



Making **legal professionals' lives easier** by enabling efficient and agile technology.



Digital  
Dictation



Voice  
Recognition



Cloud  
Hosted



Mobile  
App



Agile  
Workflow



Secure  
Data



Real-time  
Reporting



# Benefits to Legal Professionals

SpeechWrite 360 is a state of the art voice recognition and dictation workflow solution designed to meet the agile and flexible working needs of the modern day law firm.

Work smarter, save time, and create documents faster without sacrificing accuracy. Use your most powerful tool - your voice - and put it to work.

Dictate anywhere, e-sign completed documents and manage the full document workflow with our mobile, tablet and desktop applications.



Eliminates transcription bottlenecks



Significantly reduces admin costs



Improves client responsiveness



Streamlines back-up functions



Improves accuracy



Speeds up document turnaround



Boosts productivity



Helps focus admin on higher value activities

Dictate, track, edit and approve tasks on iOS, Android and desktop. SpeechWrite 360 delivers the full dictation and voice recognition workflow.



# Administration



## No minimum term contract

A flexible solution with no long term commitment – one single set monthly cost.



## Scalable

New users easily added within minutes, add user, set password, point cursor and you are ready to go.



## Always on the latest version

Our technology means you are always on the latest version, no time delays downloading versions and no hidden or unexpected upgrade fees.



## Secure

ISO Certified, hosted in the UK. Fully GDPR compliant with high level secure data centres.



## Plug and Play

Set up in minutes, easy to use, point your cursor and go!



## Unrestricted data access

Access your data at any time without restriction at no extra cost.



## Cloud hosted

No onsite resource or infrastructure required, secure hassle free hosting managed by professionals.



# Agile working for users



## Flexible mobile working

Securely log into 360 from any computer, anywhere, anytime, anyplace.



## Support

Join over 17,000 users who benefit from our UK expert support team for queries or support.



## Integration

SpeechWrite 360 integrates directly into your existing workflow and case management system, creating an end to end process and workflow solution.

## Digital Dictation



### Mobile dictation

Work anyplace, anywhere at anytime with the SpeechWrite 360 mobile app. Dictate, review, edit and approve on the go using iOS, Android or your desktop.



### Secure workflow

360 dictation securely links authors and transcribers facilitating a seamless and agile workflow.



### Reporting

Access real-time data driven metrics to provide insight into organisational workflows and drive meaningful process improvement.

## Voice Recognition



### Accurate

Create legal documents quickly under tight deadlines with industry-leading accuracy, minimising edits.



### Efficient

Recognising an extensive legal vocabulary, 360 is highly efficient without compromising on accuracy.



### Agile

Dictate directly into e-mails, letters, client management systems, contracts, and briefs or any Windows-based application, or use dictation to send audio dictation to your admin resource.



# Integrated Solution

## Integration



**SpeechWrite 360 easily and quickly integrates directly into your existing applications, creating an end to end process and workflow solution.**

SpeechWrite host, maintain, update and manage system and workflow admin, meaning you are always on the most up to date system and future proofed.

## Voice



**SpeechWrite 360 brings you the next generation of voice recognition.**

Dramatically speed up document turnaround for an improved client service. Legal voice recognition is designed specifically for the legal industry, helping you achieve optimal recognition accuracy when dictating legal terms.

Fully integrated within your workflow solution, 360 voice allows you to dictate from any device, electronically sign, send in real time, track and edit your document all within the same system.

## Mobile



**Dictate, review, edit and approve on the go!**

Record dictations using the SpeechWrite 360 mobile app or telephony – anywhere, at any time and benefit from maximum security and reliability.

Using the mobile app legal notes, legal correspondence and reports can be reviewed, edited and signed by fee earners on the go. SpeechWrite 360 allows fee earners to focus on clients by delivering solutions when or where they need them.

## Security



**The SpeechWrite 360 platform is UK hosted entirely in the cloud on Amazon Web Services.**

The AWS cloud infrastructure offers the most powerful, flexible and secure cloud-computing environment available today. AWS is compliant with frameworks accreditations including ISO 27017 for cloud security, ISO 27018 for cloud privacy, PCI DSS Level 1, and SOC 1, SOC 2, and SOC 3.

AWS services also comply with the General Data Protection Regulation (GDPR).

## Workflow



**Our workflow management solution has been developed by and for fee earners, putting usability, security and organisational efficiency at the heart of the platform.**

Dictate, track, edit and approve tasks on iOS, Android and desktop. SpeechWrite 360 delivers the full dictation workflow.

## Reporting



**Access real-time data driven metrics to provide insight into organisational workflows and drive meaningful process improvement.**

Keep track of your workflows - user dashboards allow managers to track their live workflows, whilst also delivering insights that help drive efficiency.



# Security



## Hosting and Certification

The SpeechWrite platform is hosted entirely in the cloud on Amazon Web Services. The AWS cloud infrastructure offers the most powerful, flexible and secure cloud-computing environment available today. AWS services comply with the General Data Protection Regulation (GDPR).

AWS has achieved a number of internationally recognized certifications and accreditations. In the process, AWS has demonstrated compliance with third-party assurance frameworks such as ISO 27017 for cloud security, ISO 27018 for cloud privacy, PCI DSS Level 1, and SOC 1, SOC 2, and SOC 3.



## Active Directory

The system supports the use of authenticating logins against an Active Directory configuration.



## Database Encryption

The SpeechWrite database, logs, backups, and snapshots at rest are encrypted using 256-Bit AES and network-isolated.



## Network Communications

### HTTPS

All network requests from a client application, be it a web browser or a mobile application, to SpeechWrite's servers are secured by using the HTTPS (secure HTTP) protocol. This mitigates the risk of man in the middle attacks by authenticating the application as belonging to SpeechWrite and not to a malicious third party. HTTPS also provides bidirectional encryption between client and server, preventing eavesdropping or malicious tampering of requests.

### IP Locking

The system can be configured to utilise IP locking for accounts, preventing access to that account if the client's IP address does not fall into a predefined range.



## User Login

### Hashed Passwords

Users access the system through a username and a password. The password is hashed before being stored and is "salted," which concatenates a random value to the password plain-text before being hashed. This means that no plain text passwords are stored anywhere in the system. Passwords can be set to expire and require regular rotation.

### Two-factor Authentication

The system supports the use of two-factor authentication, using a combination of password and time-based one-time password (TOTP) security. This requires a user to provide both a valid password and a time-limited authentication code that is generated using a mobile app such as Google Authenticator. This mitigates the risk of a security breach in the event of password compromise.



# SpeechWrite 360



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