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Mary Girsch-Bock • Nov. 16, 2018

ImagineTime Time and Billing

877-520-1525

www.imaginetime.com

From the 2018 reviews of time and billing systems.

Imagine Time Time and Billing is part of the Imagine Time suite of practice management applications. Imagine Time is well suited for accounting firms and legal firms of any size and can be utilized as a traditional desktop application or accessed via the cloud for anytime, anywhere access.

Imagine Time also offers mobile apps for both Android and iOS devices that allows complete mobile timekeeping capability, making it easy to record time and billing information from just about any device. New for iOS app users is the ability to email invoices to clients as a PDF directly from any iOS device.

ImagineTime uses a ribbon style menu that is completely customizable based on the employee roles. The product has also maintained its legacy menu, with users able to choose between the two during product setup. ImagineTime also includes a Mobile

Timekeeping option that can be used with both iOS and Android smartphones and

accrued on timers to the Saved Slip Timer option, which tracks time for all timers used.

ImagineTime's Billing Dashboard allows users to view billing status for all charges, format and design an invoice, select the bill type to process, and preview bills prior to printing. Five bill types are available; Detail Slip, Narrative Slip, Progress Bills & Final Bills, Fixed Fee Retaining/Recurring Bills, and SuperBills. Bills can be printed and posted individually or in batches. Bills can also be emailed from the dashboard once they have been previewed, and all bills must be printed to the screen or to a printer before they can be posted.

ImagineTime reports are classified by category, with categories such as Client and Contact Lists and Reports, Due Date Reports, Pre-Billing Reports, and Time & Expense Reports available, along with several others. Clicking on a report category will display all reports available in that category, with users able to click on a report to see a detailed description of the report. Users can also access reports from the Reporting ribbon if desired. Management reports such as Transaction Reports and Staff and Client Performance Reports, along with daily and weekly time and expense reports, with a Daily Totals report and various reconciliation reports available as well. A Report Wizard simplifies custom report creation, with users able to save all custom reports for access at a later date. All reports can be previewed and printed, or exported to Microsoft Excel for further customization.

ImagineTime offers a variety of additional modules that are designed to integrate with the time and billing application including Calendar Scheduling, and CRM, along with credit card processing, workflow management, and document management capability. ImagineTime offers both Basic and Advanced integration with QuickBooks, with the basic option included with the application, while the Duplicate Subsidiary Ledger (Advanced) option can be purchased separately and

offers users the ability to post ImagineTime invoices to QuickBooks in real time. A

with product updates and telephone/email support options available in all plan levels. Users can also access system support from the website by initiating a remote support session.

ImagineTime is well suited for professional firms of any type and size that desire a comprehensive time and billing component along with optional practice management capability. Prices vary for ImagineTime, with the desktop version starting at $295 for a single user. ImagineTime Cloud starts at $30 per user per month. Both options offer add-on modules that are priced separately.

2018 Overall Rating – 5 Stars

Firm Management