

ABA TECHSHOW[®] 2 0 0 4

PRESENTED BY THE



LAW PRACTICE MANAGEMENT SECTION

MARKETING • MANAGEMENT • TECHNOLOGY • FINANCE

Save!

Early Bird Registration
Register by Feb. 26, 2004
to save \$100
Save even more –
See inside!

Eleven Exciting Tracks

Litigation

E-Discovery

Wireless

Security

NEW

Artificial Intelligence

General, Solo and Small Firm

Strategies

E-Mail Management

Advanced IT

NEW

Tools and Tips

Real Property, Probate & Trust

Co-sponsored by the ABA Section of RPPT

Special Feature

TECHSHOW Training Institute

Registration Packet

The World's Premier
Legal Technology
Conference & Expo

March 25-27, 2004

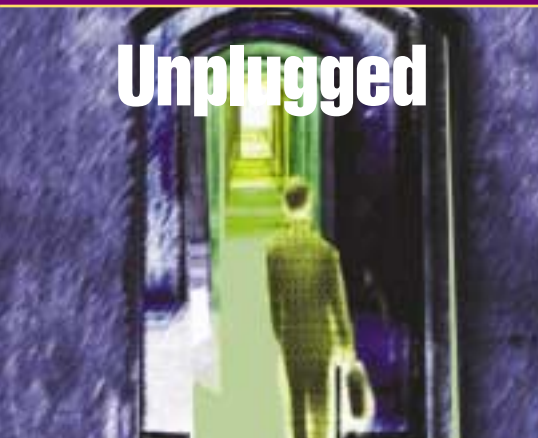
Sheraton Chicago Hotel
& Towers, Chicago, Illinois

www.techshow.com

Unplugged

Wired

Wireless



ABA TECHSHOW[®] 2004 is the World's Premier Legal Technology Conference & Expo!

Don't miss the world's leading legal technology conference and expo – created by and for lawyers and legal professionals.

■ More than fifty education sessions

■ Eleven exciting tracks

■ Three concentrated days of CLE!

■ Two-day Expo

Highlights of ABA TECHSHOW 2004



Lou Andreozzi



Mike Wilens

Keynote Speakers: Lou Andreozzi, President and CEO of LexisNexis North American Legal Markets, and Mike Wilens, President of West, will share their respective visions of the future role of legal technology in

day-to-day practice in a joint keynote address. Afterward, Mr. Andreozzi and Mr. Wilens will address your questions and comments at the cocktail reception hosted in the Exhibit Hall.

NEW **TECHSHOW Training Institute (TTI)*** – Highly qualified trainers and faculty train participants on various software and products highlighted at ABA TECHSHOW. Free admission to all registered attendees.

CD-ROM – a free Web-enabled CD-ROM with all course materials and exhibition information will be distributed to all registered attendees.

* TTI presenters include Amicus Attorney, Summation, CaseSoft, Time Matters, Billing Matters, and LexisNexis.

Hot Topics

- Networking and Storage Solutions
- License Compliance
- E-Discovery
- E-mail Ethics, PGP, Encryption
- Using Technology to Evaluate and Settle Cases
- Tools for Doing the Deal Online
- The Mobile Security Sieve
- Giving Birth to a Wireless Environment
- Technology Bargains

Who Should Attend

Attorneys

In-House Counsel

CIO/IS Directors

Judges

Administrators

Paralegals

Litigation Managers

Librarians

REGISTER NOW AND SAVE – Full registration fees for the 3-day conference are \$795. Register before the February 26, 2004 early bird deadline and save \$100. ABA Law Practice Management Section (LPM) members receive an additional \$100 discount. Visit www.lawpractice.org to join the Section and save \$200 on ABA TECHSHOW!

ABA TECHSHOW Attendees SAVE BIG on ABA Law Practice Management Section Publications!

Back by Popular Demand—Book Bucks for Attendees!
All fully registered ABA Techshow attendees will receive \$20 in valuable Book Bucks! Redeem your Book Bucks when you visit the ABA Law Practice Management Section's exhibit in booth 204, featuring the latest in legal management and technology books.



Special thanks to the ABA Section of Real Property, Probate and Trust Law (RPPT) for co-sponsoring the RPPT track at ABA TECHSHOW 2004. LPM's partnership with RPPT allows us to focus on the legal technology needs of this specific area of practice and adds a new dimension to ABA TECHSHOW.

The ABA Law Practice Management Section thanks its Gold-Level Sponsors for their generous support of ABA TECHSHOW 2004.



Track Legend:

- GP** General, Solo & Small Firm
ED E-Discovery
IT Advanced IT
RP Real Property, Probate and Trust
ST Strategies
PL Keynote

7:30 – 8:00

Breakfast

8:00 – 8:20

Welcome to TECHSHOW

Bruce Olson - ABA TECHSHOW Chair

8:30 – 9:30

GP **GP.01: The Top Ten Legal Technologies - Are You Using Them?**

Ellen Freedman, Reid Trautz

Come to this opening session to see if you are familiar with the available legal technology options, and whether you are using the technology you have in the most effective way. Legal technology is essential for communicating with and serving clients, and for successfully running and managing your practice. It can also help you avoid malpractice claims. Running on a continuum from most basic to most advanced, this session will review the top 10 technologies that are essential for your practice. It will also help you determine what other TECHSHOW sessions will be most useful to you.

ED **ED.01: Zubulake And Beyond: A Judicial Perspective On E-Discovery**

Michael Arkfeld,
Honorable James C. Francis IV

Electronic discovery has arrived, and so have a whole range of new and complicated issues. E-discovery can involve tremendous costs, and it can be used as a tactical battering ram. The courts are just starting to wrangle with these problems in earnest. Learn from leading jurists who are charting the course in this field. Find out how the early pioneers on the bench are balancing the utility of electronic discovery with its potential for abuse, and how they think the rules need to be adjusted to catch up with the digital era.

IT **IT.01: SANs, NAS and Other High-end Networking & Storage Solutions**

John Simek, Gabe Luchetta

Do you know the difference between SANs and NAS, or what the hype is about layer 3 switching and GigE? Do you know all the layers of the OSI model and what they mean to your firm? Should you just add disk drives to the computers/servers in your firm or should you move to the latest and greatest in networked disk drives? Networking for law firms has become increasingly complex and today's environments require extremely fast data access and large amounts of storage space. Come and explore the ins and outs of high-speed access and mega storage.

RP **RP.01: Electronic Estates: Virtual Trips to the Courthouse**

James Creamer, Donna Killoughey

Explore the current state of electronic filing in probate and surrogate courts. Learn about the special issues that are presented by e-filing when the original wills, trusts and other documents are not in an electronic format that permits them to be proved-up as valid originals under current state and federal law. This program will also cover e-wills, e-trusts and related health care documents in light of UCITA and related state and federal legislation. Special focus will be given to the experience in Colorado, which two years ago became the first state in the nation to permit e-filing in every one of its trial courts.

ST **ST.01: Creating a Technology Strategy for 2004**

Dennis Kennedy, Michael Kraft

What is the current state of your firm's technology infrastructure? Is it adequate? Where would you like to take it to meet your future needs? This session will help you devise a strategy to identify the key legal technology developments and issues that are new for 2004. Then you will learn how to conduct appropriate research, identify available options, set priorities, and create a technology development plan that will help you address your most important needs.

9:30 – 10:30

Break to Visit the Exhibit Hall

10:30 – 12:00

GP **GP.02: Practice Management Face-Off: Time Matters vs. Amicus Attorney**

Wells Anderson, David Bilinsky,
Dan Pinnington

Practice management software goes far beyond its case management roots: it is now the killer software application. Take

control of your time and practice with this powerful tool. Practice management software helps you better serve and communicate with your clients, and complete all tasks necessary to handle legal matters and manage a law office. It can also help you avoid malpractice claims. See a side by side comparison of two of the more widely used case management products handling four common tasks. Regardless of which practice management product you ultimately use, this session will demonstrate why you can't afford not to use it.

ED **ED.02: Electronic Discovery Toolkit**

Sharon Nelson, Todd Miller

This program will move beyond all the chatter about e-discovery, and will provide you with the actual tools you need to do it. Take home checklists, sample pleadings, database templates, communication forms, and very practical advice. Learn how to respond to e-discovery requests, and how to stay out of trouble. We will also show you how to get the electronic information you need, and what to do with it once you have it.

IT **IT.02: Remote Access - Panacea or Pandora's Box?**

Bill Coplin, Jeff Beard

How can you access your firm's data from any point on the globe? What are the practical ways to gain access to your files? Are there special concerns when using a remote control technology or when outsourcing your data access needs? What is a VPN anyway? Learn about the current limitations, capabilities and costs of dial-up, cable modem, DSL, satellite, cellular and direct circuits. Costs, headaches, and practical implementation strategies will all be discussed.

RP **RP.02: The Electronic Transaction from A to Z - Tools for Doing the Deal Online**

Nancy Grekin, Gerald Hoenig,
George Meyer

With e-mail you can put anything authored by one attorney on another attorney's desk instantly. The revised document can be returned by e-mail. What's next on the horizon? Soon you'll be using deal rooms and extranets to negotiate and to collaborate on the preparation of transactional documents. Are you still spending your days marking up the last document you used in a similar deal with a pencil, looking for the letter from last week that contains critical information, or feeding paper into a fax machine? Find out how you can use document assembly to streamline document production, how to send and receive a fax without ever producing a piece of paper, and how to use document preparation and management technologies to make your transaction as paperless as possible.

ST ST.02: Web Marketing That Works

Larry Bodine, Rick Klau, Ernest Svenson

Does your current web site really generate any business? What do you know about newer techniques like blogs, webinars and streaming videos? Do you even know how to build a successful e-mail newsletter? This session will offer candid assessments of today's web marketing techniques, and practical tips and techniques to implement marketing efforts that are guaranteed to produce great results.

12:00 – 1:00

Lunch on Exhibit Hall Level

1:00 – 2:00

GP GP.03: The Lawyer's Guide To Adobe Acrobat

David Masters

How many times a week does someone in your office ask "Has anyone seen the Smith file?". For many, reducing paper headaches is a top priority. Come to this session to hear how Adobe Acrobat can actually put your file folders on a diet and help you move to an office with much less paper. This session will feature a lawyer that has actually done it, and include loads of practical tips on what he did to get there.

ED ED.03: Computer Forensics: A Primer For Lawyers

John Simek, Craig Ball

Do you have a hard time telling the difference between RAM and ROM? Do you blissfully assume that the delete key actually deletes something? Computer illiteracy is no longer an option, not when so much information these days is buried in ones and zeros. This program will show you where that information is and how to get at it. We will also tell you what you can do yourself, and how you can use consultants to dig even deeper. And we'll do it in language we can all understand.

IT IT.03: Backups: Floods, Fires and Firebombs

Bill Coplin, Lenny Nuara

In the end, law firm technology is all about the data. Is your data safe? How much sympathy will you get from a judge or your client if your system crashes the day before trial? How many hours or days can your firm afford to be out of business if the data isn't accessible? The ratio of back up cost methodology to recovery time is a bright line. Learn today's practical options for backing up your data and getting back in business quickly. Small, medium and large-scale solutions will be discussed.

RP RP.03: The Electronic Transaction from A to Z - Closing the Deal Without Leaving Your Office

Nancy Grekin, Gerald Hoenig, George Meyer

Tired of getting on airplanes to close deals? Online electronic closings are now being done in many locales. Learn about the electronic signatures acts, how to obtain an electronic signature and how they are validated. Discover the advanced features of Adobe Acrobat which facilitate the creation of electronic closing binders and electronic signatures.

ST ST.03: Real World Extranets

John Alber, Rick Klau

You've heard about the concept of extranets for several years. This session addresses the nuts-and-bolts of creating and maintaining successful extranets based on real world examples. From software choices, to design strategies, to choosing features clients want, this session will give you the hands-on, practical advice you need to make your extranet projects work.

2:15 – 3:15

GP GP.04: Taking it On the Road - Telecommunications, Hand-held, Wireless And Remote Computing

Toby Brown, Jeff Allen

With telecommunications, handheld, wireless and remote computing you can now work anywhere, anytime. Come to this session to learn what you need to do to take your office with you. Get loads of practical tricks and tips from seasoned road warriors. Find out what you need in your on-the-road technology first aid kit. Now you won't ever leave the office without it!

ED ED.04: Managing Electronic Evidence

Michael Arkfeld, Peter Bensinger

Gathering the electronic information you need is only part of the problem. Figuring out what to do with it once you have it is at least as challenging. We'll show you how to tame the beast. This program will demonstrate the latest tools for organizing and understanding electronic information. We'll tell you about mistakes to avoid, and solutions that are tried and true. We'll also talk about how to get the most out of your digital evidence in the courtroom.

IT IT.04: License Compliance: "Whatcha Gonna Do When They Come For You?"

Dennis Kennedy, Lenny Nuara

Microsoft's licensing options are always difficult to understand, and software license terms and conditions can vary from single user to enterprise-wide installations.

Ignorance may result in the dreaded visit by the Business Software Alliance, and payment of astronomical penalties for non-compliance. This is true even as a result of inadvertent use of unlicensed software. Learn about the options to find out what's installed on your firm's computers; how to monitor and control unwanted software installations by employees; and the costs, risks, and best practices in managing this important part of your firm's technology program.

RP RP.04: Bits And Bytes Meet GRITs And GRATs — Alphabetizing Estates By The Numbers

Roger Shumaker, Amy Mendelsohn

Long hand calculations of potential estate taxes and tax avoidance planning is a thing of the past. New software helps you easily determine how to effectively preserve assets and meet the distribution goals of the grantor. Learn how to accurately calculate estate planning alternatives, and then demonstrate the options to your clients with graphics. Once the choice is made, learn how to quickly and economically generate the plan documents, significantly reducing your document production time.

ST ST.04: Mac, Linux, Open Source: The Other Alternatives

Erik Heels, Ernest Svenson

A small but enthusiastic number of lawyers have been moving away from the world of Windows and Microsoft Office inhabited by most law firms. Have you considered joining them? This session considers the various alternatives, the practical issues involved in making the move, and how to get the help and support you need if you make the change.

3:15 – 4:15

Break to Visit Exhibit Hall

4:15 – 5:30

PL PL.01 Keynote Address: Visions of the Future

Lou Andreozzi, Mike Wilens

Our keynote address at the end of the first day of TECHSHOW features Lou Andreozzi, President and Chief Executive Officer of LexisNexis North American Legal Markets, and Mike Wilens, President of West, in a joint presentation in which they will share their respective visions of the future role of legal technology in our day to day practices. Afterward, join Mr. Wilens and Mr. Andreozzi at the cocktail reception hosted on the show floor in the Exhibit Hall, and take advantage of this unique opportunity to share your questions and comments with these highly influential leaders in the world of legal technology.

5:30 – 6:30

Cocktail Reception in Exhibit Hall

Track Legend:

GP General, Solo & Small Firm**LT** Litigation**WI** Wireless**TT** Tools and Tips**ST** Strategies**PL** Plenary**8:00 – 8:30****Breakfast****8:30 – 9:30****GP GP05: Using the Rest of Your Office Suite****Ellen Freedman, Donna Payne**

The word processor wars have wound down, and most firms have settled on a specific product, but what about the other parts of your office suite? Learn about doing more with spreadsheets, presentation software, relational databases and other tools contained in the standard suite. Top presenters will demonstrate how much more you can do with the technology you already have.

LT LT.01: Technology Staffing For Your Litigation Department**Todd Miller, Tom O'Connor**

Using technology effectively is more than just having the right hardware and the right software. You also need the right people. Our panel will include lawyers and technology managers. They'll share with you innovative ideas for using your staff – both within and outside of the IT department – to get the most out of your technology investment. They'll also offer their insights on the best ways to bridge the cultural gap between lawyers and technologists.

WI WI.01: Wireless Technology: The Primer**Lamont Burwell, Ross Kodner**

You've heard about it, seen your peers do it, but still haven't dipped your toe in the water. Confused by the alphabet soup of 802a, 802b, 802i, 802g . . . ? What are the practical realities of moving to wireless, and what factors should you consider in making your decision to make the leap? Learn about the fundamentals of wireless networks, how they work, and their key risks and benefits.

TT TT.01: My Favorite Gadgets**Jeff Allen, Brett Burney, Bruce Dorner**

Lets face it, everyone loves gadgets. Come to this session to hear acclaimed gadget junkies share the latest and best in gadgets, toys and treasures for practicing law (and for fun too). Find out how these little marvels can save you time and headaches.

ST ST.05: Managing Clients' Technology Expectations**Jeffrey Beard, Adriana Linares**

Nearly every client today expects a level of technological aptitude from law firms that often bears little similarity to reality. What are the best ways to establish solid working relationships based on technology compatibility, common platforms and reasonable expectations? The time you spend addressing this issue on the front end will help you avoid many of the common frustrations clients have with their lawyers and law firms, may prevent the unexpected loss of a client, and even avoid disciplinary complaints and malpractice claims.

9:30 – 10:30**Break to Visit the Exhibit Hall****10:30 – 12:00****GP GP.06: 60 Tips In 90 Minutes****Brett Burney, Natalie Thornwell, Dan Pinnington, Tom O'Connor**

They don't come more helpful than this: 60 of the most useful and practical technology tips in one session. Our veteran panel of experienced tipsters will have many new ideas and hot tips to share with you. This fast-paced session will cover everything from gadgets to software, marketing, Web resources, attorney/client communications and relationships, and other helpful tricks and tips for leveraging technology in your practice.

LT LT.02: Strategic Trial Graphics and Their Evidentiary Challenges**Tim Piganelli, Fred Galves**

Graphics and animation design tools and techniques for computerized trial presentations are becoming more elaborate and more complex as advances in technology reduce their cost and increase their availability to trial teams at all levels. Despite the change in technology, graphics must still meet the rules of evidence to be admissible. Learn how to use these tools and techniques to develop whiz-bang graphics that will survive possible objections from opposing counsel and the court.

WI WI.02: Giving Birth to a Wireless Environment**Rocky Stefano, Byron "Bo" Genner**

From prenatal care to labor pains to post-partum stresses, this session offers everything you need to know on a step-by-step basis about planning, installing and maintaining a wireless environment in your firm. This session will serve as a beginning to intermediate guide to costs, general security issues, coverage areas, speed and likely complications.

TT TT.02: Mining The Net For Gold - Internet Research**Carole Levitt, Tom Mighell, Mark Rosch**

Lawyers in all practice areas must know how to use electronic research products and online research tools. The difficult issue is determining what the best option is for your particular firm. Should you be online or use CDs? The free Internet is great, but what can be gained by paying for enhanced options? This session will review the available research products and Web resources that you need to know, and provide helpful, practical lessons on how to best exploit them.

ST ST.06: Performance Metrics and ROI Strategies**John Alber, David Bilinsky, Michael Kraft**

If you can't measure it, how do you know that it works? Throwing money at technology is a fool's game. This session will help you determine the costs and benefits of projects, assess their success or failure, and adopt approaches that will give you greater control of your technology budget. Learn how to determine when to buy, when to bail, and when top down management is needed to ensure successful implementation of your technology initiatives.

12:00 – 1:00**Lunch on Exhibit Hall Level****1:00 – 2:00****GP GP.07: Billing and Accounting Solutions for Solos and Small Firms****Wells Anderson, Arita Sims**

Finances, technology and the practice of law are all interrelated. Do you know who your most profitable lawyers and clients are? What essential financial information can your accounting system give you, and how can it help you get paid for the work you do? This session will provide some technological answers and practical advice on the features and power of billing and accounting solutions.

LT LT.03: Using Technology To Evaluate and Settle Cases

Peter Bensinger, Todd Miller

Our clients expect us to be as good at settling cases as we are at trying them. The process of evaluating and resolving cases is a refined skill. Technology can help in a big way. This program will teach you about the latest resources available to understand the value of your case, from risk evaluation and damages analysis to online mock juries and focus groups. We will also tell you about new technology to negotiate and structure a reasonable settlement with the other side.

WI WI.03: Wireless Security - Wardriving, Warchalking and Other Wireless Woes

Jeff Flax, Joe Kashi

This session takes a more in-depth look at the security issues that beset wireless networks, including some new activities like wardriving and warchalking that are recent additions to the legal technology lexicon. Low cost security solutions will be considered, and you will learn about many of the available resources to keep on top of this ever-changing topic.

TT TT.03: My Favorite Utilities

Jim Calloway, Courtney Kennaday

Unfortunately, Windows and many other applications don't do everything we want right out of the box. Fortunately, imaginative programmers have created a variety of utility programs to address these problems and shortcomings in just about every available piece of software. Come to this session to find out about freeware or low cost utilities that can help you accomplish more with the software you already own.

ST ST.07: Do It Yourself Knowledge Management

Andrew Adkins, Gretta Rusanow

You don't have to spend half a million dollars on hardware and software for a sophisticated knowledge management project that no one in the firm understands or uses. Learn how to use the tools you already have to implement "knowledge management" approaches that will provide ready access to existing information that can be reused and repurposed at a very reasonable cost.

2:15 - 3:15

GP GP.08: Advanced Word Processing Techniques

Donna Payne, Storm Evans

From document management to document assembly, learn how you can more effectively and efficiently crank out legal widge-ets A/K/A documents. Compose and reuse

documents faster using boilerplate paragraphs, macros, paragraph numbering, automatic formatting and other powerful features. Boost your marketing efforts by merging information from your practice management programs into mass mailings. You can do much more with what you already have, and it doesn't cost you a dime!

LT LT.04: Craig Ball on PowerPoint

Craig Ball

If you haven't seen Craig Ball talk about PowerPoint before, you're in for a real treat, and if you've previously heard Craig share his ideas about PowerPoint, come see what new tricks he has up his sleeve. Few lawyers have mastered the art of using PowerPoint in their practice as well as Craig. He will show you simple but powerful techniques that anyone can use to enhance their courtroom presentations. Bring your laptop so you can follow Craig's step-by-step instructions for creating graphics and animations that even the professionals will envy.

WI WI.04: Wireless: Where No One Has Gone Before

Rocky Stefano, Ray Gilbert

Wireless is out of its infancy, but not much more than a toddler. Explore the near term future of wireless and learn when developments are expected to reach the market in a form practicable for law firm implementation. Take advantage of the caveats that will be offered to avoid being on the bleeding edge rather than the leading edge. Finally, take a futuristic look at the boundless horizons of wireless and the new worlds this technology will open in the practice of law.

TT TT.04: Technology Bargains

Bruce Dorner, Reba Nance

Big bucks are not always available to solo and small firm practitioners, but technology is nevertheless essential for them to compete and provide quality legal services. Learn how you can cut corners and find deals that will still give you the technology resources you need to compete effectively without breaking the bank.

ST ST.08: Alternatives For Effective Training

Adriana Linares, Blair Janis

Everybody acknowledges the importance of training, but few are happy with the results. Lawyers can be led to training sessions (sometimes), but it is still unclear whether they can be made to learn. Experienced legal technology trainers will share their insights on what can be done to implement successful training programs for law firms, and in particular lawyers, with great results.

3:15 - 4:15

Break to Visit Exhibit Hall

4:15 - 5:15

PL PL02: Plenary Session: 60 Sites in 60 Minutes

Jim Calloway, Jeff Flax, Robert Ambrogi

This perennial TECHSHOW favorite offers a fast-paced survey of the breadth of web offerings available for lawyers. Some sites are chosen for their utility, some to demonstrate particular technical approaches, and some to entertain. This session has something for everyone, and no one will leave without a web link or two they will start using as soon as they get back to the office.

5:00

Exhibit Hall Closes

(Exhibit Hall will not be open on Saturday.)

5:15 - 6:15

Special Session — So you want to be an ABA author?

Stop by this informative session to learn about the publication process from acquisitions to development to production, and much more. Ask questions of some of the ABA's best-selling authors and *Law Practice* magazine editorial staff, as well as the LPM Publishing staff. LPM books and magazine articles focus on practice management topics such as law office technology, billing and financial issues, firm management and administration, career issues, and more. Find out how you, too, can be a published author!

CLE Credit

MCLE accreditation for each education session has been requested in every state (including California and Pennsylvania) with mandatory continuing legal education (MCLE) requirements for lawyers. Please be aware that each state has its own rules and regulations, including its definition of "CLE." Attorneys seeking MCLE credit in Pennsylvania are required to pay state accreditation fees directly to the Pennsylvania CLE Board (PACLE). Certificates of attendance will be available at the conclusion of the program for both speakers and attendees. You may call (312) 988-6217 for questions pertaining to the number of credit hours granted by each state after March 10, 2004.

Track Legend:

GP General, Solo & Small Firm**EM** E-mail Management**SE** Security**AI** Artificial Intelligence**ST** Strategies**8:30 – 9:00****Breakfast****9:00 – 10:15****GP** **GP.09: Ethical Computer Practices - How NOT to Commit Malpractice****Courtney Kennaday, Stephen Gallagher**

Technology is an essential tool for providing legal services, but it can be a double-edged sword. While it offers lawyers opportunities to avoid malpractice claims and practice more profitably, it can also create additional risks of malpractice and disciplinary complaints. Come to this session to better understand how technology can help you avoid problems, and where it can cause you grief. As an added bonus, this session will provide legal ethics CLE credits.

EM **EM.01: Canning Spam and E-mail Triage****Reba Nance, Sharon Nelson**

Is managing your e-mail a constant headache? Is your e-mail inbox spilling over with spam? Is there a way to "can the spam?" Our experts will give you an in-depth look at the current grim statistics on spam, the laws which so far have failed to stop it, and some novel legal and technical approaches to contain it. This session will also present practical approaches to "e-mail triage" that will help you regain control of your inbox.

SE **SE.01: Is Your Back Door Open? Filtering, Firewalls, and Authentication Schemes****Ben Sherwood, Lamont Burwell**

What is a firewall? Do you really need one? Which one is right for you, and how do you configure it? What are the available options for securing your networks, both wired and wireless, and your computers? Virus protection is a must, and it's now time to consider

whether you need to move up one or two notches from what might have been acceptable in the past. Learn how to protect yourself from viruses, port scans and other intrusions in this comprehensive update on all that has recently transpired in the security field.

AI **AI.01: AI in Practice: Are the Machines Gaining On Us?****Gretta Rusanow, Marc Lauritsen**

"Expert systems," "neural nets," and other forms of artificial intelligence have long been talked about in the legal tech world, but practical examples of their use are hard to find. This session will showcase some impressive new applications that are field tested and actually running in the real world of practicing lawyers.

ST **ST.09: The Magic of The All-in-One Practice Management and Time/Billing Solutions - STI Tabs; Time Matters/Billing Matters; ProLaw Ready****Andrew Adkins, Natalie Thornwell**

The holy grail for solo and small firms has long been just one program that will handle practice management and time, billing, and accounting. Recent developments in integrated software suggest we are getting close to this goal. Learn exactly how close we are, and what the best choices are from experienced professionals with hands-on experience at implementing these applications.

10:30 – 12:00**GP** **GP.10: Document Assembly 2004****Ross Kodner, Storm Evans**

Advanced document production tools and procedures will be showcased in this power-packed session. Don't miss learning how to easily draft complex documents with the push of a button. Get an update on the newest features in the latest stand-alone document assembly products, and the document generation features contained in other legal software products. Go back to the office with a number of implementation tips and tricks to create documents lickety-split!

EM **EM.02: E-mail Ethics: The New PGP, Encryption & Digital Signatures****Tom Mighell, Stephen Gallagher**

What is the current state of the art in e-mail ethics? Where do we stand on confidentiality issues? Should lawyers

be moving to encryption and digital signatures? This session will inform you how malpractice insurance carriers and bar regulators treat these important issues, and teach you the steps to take to avoid unintentional or unanticipated lapses in ethics. As an added bonus, this session will provide legal ethics CLE credits.

SE **SE.02: The Mobile Security Sieve****Ben Sherwood, Joe Kashi**

All of us want to be more mobile. Laptops, PDAs, BlackBerries and cell phones are abundant; and convergent devices are expanding the range of effective options for working remotely. How much confidential information is contained in these wonderful gadgets and what sort of risks do they present? What should you do to keep your confidential information confidential if you forget your mobile technology at the airport security gate or have it stolen from your hotel room? Should you tell your laptop to "phone home" if it's away from its rightful owner? This session offers the road warrior a comprehensive guide to working remotely and securely.

AI **AI.02: Smart Software Tricks - Looking Under the Hood****Marc Lauritsen, Lisa Colpoys**

What makes an AI application different from conventional software? What techniques promise to help machines "think like a lawyer"? Come and learn from leading experts in the field of artificial intelligence as they talk about the cutting edge of legal knowledge technology and beyond.

ST **ST.02: Essential Technology Skills for Lawyers****Toby Brown, Blair Janis, Reid Trautz**

By now you are on day three of TECHSHOW and you are attempting to digest all you've heard and seen. You've heard many experts, seen many programs and learned about a variety of approaches in using legal technology. You are now starting to doubt your own technological proficiency. Not to worry. No lawyer can learn and understand everything there is about technology and still have time to practice law full time. This session will address how you can effectively secure the baseline technology skills needed by today's busy practicing lawyer while still practicing law.

12:00 – 1:00**Lunch Break**

New this Year

TECHSHOW Training Institute

Highly qualified trainers and faculty instruct participants on various software and products highlighted at TECHSHOW. FREE admission to all registered attendees!

1:00 – 2:30

TT1: Amicus Attorney Learn How to Manage Your Practice and Improve Profitability with Amicus Attorney

Amicus Attorney product experts will be on hand to show you how to get the most out of Amicus Attorney. Explore the unique features and experience the benefits during this practical session. Learn how you can maximize your ROI with this leading practice management software.

Everyone welcome.

TT2: Summation Gain Command Over Your Evidence with Summation

Speakers: Bruce Olson, J. William (Bill) Speros, William T. (Bil) Kellermann, Jr.

Learn, in a hands-on environment, why Summation is the #1 Litigation Support software and how it gives you command over the evidence. Witness the benefits of integrating everything you need -- transcripts, documents, issues, and events — in one easy-to-use program. See how easily you can:

- Search and organize the full range of evidentiary elements in a case;
- Drill down from a mass of information to the probative and relevant;
- Annotate single or multiple transcripts, even on-the-fly at the deposition;

- Manage electronic evidence and production sets in native file formats;
- Concurrently search multiple document sets and remote repositories;
- Reduce the paper-trail and gain instant access to documents;
- Create case, deposition, motion and trial outlines with the Case Organizer;
- Create case chronologies in the Chronology of Events database;
- And more...

TT3: CaseSoft CaseMap & TimeMap Strategies & Advanced Techniques:

Speaker: Robert L. Wiss

From the very first conversation with a client, attorneys and other trial team members are building knowledge about the dispute that led the individual or corporation to seek counsel. This presentation will focus on the use of technology to capture the trial teams thinking about the facts, documents, witnesses and issues in a case. Learn how software tools can be used to systematically organize, analyze and communicate vital case knowledge.

TT4: Time Matters® 5.0 - The Ultimate Tips, Tricks, and Q&A Session.

Speaker: Tom Rowe

A rare opportunity to work with Tom Rowe, one of Time Matters' top Authorized Independent Consultants. Get real-world answers to your most important questions to maximize your use of Time Matters.

TT5: LexisNexis

2:45 – 4:15

TT6: TBA

TT7: Summation Gain Command Over Your Evidence with Summation

Speakers: Bruce Olson, J. William (Bill) Speros, William T. (Bil) Kellermann, Jr.

Learn, in a hands-on environment, why Summation is the #1 Litigation Support software and how it gives you command over the evidence. Witness the benefits of integrating everything you need -- transcripts, documents, issues, and events -- in one easy-to-use program. See how easily you can:

- Search and organize the full range of evidentiary elements in a case;
- Drill down from a mass of information to the probative and relevant;
- Annotate single or multiple transcripts, even on-the-fly at the deposition;
- Manage electronic evidence and production sets in native file formats;
- Concurrently search multiple document sets and remote repositories;
- Reduce the paper-trail and gain instant access to documents;
- Create case, deposition, motion and trial outlines with the Case Organizer;
- Create case chronologies in the Chronology of Events database;
- And more...

TT8: TBA

TT9: Billing Matters™ 5.0 - Overview and Painless Transitions to Billing Matters.

Speaker: Loretta Ruppert

The reviewers love Billing Matters... come see why. Also included, how to move painlessly from Timeslips™ and other billing systems.

TT10: TBA



Join the ABA Law Practice Management Section and receive \$100 off your ABA TECHSHOW registration in addition to these great benefits:

- *Law Practice* magazine
- *Law Practice Today* Webzine
- Discounts on books and CLE

LPM provides the programs, publications, and resources you need to succeed in the business of practicing law — the best of law practice marketing, management, technology, and finance.

Join at www.lawpractice.org and start taking advantage of your LPM membership today!

Planning Board

Bruce Olson

(Show Chair)
Davis & Kuelthau, s.c.

Wells H. Anderson

President
Active Practice LLC

Jim Calloway

Director, Management Assistance Program
Oklahoma Bar Association

Nancy N. Grekin

McCarriston Miller Mukai MacKinnon

Dennis Kennedy

The Dennis Kennedy Law Firm, LLC

Todd W. Miller

Holland & Hart LLP

Sharon D. Nelson

President
Sensei Enterprises, Inc.
Computer Forensics/Legal IT

Dan Pinnington

Director, practicePRO
Lawyers' Professional Indemnity
Company (LAWPRO)

Natalie R. Thornwell

Director, Law Practice
Management Program
State Bar of Georgia

Faculty

Andrew Z. Adkins

Director
Legal Technology Institute
University of Florida, Fredric G.
Levin College of Law

Lou Andreozzi

President and Chief Executive
Officer
LexisNexis North American Legal
Markets

John Alber

Bryan Cave LLP

Jeff Allen

Graves & Allen

Robert J. Ambrogio

Vice President, Editorial Services
Jaffe Associates

Michael Arkfeld

Assistant United States Attorney

Craig Ball

Law Offices of Craig D. Ball, P.C.

Jeffrey Beard

Legal Technology Consultant

Peter Bensinger

Bartlit Beck Herman Palenchar
& Scott

David Bilinsky

The Law Society of British
Columbia

Larry Bodine

The Law Marketing Portal

Toby Brown

Director of Communications
Utah State Bar

Brett Burney

Legal Practice Support
Coordinator
Thompson Hine LLP

Lamont Burwell

Director of Information Technology
State Bar of Georgia

Lisa Colpoys

Executive Director
Illinois Technology Center for
Law & the Public Interest

Bill Coplin

President
NetTech, Inc.

James W. Creamer, Jr.

The Creamer Law Firm, P.C.

Bruce Dornier

Dornier Law Offices

Storm Evans

Practice Support Consultant

Jeffrey M. Flax

National Technology and Litigation
Support Administrator
Office of the Federal Public
Defender

Honorable James C. Francis IV

Daniel Patrick Moynihan United
States Courthouse

Ellen Freedman, CLM

Law Practice Management
Coordinator
Pennsylvania Bar Association

Stephen P. Gallagher

Senior Practice Advisor
Atticus, Inc.

Fred Galves

University of the Pacific,
McGeorge School of Law

Byron "Bo" Genner, CISSP

Manager
Mobile High Speed Data -
Enterprise

Ray Gilbert

Director CIO-IT Enterprise
Collaboration
Lucent Technologies

Erik Heels

Law Office of Erik J. Heels

Gerald Hoenig

Senior Vice President
Document & Data Solutions, LLC

Blair Janis

Ballard Spahr Andrews &
Ingersoll, LLP

Joe Kashi

Attorney at Law

Courtney Kennaday

Practice Management Advisor
South Carolina Bar Association

Donna M. Killoughey

Barnes, Lassiter & Killoughey PLC

Rick Klau

Interface Software, Inc.

Ross Kodner

MicroLaw, Inc.

Michael Kraft

Kraft Kennedy & Lesser, Inc.

Marc Lauritsen

Capstone Practice Systems, Inc.

Carole Levitt

President
Internet For Lawyers

Adriana Linares

Akerman Senterfitt, P.A.

Gabe Luchetta

CIO/VP of Business Development
CaseShare Systems

David L. Masters

Principal Attorney
The Masters Law Firm, L.L.C.

Amy J. Mendelsohn

Commonwealth of Pennsylvania
Legislative Reference Bureau

George Meyer

Carlton Fields, P.A.

Tom Mighell

Cowles and Thompson

Reba Nance

Director of Law Practice
Management
Colorado Bar Association

Lenny Nuara

Chair, Technology & Intellectual
Property Practice Group
Thacher Proffitt & Wood LLP

Tom O'Connor

Director of Business Development
Litigation Management
Consulting, Inc.

Donna Payne

President
Payne Consulting Group

Tim Piganelli

Legal Technology Consulting Inc.

Mark Rosch

Vice-President
Internet For Lawyers

Gretta Rusanow

Curve Consulting

Ben Sherwood

Privacy Advisor
Sherwood Personal Security, LLC

Roger Shumaker

Macdonald Hopkins

John Simek

Vice President
Sensei Enterprises, Inc.
Computer Forensics / Legal IT

Arita Sims

A.B. Consulting

Rocky Stefano

Echelon Systems Inc.

Ernest Svenson

Gordon Arata McCollam Duplantis
& Eagan, LLP

Reid Trautz

Director LAP
The District of Columbia Bar

Mike Wilens

President
West

Thursday, March 25

Time/Track	General, Solo & Small Firm	E-Discovery	Advanced IT	RPPT Co-sponsored by the ABA Section of RPPT	Strategies
8:00-8:20	Welcome to TECHSHOW				
8:30-9:30	GP.01: The Top Ten Legal Technologies - Are You Using Them?	ED.01: <i>Zubulake</i> and Beyond: A Judicial Perspective on E-Discovery	IT.01: SANs, NAS and Other High-end Networking & Storage Solutions	RP.01: Electronic Estates: VirtualTrips to the Courthouse	ST.01: Creating a Technology Strategy In 2004
9:30-10:30	Exhibit Hall Break				
10:30-12:00	GP.02: Practice Management Face-Off: Time Matters vs. Amicus Attorney	ED.02: Electronic Discovery Toolkit	IT.02: Remote Access: Panacea or Pandora's Box?	RP.02: The Electronic Transaction from A to Z - Tools for Doing the Deal Online	ST.02: Web Marketing That Works
12:00-1:00	Lunch—In Exhibit Hall				
1:00-2:00	GP.03: The Lawyer's Guide to Adobe Acrobat	ED.03: Computer Forensics: A Primer for Lawyers	IT.03: Backups: Floods, Fires and Firebombs	RP.03: The Electronic Transaction from A to Z - Closing the Deal Without Leaving Your Office	ST.03: Real World Extranets
2:15-3:15	GP.04: Taking it On the Road - Telecommunications, Hand-held, Wireless and Remote Computing	ED.04: Managing Electronic Evidence	IT.04: License Compliance: "Whatcha Gonna Do When They Come For You?"	RP.04: Bits and Bytes Meet GRITs and GRATs—Alpha-betizing Estates by the Numbers	ST.04: Mac, Linux, Open Source: The Other Alternatives
3:15-4:15	Exhibit Hall Break				
4:15-5:30	Keynote: Visions of the Future — Lou Andreozzi and Mike Wilens				

Friday, March 26

Time/Track	General, Solo & Small Firm	Litigation	Wireless	Tools and Tips	Strategies
8:30-9:30	GP.05: Using the Rest of Your Office Suite	LT.01: Technology Staffing for Your Litigation Department	WI.01: Wireless Technology: The Primer	TT.01: My Favorite Gadgets	ST.05: Managing Clients' Technology Expectations
9:30-10:30	Exhibit Hall Break				
10:30-12:00	GP.06: 60 Tips in 90 Minutes	LT.02: Strategic Trial Graphics and Their Evidentiary Challenges	WI.02: Giving Birth to a Wireless Environment	TT.02: Mining the Net for Gold: Internet Research	ST.06: Performance Metrics and ROI Strategies
12:00-1:00	Lunch—In Exhibit Hall				
1:00-2:00	GP.07: Billing and Accounting Solutions for Solos and Small Firms	LT.03: Using Technology to Evaluate and Settle Cases	WI.03: Wireless Security: Wardriving, Warchalking and Other Wireless Woes	TT.03: My Favorite Utilities	ST.07: Do It Yourself Knowledge Management
2:15-3:15	GP.08: Advanced Word Processing Techniques	LT.04: Craig Ball on PowerPoint	WI.04: Wireless: Where No One Has Gone Before	TT.04: Technology Bargains	ST.08: Alternatives for Effective Training
3:15-4:15	Exhibit Hall Break				
4:15-5:15	Plenary: 60 Sites in 60 Minutes				

Saturday, March 27

Time/Track	General, Solo & Small Firm	E-mail Management	Security	Artificial Intelligence	Strategies
9:00-10:15	GP.09: Ethical Computer Practices - How NOT to Commit Malpractice	EM.01: Canning Spam and E-mail Triage	SE.01: Is Your Back Door Open? Filtering, Firewalls, and Authentication Schemes	AI.01: AI In Practice - Are the Machines Gaining On Us?	ST.09: The Magic of the All-in-One Practice Management and Time/Billing Solutions
10:30-12:00	GP.10: Document Assembly 2004	EM.02: E-mail Ethics: The New PGP, Encryption & Digital Signatures	SE.02: The Mobile Security Sieve	AI.01: Smart Software Tricks - Looking Under the Hood	ST.10: Essential Technology Skills for Lawyers
12:00-1:00	Lunch Break				

TECHSHOW Training Institute

1:00-2:30	Amicus Attorney	Summation	CaseSoft	Time Matters	LexisNexis
2:45-4:15	TBA	Summation	TBA	Billing Matters	TBA

This grid is subject to change

Register Early and Save \$100!

Phone: (800) 888-8300, ext. 5909
Fax: (212) 481-8127
Mail: ABA TECHSHOW
 c/o John Klein
 345 Park Avenue South, 7th Fl.
 New York, NY 10010
Web: www.TECHSHOW.com

Photocopy this form for additional registrants. Payment must accompany all registration forms. To register, complete this form and submit with payment or register online through our secure server.

Name: _____
 Firm/Company: _____
 Address: _____
 City/State/Zip: _____
 Phone: _____
 e-mail address: _____
 ABA Law Practice Management Members: write your ID# here _____
 Code on mailing label: _____

Firm/Law Department Size	Title/Position	Type of Practice
<input type="checkbox"/> Solo Practitioner <input type="checkbox"/> 2 – 10 Attorneys <input type="checkbox"/> 11 – 50 Attorneys <input type="checkbox"/> 51 – 100 Attorneys	<input type="checkbox"/> Law Firm Partner <input type="checkbox"/> Law Firm Associate <input type="checkbox"/> Of Counsel at a Law Firm <input type="checkbox"/> In-House Counsel	<input type="checkbox"/> IT/Systems Professional <input type="checkbox"/> CIO/CTO <input type="checkbox"/> Office Manager <input type="checkbox"/> Law Librarian
	<input type="checkbox"/> Professor <input type="checkbox"/> Consultant <input type="checkbox"/> Other _____	<input type="checkbox"/> Private <input type="checkbox"/> Corporate <input type="checkbox"/> Government <input type="checkbox"/> Academic <input type="checkbox"/> Not-in-Practice
Have you attended TECHSHOW before? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Registration Fees	Early Bird Fee (On or Before Feb. 26, 2004)	Regular Registration Fee (After Feb. 26, 2004)
Full Registration*	<input type="checkbox"/> \$695	<input type="checkbox"/> \$795
Additional Full Registration**	<input type="checkbox"/> \$595	<input type="checkbox"/> \$695
Full Registration with ABA LPM Discount	<input type="checkbox"/> \$595	<input type="checkbox"/> \$695
Full Registration with Program Promoter Discount Program Promoter Code = _____	<input type="checkbox"/> \$595	<input type="checkbox"/> \$695
Full Registration for Government Employees	<input type="checkbox"/> \$347.50	<input type="checkbox"/> \$347.50
One Day Sessions Only	<input type="checkbox"/> \$295	<input type="checkbox"/> \$345
	<input type="checkbox"/> Thurs <input type="checkbox"/> Fri <input type="checkbox"/> Sat	<input type="checkbox"/> Thurs <input type="checkbox"/> Fri <input type="checkbox"/> Sat
Law Students	<input type="checkbox"/> \$145	<input type="checkbox"/> \$195
Exhibits Only	<input type="checkbox"/> \$free	<input type="checkbox"/> \$free

* Full Registration includes access to all educational programs and to the exhibit floor.
 ** Additional Full Registration means two or more full registrations from the same organization when submitted together.

SAVE \$100 off ABA TECHSHOW Registration! Join the ABA Law Practice Management Section today! To join the Section call: (800) 285-2221
 For handicap accessible information call: (800) 233-4100

As part of your Registration Fee, all attendees (other than exhibits only attendees) will receive program materials and exhibitor information on a CD-ROM disk.

To join the ABA Law Practice Management Section and save \$100 off the Full Registration fees and Additional Registration fees call (800) 285-2221.

Pre-registration cut-off date is March 12, 2004. After this date, please register on site at the event.

To Make Hotel Reservations at the Sheraton Chicago Hotel and Towers call (800) 233-4100. Ask for the special ABA TECHSHOW 2004 rate.

Refunds: Written requests only by March 4, 2004. Send to ABA TECHSHOW 2004, Attn: John Klein, 345 Park Avenue South, 8th Fl., New York, NY 10010. A \$50 administrative fee deducted from all refunds. No refunds after March 4, 2004.

TOTAL PAYMENT \$ _____

Make checks payable to ABA TECHSHOW.

Please charge my Credit Card:

VISA MasterCard AMEX

Account No. _____

Exp. Date _____

Signature _____



TECHSHOW Training Institute (TTI)

— Highly qualified trainers and faculty train participants on various software and products highlighted at ABA TECHSHOW. Free admission to all registered attendees. TTI presenters include Amicus Attorney, Summation, CaseSoft, Time Matters, Billing Matters, and LexisNexis.

See page 8 for details.



LAW PRACTICE MANAGEMENT SECTION

MARKETING • MANAGEMENT • TECHNOLOGY • FINANCE

The ABA Law Practice Management Section assists lawyers and other legal professionals with the business of practicing law — providing programs, publications, and resources in the core areas of marketing, management, technology, and finance. Over the last thirty years, LPM has established itself as a leader within the ABA and the profession at large. In addition to producing the world's leading legal technology conference each year, LPM has distinguished itself through its award-winning magazine and significant book publishing program. Visit us at www.lawpractice.org.

ABA TECHSHOW® 2004

Sheraton Chicago Hotel
and Towers

Chicago, Illinois

March 25-27, 2004

2003 Exhibitors

ABA Journal	Corel Corporation	IBM	Martindale-Hubbell	Ringtail Solutions
ABA Law Practice Management Section	Corprasoft, Inc.	iConect, LLC	Merrill Corporation	SMS Systems Maintenance Services, Inc.
Advanced Productivity Software, Inc.	CT CORPORATION	Image Capture Engineering, Inc.	Mitratech	Software Technology, Inc.
Alumni Computer Group	Dataflight Software, Inc.	JN Consulting Co., Inc.	Motient Corporation	Steelpoint Technologies
American Lawyer Media	Daticon, Inc.	Juris, Inc.	The National Law Journal's Litigation Services Network	Summation Legal Technologies, Inc.
Amicus Attorney	DocuLex, Inc.	Law Bulletin Publishing Company	Needles Case Management Software	Synaptec Software, Inc.
Captaris	DynamicVOICE	law.com	Nextance, Inc.	TechLaw, Inc.
CaseSoft	Elite Information Systems, Inc.	LawCommerce	NextPage, Inc.	Technology Concepts & Design, Inc.
CaseTrack (Economic Analysis Group, Ltd.)	Equisys, Inc.	LawDocsXpress	Orion Law Management System	Time Matters Software
CATCO Technologies, LLC	Equitrac Corporation	LAWTRAC Development Corporation	PerfectLaw Software	Timeslips
Client Profiles	Evidence Exchange	Legal Easy, Inc.	PrinterOn Corporation	United Parcel Service
Cole Valley Software, Inc.	Fast-Tax Trust Service/Zane Products	Legal Files Software, Inc.	Prism Innovative Resources	Verdict Systems
CompuLaw LLC	FLAVIA™ Beverage Systems	Lex Solutio Corporation	ProLaw	VIACK Corporation
CompuLit	Gateway	LexisNexis	ProVantage Software Inc.	Visioneer Inc.
Computer Law Systems, Inc./GLS	GhostFill Technologies Inc.	LexMark International	Quantum Corporation	West Group
Content Management Corporation	Global Securities Information, Inc.	LextraNet	Quorum Litigation Services	WorkSharp Technologies
	Great Barrier Reef, Inc.	LiveNote, Inc.	RainMaker Software, Inc.	WORLDOX/World Software
	Hummingbird Ltd.	Maroe Technology	RealLegal	



ABA TECHSHOW® 2004
is the World's Premier
Legal Technology
Conference & Expo!

Registration Packet

More than 50 education sessions in eleven program tracks

Two-day Expo with more than 100 booths

\$100 discount for early bird registration

\$200 discount for ABA Law Practice Management Section early birds

Join LPM today and SAVE! www.lawpractice.org or (800) 285-2221

www.techshow.com