

[How to Run Your Law Firm From Your Smartphone](#)

<http://www.therainmakerblog.com/>

by [Stephen Fairley](#)

Isn't technology great? There are so many superb business management applications available today – many for free – that it is entirely possible for one to manage their business from a smartphone, freeing you up for more revenue-generating activities.

The infographic below from *Entrepreneur* details the top sellers in six critical business management categories -- financial management, file storage, document editing, communication, customer support and monetary transactions – with information on what you need to implement them and how much they cost.

If you don't currently accept credit cards because you don't have a system in place, you can now do it cheaply and easily via your smartphone and a free card reader from Square or other similar vendors.

Technology makes it easier than ever to work smart. Embrace it.

RUNNING A SMALL BUSINESS FROM A SMARTPHONE

Roughly a **third of American small business owners** use smartphones to manage their companies, performing tasks such as banking and customer relationship management.



BUT WHICH SMARTPHONE APPS ARE BEST FOR YOU AS A SMALL BUSINESS OWNER?

FINANCIAL MANAGEMENT

Money management is routinely listed as a primary challenge to small business people across the globe. Exciting new iPhone and Android tools can make handling day-to-day finances a snap.

QUICKBOOKS



FEATURES

- Allows you to handle a variety of financial tasks.
- Record sales in a streamlined, effective, manageable manner.
- Create and email estimates to clients.

Four star rating on iTunes.



SYSTEM REQUIREMENTS

Quickbooks is available on iPhone iOS 4.2 or greater.



You can run Quickbooks on any Android device.

PRICE

FREE TRIAL of Quickbooks is AVAILABLE.

SUBSCRIPTION PLANS



range from **\$12.95 to \$39.95** per month.

MINT.COM



FEATURES

- View your balances and transactions in one location.
- Automatically updates and sorts all your financial information.
- Uses 128-bit SSL encryption, the same method used by major banks.
- Mint.com has a userbase of 10 million people.

Four star rating on iTunes.



SYSTEM REQUIREMENTS



Available on iPhone, iPad, Android phones, and Android tablets.



PRICE

MINT.COM is a **FREE APP** on each system.

OFFICE TIME



FEATURES

- Allows you to easily and effectively manage both your company's time and finances.
- Timesheets, spreadsheets, projects, and more are all made easy with this one-time payment app.

Five star rating on iTunes.



SYSTEM REQUIREMENTS

Available on the iPhone and iPad.



The core program is available for both Windows and Mac.

PRICE

The mobile app costs **\$7.99**.



The core program costs **\$47.00** on either Windows or Mac.

FILE STORAGE

The days of storing all your business documents on external hard drives or giant servers is coming to an end. New smartphone apps make managing your company's important files simpler than ever before.

BOX



FEATURES

- Store all of your company's data online.
- Use the search function to quickly and easily find files, no matter how much data you've stored.
- Access your information from anywhere and manage permissions so your employees can too.
- Favorite files for offline access.

Three star rating on iTunes.



SYSTEM REQUIREMENTS

Box is available for iPhone, iPad, Android devices, Windows phones, and many other platforms.



PRICE

FREE fourteen-day trial AVAILABLE.



Many pricing options following the free trial.

DROPBOX



FEATURES

- Manage all your company's important photos, documents, and videos.
- Save a file to Dropbox and it saves to your computers, phones, or any other devices; Dropbox itself also stores a copy, should you need it later.
- Invite anyone to view and edit your uploads.

Four star rating on iTunes.



SYSTEM REQUIREMENTS

Available for the iPhone, iPad, Android devices, BlackBerry, and Kindle Fire.



PRICE

Introductory storage accounts are free up to 18GB, and then pricing varies depending on the service required.

DOCUMENT EDITING

Document editing programs are a must-have for your small business. Without them, sharing any sort of documents efficiently is next to impossible.

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Each issue is chock-full of legal marketing information you can put to use right away and share with your staff to maximize the effectiveness of your legal marketing plan. Click here now to [subscribe to The Rainmaker Institute Law Firm Marketing Newsletter](#).



Stephen is the CEO of The Rainmaker Institute, the nation's largest law firm marketing company specializing in lead conversion for small law firms and solo practitioners. Over 9,000 attorneys nationwide have benefited from learning and implementing the proven marketing and lead conversion strategies taught by The Rainmaker Institute, LLC.

He works exclusively with attorneys and partners at small and solo law firms to find new clients fast using online and offline legal marketing strategies and to convert more prospects into paying clients using automated marketing and by fixing their follow up systems.



Stephen is a nationally recognized law firm marketing expert and the international best-selling author of 12 books and 10 audio and video training programs.

He is a Registered Corporate Coach (RCC) through the Worldwide Association of Business Coaches, has a Master's degree in Counseling and a second Master's in Clinical Psychology. Stephen's doctoral training is from Wheaton College (IL) in Clinical Psychology and he practiced as a therapist for several years in Virginia and Chicago. After leaving the field of clinical psychology Stephen founded and ran two technology companies, one in the restaurant industry and another in the health sciences field prior to launching Today's Leadership Coaching, LLC, a Chicago-based professional business coaching and consulting firm.

The Rainmaker Institute, LLC grew directly out of his experiences first speaking to, then coaching, consulting with, and training attorneys.

Stephen's work has been noted and quoted in the American Bar Association's Journal, Entrepreneur, Inc., Fortune Small Business, Harvard Management Update, Business Advisor, the Chicago Tribune, Crain's Chicago Business, and on the front covers of AdvantEdge and Choice magazines. He is a member of the prestigious National Speaker's Association and his Rainmaker seminars are sponsored several times every year by some of the largest state and local bar associations in the country.

On a personal note, Stephen loves to travel and has been to 33 countries. He enjoys boating, fishing and his two Bichon Frise dogs, is married to his college sweetheart, Ruth, and loves living in the desert just outside of Phoenix, Arizona.

For more information or to purchase one of Stephen's law firm marketing products click here.

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