



## Stinson Morrison Hecker LLP Uses Levit & James' Best Authority® To "Take the Dread Out" of Creating a Table of Authorities

By Virginia Quigley, Stinson Morrison Hecker LLP

**F**OUR YEARS AGO, I WAS ASKED TO BE A beta tester for Levit & James' Best Authority®. At the time, our law firm was using FullAuthority® from LexisNexis® to create its Table of Authorities (TOA), but I refused to use it. FullAuthority did not pick up all citations contained within documents and so it was practically worthless. Instead, I used Word to manually mark citations and create my TOAs, but that was also a grueling process. I needed three to four hours just to accurately mark the TOA.

When I first tested Best Authority, I thought it could be more user-friendly. I gave my feedback to Levit & James and when I saw the updated version I was both surprised and delighted. They had implemented my suggestions along with those of many other beta testers and improved the product tremendously. We immediately started working to roll out Best Authority. I never again had to use Word to create my Table of Authorities.

**B**EST AUTHORITY SIGNIFICANTLY CUTS THE time it takes to create a TOA. If the attorney has edits or deletions to the document after it has been scanned, it's easy to incorporate the changes, because Best Authority retains all the edits previously made. You can simply scan the latest version of the document and quickly check it. That is a huge benefit. With Word or FullAuthority, if edits or insertions needed to be made, it was impossible to easily update the TOA.

Whenever I train a secretary or paralegal to use the product, they find it extremely easy to learn. Attorneys are also always

impressed with how quickly a TOA can be created with Best Authority. Even if there are additional changes to be made after generating a TOA after a final review of the document, I can still get it out the door quickly.

**O**UR KANSAS OFFICES ARE HUGE FANS OF Best Authority. Their courts require a TOA to be split apart and then incorporated into a Table of Contents, which makes for an even more complicated process. Best Authority fully automates integrating the TOA into the Table of Contents. It's so much easier than having to manually edit the Table of Contents/TOA to incorporate the citations. It's completely customized.

According to Marilyn Kopper, a legal secretary in our Wichita, Kansas office, "Best Authority cuts a five or six hour process down to an hour, depending on the size of the brief and the number of citations included. It takes the dread out of creating the docu-

ment, and the lawyers love it."

With some software, if you don't use it for a month or more you forget the details of how it works. It's like re-learning the software all over again. That is not the case with Best Authority. It is that easy to use.

Best Authority has saved my firm and me both time and sanity. Before Best Authority, we spent hours creating TOA documents. Best Authority has streamlined a very complicated process, making our firm more efficient.

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