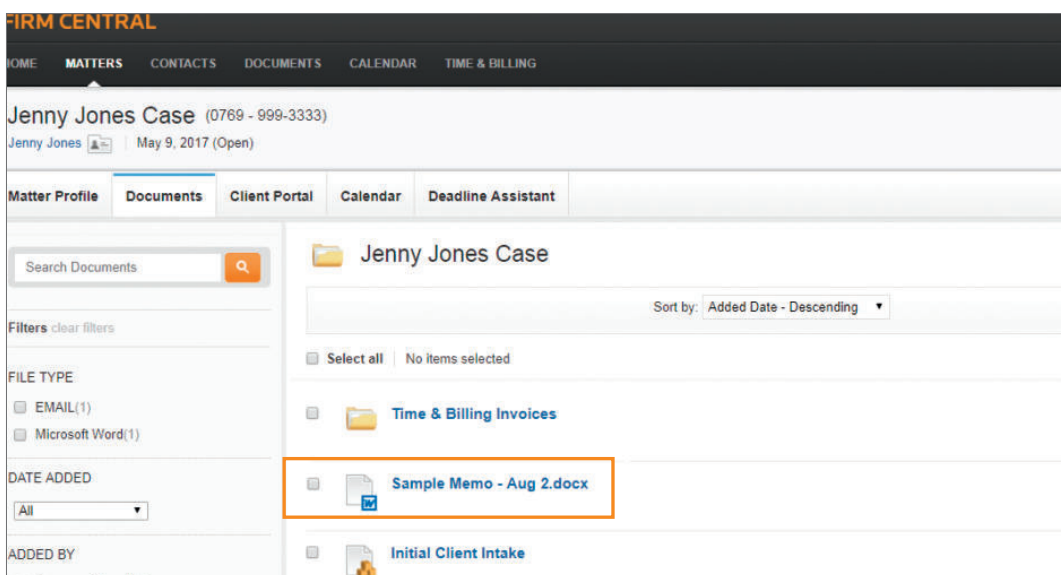
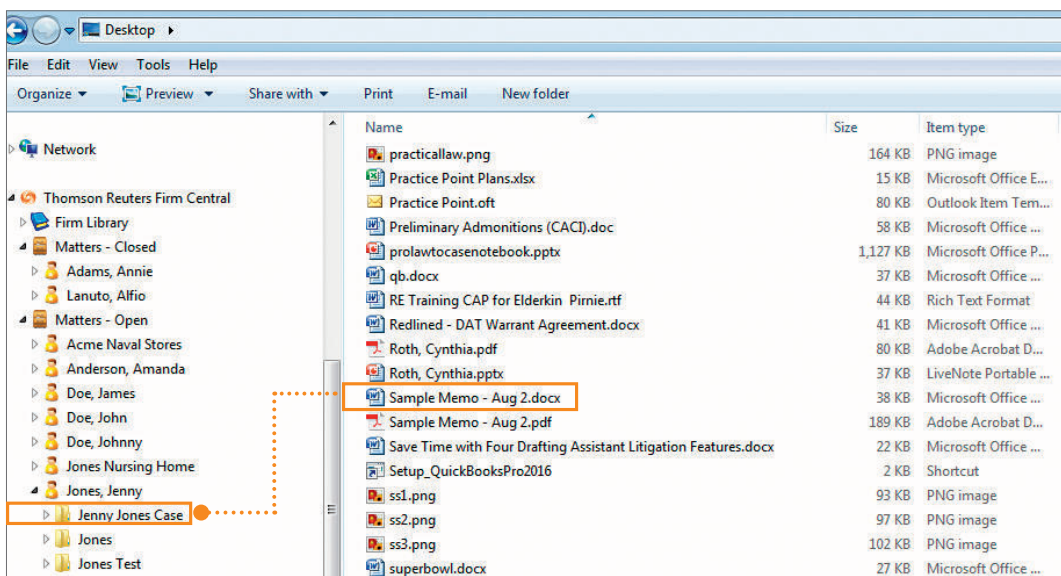


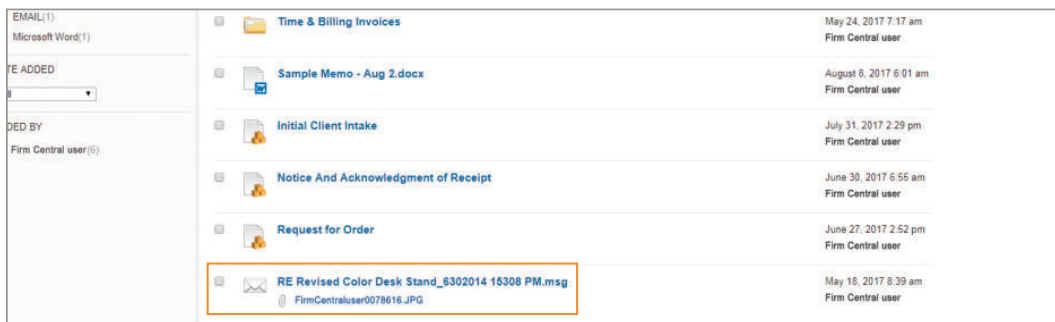
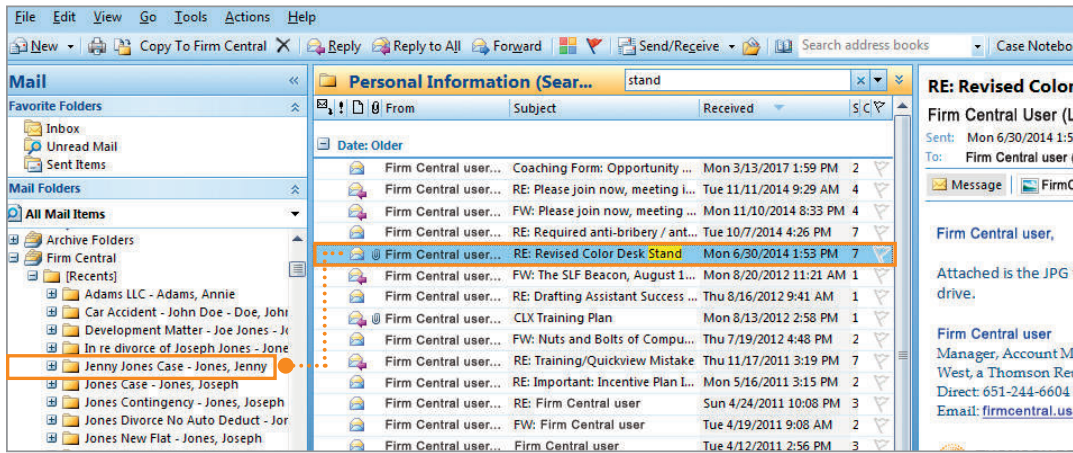
Four reasons to install the Firm Central desktop plugin

The Firm Central® desktop plugin is easy to install and gives you four significant ways to make using Firm Central even easier and more productive:

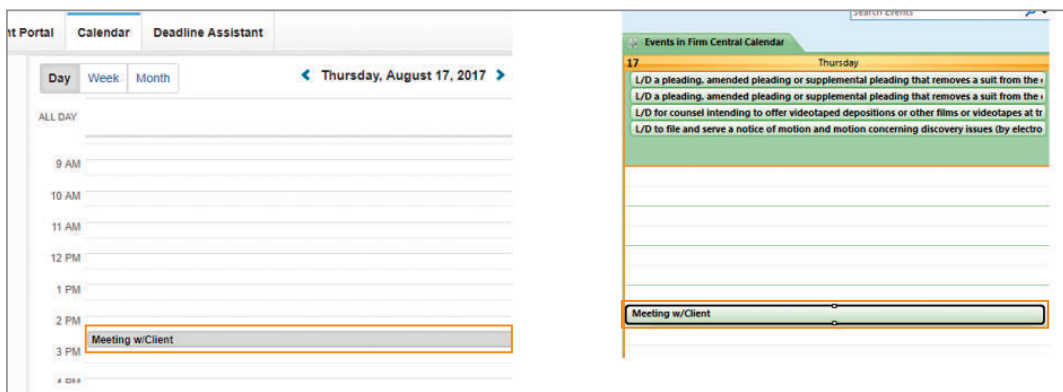
- 1 **Easily drag and drop files into your Firm Central folders on your desktop,** which imports them directly into Firm Central.



- 2 Quickly drag and drop email messages (plus attachments) within Microsoft® Outlook® into a Firm Central case.



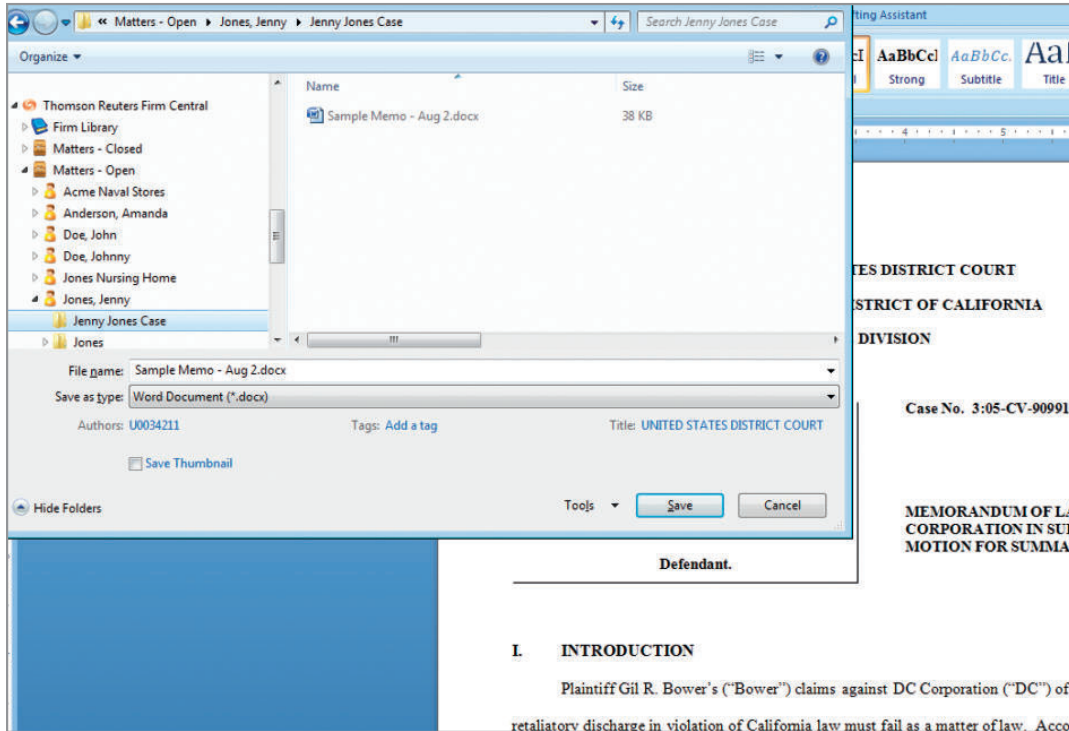
- 3 Two-way calendar sync between Outlook and your Firm Central calendars.



Customer
Favorite

- 4 Save a file directly into Firm Central (from Microsoft Word, for example) by saving it to the applicable Firm Central folder.

This is especially helpful for Westlaw® Form Builder users who want to save their completed forms directly into Firm Central.



If you'd like to install the Firm Central desktop plugin on your Windows® PC, use this link:

info.legalsolutions.thomsonreuters.com/software/firm-central/default.aspx

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