

## Conveyancing

A faster way to optimise your conveyancing business



## Lexis Visualfiles Accelerators

### Conveyancing today - the challenges and the opportunities

In the competitive UK residential conveyancing market, margins are slim. As buyers and sellers have a wide choice of conveyancers, you need to differentiate your offering, provide consistently high levels of customer service, and meet clients' expectations for anytime, anywhere access to information. And to really boost your revenues, you may want to look outside your localised market and compete effectively for bulk business from panel providers.

In the face of a complex web of drivers, you cannot rely on traditional ways of working to gain market share and maintain your competitive positioning. You need to move to more digital and electronic ways of working, that will help you to be more productive, lower your costs, and meet your clients' demands. Lexis Visualfiles can help you do all of that.

Used by the majority of leading UK conveyancing firms, the Visualfiles case management solution can help you deliver a more successful conveyancing business by developing automated workflows that let you work more efficiently.

*"The time taken from the exchange of a contract to its completion is now measured in minutes rather than hours per transaction."*

**Stuart Wickham, Partner, Conveyancing Practice, Taylor Walton**

### Get off to a flying start

**We know that one size doesn't fit all, which is why Visualfiles is highly flexible and configurable.**

To differentiate the service you provide, you'll want to build a workflow that truly complements the way you operate - but that can take time. Time you may not have if you are keen to improve on what you are already doing, if you are starting your conveyancing business from scratch or trying to claim work you have been referring elsewhere.

Understandably, you'll want to start experiencing Visualfiles benefits as soon as you can.

That's why we've developed Lexis Visualfiles Accelerators for conveyancing, which will allow you to quickly take advantage of the efficiency gains Visualfiles offers, without reducing the scope Visualfiles provides to refine and develop the solution as your business grows and changes.

### Visualfiles: preferred by top conveyancers

Land Registry data shows that:

- More than half of the top 20 conveyancing firms use Visualfiles, including MyHomeMove, Countrywide Conveyancing Services and O'Neill Patient.
- More than 60% of the applications made in the first half of 2016 were processed using Visualfiles.

## Get to market faster with the Accelerators

The Conveyancing Accelerators are designed to be implemented swiftly in order to support the end-to-end conveyancing workflow.

In fact you can be up and running in a number of days, ready to use Visualfiles to handle transactions from initial quotation through to completion of registration. Customisation training included in the package will help you adapt the Accelerator workflows in line with your specific process.

With Visualfiles underpinning your conveyancing business, you'll be able to:

- Increase caseload volumes without affecting the quality of your file-centric view of documents, emails, images and contacts, making it simple for users to find what they need.
- Work faster and more efficiently, lower costs and reduce risk by automating processes using Visualfiles workflows and document production.
- Delegate to junior staff the routine tasks such as preparing client packs, managing enquiries and requesting searches, confident they'll be carried out to consistent standards.
- Free up senior people from administrative work, allowing them to spend more of their time developing client relationships and bringing in new business.
- More easily win business from panel providers, as simplified integration with their systems enables you to receive bulk instructions, exchange data, and report back against your performance.

### Applied industry expertise

The Conveyancing Accelerators were developed in partnership with sector specialists, and under the leadership of a former head of residential conveyancing who has guided innovation at a number of top 100 law firms.

- Enable integration with third parties such as the Land Registry and other online providers to streamline searches and other processes.
- Demonstrate greater compliance and risk management, which could help to negotiate reduced indemnity insurance premiums and show suitability for panel entry.

### How does licensing work?

If you're already a Visualfiles business, and have sufficient user licences, you just need to buy the Conveyancing Accelerators.

If you're new to Visualfiles, then you'll need to buy the Visualfiles platform and user licences, along with the Accelerators.

## Conveyancing Accelerators - features and benefits

The Accelerators include all the data and workflows needed to deliver an efficient conveyancing service, including management of activities to support:

- Quotation
- Instruction
- Exchange
- Completion
- Abortive sale / purchase
- Linked sale and purchase

Implementing the Conveyancing Accelerators will give you rapid access to features that will speed, streamline and de-risk the entire conveyancing process.

Feature	Benefits
<b>Undertakings</b>	Reduces the risk associated with failing to record undertakings by taking away the burden of recording, releasing and producing documents. This helps ensure that professional obligations are met, and that compliance professionals have full visibility of obligations and exposure.
<b>Financial transactions</b>	Reduces the risk of misquoting prices and fees, and provides early warnings of insufficient funds to enable rapid rectification. This helps avoid typical sources of embarrassment and client frustration. Can be linked with your financial systems to automate the transfer of information and completion statement production (subject to integration). Supports bank transfer requests, with authorisations built in to reduce the risk of fraud.
<b>Security</b>	Supports the recording and checking of security information for parties involved in a transaction, helping to avoid fraudulent phone calls.
<b>Best-practice templates</b>	Enables production of correspondence and other documents needed during the conveyancing process, automatically pre-populated with data from the system, which reduces effort and the risk of error.
<b>Integration with Lexis SmartForms<sup>1</sup></b>	Automates the production of conveyancing forms, fully populated with case data.
<b>Contact management</b>	Acts as the single point of truth, enabling you to enter contact information once and attach it to any transaction - saving time and effort for users, and helping avoid mistakes.
<b>Integration with postcode provider<sup>2</sup></b>	Streamlines postcode and address lookup and reduces the risk of error.
<b>Key stage checklist</b>	Enables you to verify that all steps in a transaction have been carried out. Helps your junior staff through a supported process, to reduce the risk of errors and complaints.
<b>User guidance and supervision</b>	Enables your staff to be supported according to their experience, so that management is by exception and work is allocated to appropriate team members.
<b>Task allocation</b>	Allows you to make best use of resources based on work volumes, staff skills and absences.
<b>Integration framework</b>	Enables you to integrate Visualfiles with your chosen providers of searches, Inland Revenue integration and other services, to speed up search, stamp duty and other processes; and avoid duplication of effort and the risk of human error.
<b>Process enquiry handling</b>	Ensures that enquiries are recorded and responded to, tracked and managed.
<b>Opportunities</b>	Supports improvement in your conversion rate and better reporting around new business success.

<sup>1</sup> Lexis SmartForms requires a subscription. Integration with other forms packages can be achieved through additional services.

<sup>2</sup> Out-of-the-box integration with a dedicated postcode provider. Integration with alternative providers can be achieved through additional services.

## Future evolution

The Conveyancing Accelerators are just your starting point for success with Visualfiles, the most widely used automation tool in the UK residential conveyancing market.

It's proven to work at scale - so no matter how far or how fast your business grows, you won't need to look for another solution.

Our consultants can help you tailor Visualfiles to meet more complex or extensive conveyancing requirements, and develop it to keep pace with changing market conditions and business imperatives.

What's more, Visualfiles isn't limited to the conveyancing process; it's a flexible, scalable case-management toolkit that can support almost any process or workflow that can be automated for efficiency gains.

Whatever your short or long-term development needs, you can call on our client advising and professional services teams to help you build the right solution and keep your business on track for continued success.

*"We are using the Accelerators as part of our Visualfiles implementation, and they have provided a rapid foundation upon which to build; much quicker than starting from scratch. The flexibility of Visualfiles means that we can then make any changes to suit our specific needs."*

Ann Harrison,  
Chairwoman at Stephenson Solicitors LLP

**Stephensons**

*"Visualfiles will future-proof our business. The solution is inherently scalable, and a proven leader in the conveyancing market"*

Kyle Peddie,  
Chief Executive at Your Conveyancer

**your**  
Conveyancer

*"Our investment in Visualfiles is part of a major technology refresh as we look to embark on the next phase of business growth"*

Paul Tennant,  
IT Director at My Home Move Ltd

**MyHomeMove**

*"The Conveyancing Accelerator got us operational on the Visualfiles platform very quickly. In fact, it has reinvigorated the business"*

Stacey Parkin,  
Operations Manager at Poole Alcock

**poole alcock**  
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## Lexis<sup>®</sup> Visualfiles<sup>™</sup> Accelerators

### For more information

To find out more about [Lexis Visualfiles](#) and to discuss your firm's specific business requirements, please visit [www.lexisnexis-es.co.uk](http://www.lexisnexis-es.co.uk), email [salesinfo@lexisnexis.co.uk](mailto:salesinfo@lexisnexis.co.uk) or call [+44 \(0\) 113 226 2065](tel:+44201132262065) to speak to a LexisNexis Enterprise Solutions consultant.



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