

# Transaction Recovery Systems, Inc.

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## Copy Audit|Print Audit 5 Export Configuration for Legal Master

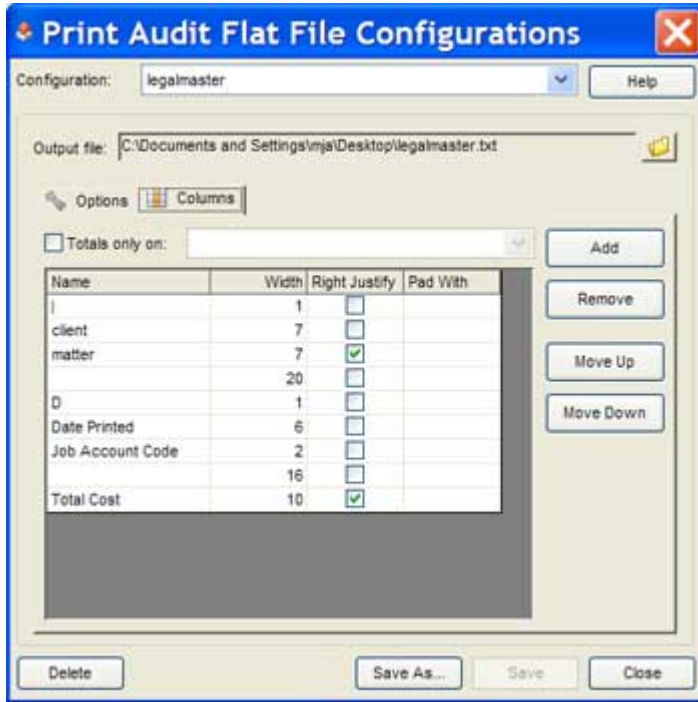
Configure the CopyAudit Program to export records to Legal Master Time and Billing for importing into client bills.

To create the Legal Master export configuration, go to Print Audit 5|Reports|Job Manager|Tools|Export Results|Configurations. Create the screens below and save the configuration.

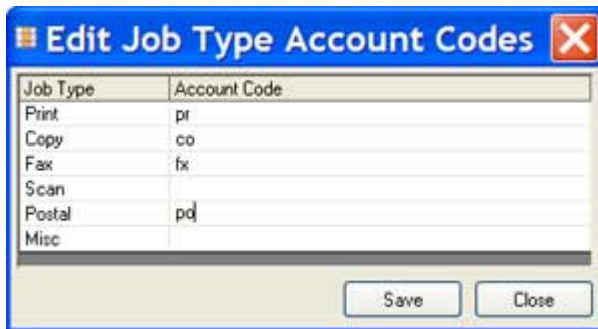
To create the actual export file for Legal Master, go to Print Audit 5| Reports|Job Manager|Accounting|Run Accounting.



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To configure the Job Account Code, select Accounting|Edit Job Type Account Codes. Enter the applicable expense codes from Legal Master in the Expense Code column.



The above configuration will generate an export file that contains detailed records in this format:

First character is a pipe sign		You know - that funny character just above the backslash on your keyboard
Client	1234567	7 characters, left justified
Matter	890112	7 characters, right justified
20 Spaces		
"D" capital	D	Refers to Direct cost

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letter I

Date 011206 MMDDYY

6 Spaces

ExpenseCode co co = copies in this example

16 Spaces Use the space bar

Total amount 1.00

|client matter D051104co 0.99

|client matter D051101fx 2.10

|client matter D051031co 0.90

|client matter D051031co 1.50

The Expense Code is generated from the Job Type Accounting Code set-up.

## That looks like this:

|client matter D051104co 0.99  
|client matter D051101fx 2.10  
|client matter D051031co 0.90  
|client matter D051031co 1.50

## The fields exported from CopyAudit are:

Client code  
Matter Code  
Date printed  
Job Account Code  
Total cost

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To import the file created into Legal Master, use the Import Module feature.