

JUBILEE

FEATURES



LIST OF FEATURES

What are the features in Jubilee?

Jubilee has a multitude of features and tricks that have been incorporated in it to make it more efficient. The following list is a breakdown of those features and what they do. Check out our Jubilee Features video: <https://youtu.be/KBHzicozj9E>

Automatic Filing with CM/ECF:

Jubilee can automatically file cases with CM/ECF however, any amendments will need to be filed manually with the Bankruptcy Court.

See our Filing a Case Electronically (ECF) video for more information: <https://youtu.be/Zs2L-rHnPEE>

Copying Paychecks: This function allows you to copy paycheck records to quickly enter data for the Means Test Calculations.

To learn how to use this feature, see our Copying a Paycheck video: <https://youtu.be/QMNWq4eLO1g>

Due Diligence Integration: When ordering from any due diligence provider such as CIN Legal Data Services, the information can be imported into the case.

Note: These are third party services offered by these providers. Contact them for pricing and additional information.

See our Order & Import a Credit

Automatic Search: When adding any contact to a case such as a debtor, creditor or attorney, Jubilee will automatically start searching your contact list to connect them to the case.

Copying Addresses: When adding a spouse to a case with the same address as the husband/wife, you can click **COPY FROM SPOUSE** and the address will be pulled in from the spouse.

Exemption Calculator: The exemption calculator in Jubilee gives a side by side comparison of the total amounts exempted for the State and Federal exemptions selected.

i Icons: Hovering over these icons shows additional information or clarification in different sections of the program. Some information that these icons contain is tracking information, such as when and whom modified a case, and where data will print on a specific form.

Billing & Invoices: Jubilee has the ability to email invoices and track payments for easy firm management.

For more information, check out our Billing & Invoices video: <https://youtu.be/MWZAy1GpEFM>

Default Exemptions: Default exemptions can be set for each asset category. Once set, they will be applied to all new created cases. Default exemptions can be deleted when no longer needed.

Exemption Search: Jubilee allows you to quickly search for an exemption based on statute or keywords. For example, you can search the exemption list for Homestead or Wild Card.

Integration with NDC: Jubilee can be linked to your National Data Center (NDC) account. When linked to any filed Chapter 13 case, you have access to see attorney and creditor payments, receipts, payment due dates, and other collected data from NDC.

Report video:

<https://youtu.be/3rHgk5WA9tk>

Jubilee LegalPayments

Integration: This software allows you to process credit, debit and ACH transactions with automatic recurring payment functionality. It can be used as a standalone product or be paired with a Jubilee account for an additional cost.

Pre-Filing Exceptions Report:

When trying to file a case, you may see a list of case issues with either a red or orange triangle. These case issues are there to help make sure all the needed information has been entered before filing. Case issues with a red triangle must be taken care of before filing while orange ones are a warning that are not required to be fixed.

USPS Validate Button: The address entered for a contact is verified with the USPS database and will return an error if given an invalid address.

Note: This verification checks that the address exists in the USPS database. This is not a verification of a contact's address.

Jubilee Notices: Jubilee Notices is our ECF email management software that connects to your Jubilee account. It automatically downloads your ECF emails, saves the “free look” PDF files, and calendars the dates from the docket text of the notices.

Note: Jubilee Notices is a separate product that can be purchased for an additional cost.

To see Jubilee Notices, check out our Jubilee Notices video:

<https://youtu.be/3rHgk5WA9tk>

Private Case: When making a case private, only the attorney and staff members that have been added to the case will have access to it.

Note: You will automatically become a staff member of any case that you created.

Watermarks: In Jubilee, you have the ability to set watermarks on the official forms. The different watermark options include none, filed, draft, copy and client copy.

Note: All locked cases will only have the draft watermark until the case is unlocked.

Note: This feature is only available with a Jubilee subscription.

See our National Data Center (NDC) Integration video:

<https://youtu.be/x2BcOcBebAA>

Quick Viewing Forms: Throughout different sections of Jubilee, in the top right corner, you can view the forms pertaining to the section you are in. This tool allows an easy way to view the forms as information is entered and changed throughout Jubilee. To skip to different section of the PDF, click the **Go to** button and select the desired section.

Time Clock: This clock will track your billable time when working on a case. If you change to another case, the timer will automatically pause and resume when you get back.

Note: This feature is only available with a Jubilee subscription.

Zip code: When typing in a zip code for an address, the city, state and county can automatically be pulled in when clicking the **magnifying glass** next to the zip code section.

For more information about Jubilee features, feel free to contact us. Continue scrolling down for contact information and quick links to tech support, websites and social media.

CONTACT INFORMATION

LegalPRO Systems, Inc.
12042 Blanco Rd #308, San Antonio, TX 78216
(210) 561-5400
7:30-6:30 Central Time, Monday-Friday

Click on the **bold text** to go directly to each website.

Tech Support

Support Email:

support@legal-pro.com

Email us with questions, comments or concerns. If immediate assistance is needed, please call us at (210) 561-5300.

Schedule a call with our **Onboarding**

Specialist: <https://calendly.com/evonne-1>

Tutorial Videos:

<https://jubileebk.com/tutorial-videos>

These how-to videos are located on our Jubilee website.

Forum:

<http://forum.legal-pro.com>

On our Forum, you can post a question or look at previous questions we have answered.

YouTube Channel: https://www.youtube.com/channel/UCxmiUD-xM_IJUOeWG_WO_wA

Subscribe and be notified when new videos are posted and have first access to it before it goes on our Jubilee website.

Websites

LegalPRO:

<https://legal-pro.com>

On our main website is where you can find a list of our products, client testimonials, meet the LegalPRO team, pricing and other related information.

Jubilee:

<https://jubileebk.com>

This is where you can find tutorial videos, instructional PDF's, pricing, features, and other information about Jubilee.

Jubilee Application:

<https://jubileebk.net>

This link will take you to the Jubilee application log in page.

Social Media

Facebook:

<https://www.facebook.com/legalprosystems>

Like us on Facebook to see new videos, conferences we are attending, updates, special offers and contests.

Jubilee & LegalPRO Systems, Inc Twitter

https://twitter.com/jubilee_bk

<https://twitter.com/legalprosystems>

Follow us on Twitter to see new videos, conferences we are attending, updates, special offers and contests.