



FIRM #

YEAR

TIMEKEEPER #

PAGE #

CONVERSION TABLE TO 100THS Quarter Hours & Minutes	1/4 hour = .25	3 minutes = .05	30 minutes = .50
	1/2 hour = .50	6 minutes = .10	36 minutes = .60
	3/4 hour = .75	12 minutes = .20	42 minutes = .70
	1 hour = 1.00	18 minutes = .30	48 minutes = .80
		24 minutes = .40	54 minutes = .90

To develop your own codes
or for other assistance,
please call: (800) 733-9933

WEB LOG

FILE NAME (OPTIONAL)	DATE				FILE #	HOURS	AMOUNT	CODE	PRINTED DESCRIPTION
	M	M	D	D					
1							\$		
2							\$		
3							\$		
4							\$		
5							\$		
6							\$		
7							\$		
8							\$		
9							\$		
10							\$		
11							\$		
12							\$		
13							\$		
14							\$		
15							\$		
16							\$		
17							\$		
18							\$		
19							\$		
20							\$		

Log4-090101

TOTALS:

PMT = Payment was received. Thank You. RAN = Paid into the General Retainer.
TAN = Paid into your General Trust Account. OUT = Remove File and Makes Automatic Adjustments.