



"The Brother scanner is truly indispensable to the BPE operation now. Since its introduction we have cut the time of our daily scanning by more than 60%, freeing up our administration manager to deal with other valuable tasks"

Tom Bailey, transformation manager,
BPE Law, UK



Key benefits

- Faster and more autonomous scanning
- Reduced staff time commitment
- Less opportunity for human error in uploading documents

The challenge

Provide a robust, high-speed scanning system to support a flexible working approach for partners in a law firm.

The solution

An integrated solution featuring Brother's ADS-2600We scanner, which offers 24-page-per-minute performance and a 50-sheet automatic document feeder.

The results

A 60-per-cent reduction in time taken to digitise documents.

Brother scanner more than halves document management time for law firm

Efficient digitisation of documents received by post essential to firm's flexible approach

Innovative law firm BPE Law is exploring an exciting new model for law firms, allowing its fee-earning solicitors complete flexibility in terms of where and when they work.

However, achieving this means the firm needs an efficient system for digitising all of the post it receives and making it accessible for remote workers.

A rapid, easy to use and well-networked scanner

The firm, which specialises in conveyancing – the process of transferring home ownership from one person to another – typically receives approximately 100 important documents through the post each week.

These include letters from other solicitors and estate agents, mortgage certificates and a host of other documents, some of them dozens of pages long. This means there are anything from around 500 to 1,500 pages that need to be shared with the fee-earners each week.

BPE Law has a single permanent location in an office in Manchester, where all post for the fee earners is received. All relevant post is then scanned and uploaded to a cloud-based case management platform.

ADS-2600We scanner was the perfect solution for the task

Initially, the member of staff responsible for the post room operation was using a flat-bed scanner, but it quickly became apparent that a more efficient solution was needed.

By upgrading to the ADS-2600We scanner from Brother, the firm immediately halved the time required for scanning, from around two hours per day to just an hour.

The solution was further streamlined following some very helpful advice from Brother's support team, namely to use the scan-to-email capability of the scanner. This provided a significantly quicker way of getting high quality scans of post onto BPE's case management system, at which point documents could be easily accessed by fee earners, wherever they happen to be. This reduced the daily scan time to an average of just 45 minutes – a 62.5% improvement on the original 120 minutes.

To find out more about
the ADS-2600We
scanner from
Brother, visit

[www.brother.co.uk/
scanners](http://www.brother.co.uk/scanners)