



VENA: A TAILOR-MADE BUDGETING, FORECASTING, AND REPORTING SOLUTION FOR LAW FIRMS

Leveraging our experience implementing budgeting platforms for more than 75 firms, Delbridge has created out of the box functionality using the Vena platform to accelerate improvements to your current budgeting, forecasting, and reporting processes. Managing timekeeper production, employee compensation, OPEX/CAPEX, billing, collection realization, and WIP & A/R, all within an Excel-based solution has never been easier.

VENA HELPS COMPANIES ALL OVER THE WORLD. WE CAN HELP YOU, TOO.

Vena removes the risk and headaches from a range of business processes – so you can get back to the high-value work that drives your firm’s success. Vena’s ease of use and flexibility have appealed to companies in industries such as banking, retail, energy, mining, professional services and education. Our footprint extends globally with customers on virtually every continent.

Vena has a large team of subject matter experts and a trusted partner in Delbridge Solutions who has a long and successful track record helping legal and professional services firms drive efficiencies and reduce risk across a range of business processes.

AWARD-WINNING TECHNOLOGY GIVES YOU THE BEST OF BOTH WORLDS

Vena does not make you choose between the security and control of a large-scale enterprise system and the comfort of spreadsheets. Our technology was designed to let you leverage both in a single solution.

Vena seamlessly integrates with any source system, including Thomson Reuters Elite, Aderant, and others, and maps your existing Excel spreadsheets, models and process methodologies to a database governed by a workflow engine, business rules and tight security. There is little or no need to change existing organizational and operational structures – which means you are up and running right away.

STREAMLINE YOUR PROCESSES AND GAIN PEACE OF MIND

Vena integrates with all ERP, HR and payroll systems and supports the use of multiple currencies. As a result, law firms have used the solution to automate various areas of timekeeper- based budgeting and forecasting, including:

- ✓ Timekeeper production and revenue planning
- ✓ Employee expenses, such as salaries, benefits, bonuses and taxes
- ✓ Changes to the workforce, such as new hires, splits, transfers and terminations



FEATURE	HOW YOUR FIRM BENEFITS
<p>Dynamic Excel Templates</p> <p>Use a single Excel workbook that contains office/department-specific tabs to collect data from relevant departments.</p>	<p>Save time and drive efficiency: Dynamic templates are easy for your offices and departments to complete and submit with time to spare. You don't have to email hundreds of individual templates and sort through them to determine the most current version. Use pre-built templates to budget:</p> <ul style="list-style-type: none"> Expenses for GL accounts Employee compensation Timekeeper revenue, hours and rates Employee taxes Employee benefits WIP & A/R Employee bonuses Linkages between GL accounts and timekeeper revenue and expenses Payroll and fee income calendarization Capital expenses, including asset depreciation methods
<p>Central Database</p> <p>Consolidate and store data and templates in a secure, scalable environment.</p>	<p>Reduce risk of errors: When templates are saved, they are automatically consolidated into the database, reducing the potential of errors and saving your team the burden of manually linking spreadsheets or running complicated macros.</p> <p>Save time: Trial balance and timekeeper data, including hours, billings, accounts receivable, works in progress and billing rates are automatically consolidated into the database for easy retrieval and review.</p>
<p>Workflow Engine</p> <p>Optimize your firm's budgeting: implement top-down, bottom-up, or both.</p>	<p>Optimize processes: Create top-down budgets, where you set goals and push the requirements down to departments; bottom-up budgets, where you build high-level plans from more detailed ones; or, combine the two approaches to meet your firm's specific needs.</p> <p>Eliminate tedious, manual tasks: Assign tasks and deadlines to particular users and monitor their status in real-time, saving the headaches associated with manual workflow processes.</p> <p>Increase efficiency: Employee worksheet templates, production and compensation data are stored in a single location, providing full insight into timekeeper profitability.</p>
<p>Granular Planning</p> <p>Vena automatically applies planning variables across all departments and locations.</p>	<p>Support better decision-making: Planning variables such as rate per hour, working days, rank, graduation year, billable hours, merit increases, bonuses, taxes and benefits, salary, pay periods, realization and collection assumptions can be applied globally based on the automation calculations of the associated GL. All global assumptions can be overridden at the region or timekeeper level. Vena also supports zero-based planning and the use of prior year actuals in the upcoming budget year.</p>
<p>Full Audit Trail and Rollback</p> <p>Easily compare variances between forecast versions.</p>	<p>Streamline processes: Create quarterly, monthly, weekly and even daily forecasts. Every template "save" captures details about who did what, when and records changes in an easily-accessible catalog for instant, painless comparison.</p> <p>Eliminate manual work and reduce errors: Teams are no longer burdened with the need to collect status updates through email or sort through multiple versions of a single template to understand changes over time.</p>
<p>Vena Report Builder</p> <p>Create structured or dynamic reports.</p>	<p>Save time and support better decision-making: Vena leverages Microsoft Excel to create reports which can include Pivot Tables and Charts to help you navigate financial data models and easily design reports, including timekeeper reports, profit and loss reports and executive dashboards.</p>

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