



cerenade Immigration Practice Management

Better Software, Better Service, Better Price™

"Eimmigration continues to be the best solution to handle the volume and diversity of clients and matters handled by ASLG. Eimmigration's self-contained, web based solution, provides ASLG's clients, attorneys and staff with the tools to be more efficient and better informed, no matter where they are located. Also, Cerenade's commitment to ensuring that eimmigration is developed and enhanced to meet ASLG's needs is refreshing in the technology industry, and makes Cerenade an integral partner to ASLG's growth strategy."

Ira Azulay

AZULAYSEIDEN LAW GROUP (ASLG)

"Using eimmigration, we are handling more cases than ever, providing better than ever status and reporting service to our corporate clients, increasing our profitability while eliminating usual headaches associated with installation, hosting, security, management, and maintenance of a mission-critical application such as eimmigration. Cerenade does it all."

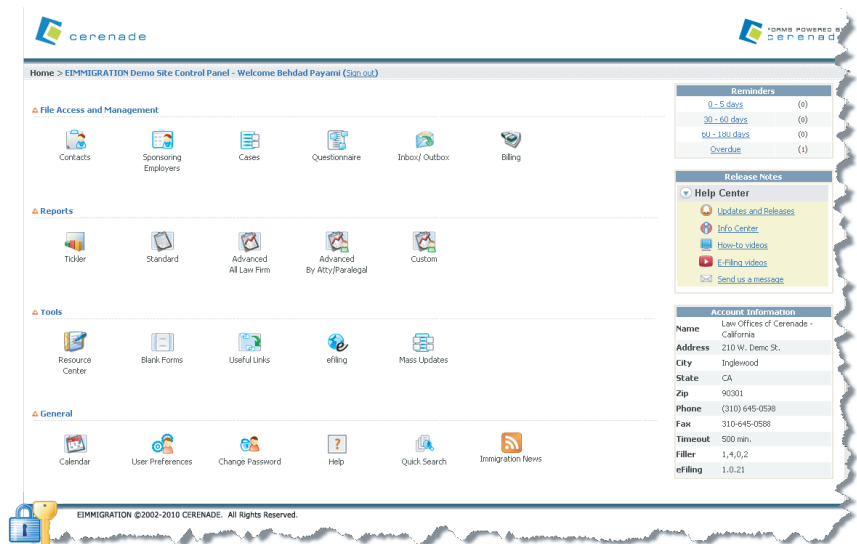
David Kussin, Managing Partner
MUKAI & KUSSIN LLP



www.eimmigration.com
www.eimmigrationAir.com
1-800-617-4202

EIMMIGRATION is a suite of online tools to help manage your immigration practice. EIMMIGRATION is supported on Windows running Internet Explorer 6 or higher, and requires installation of Cerenade Filler, a light weight Windows application, on the client PC.

EIMMIGRATION AIR offers many of the features associated with EIMMIGRATION, plus support for Mac, iPad, and, in general, any device that runs Safari, Firefox, Opera, Chrome or Internet Explorer. EIMMIGRATION Air is a cloud application.



HOME PAGE OF EIMMIGRATION

QUESTIONNAIRES can be emailed to clients for completion and submission back to your office. Once reviewed, questionnaires can be accepted & saved, or rejected & discarded.

HOSTING is available through Cerenade. EIMMIGRATION can also be hosted by you or an Internet Service Provider of your choice. (additional fees may apply.)

SECURITY is provided via Secured Socket Layer (SSL). SSL provides a secure environment for managing and accessing immigration cases and preparing immigration forms across the Internet through a TRUSTED site.

TRAINING is provided free of charge online. Cerenade conducts weekly Webinars to demonstrate and train you on new and existing features of EIMMIGRATION. Private training is available for a fee. In addition, FAQ Articles and over 100 minutes of Video Training clips are available online.

E-BILLING MODULE allows you to keep track of case-related expenses, prepare invoices, apply payments, generate reports and email invoices to clients.

Visit Our Training Site: <http://www.cerenade.com/training>



EIMMIGRATION is CONFIGURABLE which supports customization to processes, process steps, questionnaire and checklists. It also supports creation of multiple offices, and keeps track of additional documents and important dates.

- Do-It-Yourself Training Videos on Software Features, E-Filing, and Admin Console.
- FAQ Articles.
- Unlimited Support via Telephone & E-Mail. Phone support hours are 8:00am to 5:00pm PT Monday-Friday except for holidays.
- 24x7 support is available during non-business hours.
- E-Mail one or many forms in PDF.
- Authorize your clients to access Forms, Cases and Reports related to their cases.
- Send Questionnaires to new and existing clients.
- Data received via questionnaire is used to update existing or create a new client file.
- Generate Reports on users, reminders, process steps, cases, caseload per attorney, billing, and many more.
- Add Reminders and Comments to any case or client file.
- Use the Admin Console to customize your system.
- Import all of your EILA data. Import from other sources is possible with restrictions.
- System Maintenance, Data Backup, and Form Updates are managed by Cerenade on a regular basis and as often as needed.
- **Free Weekly Training Webinars**
- **Free Training Video Clips**
- **Low Setup Fee**
- **Low Fixed Monthly or Annual Fee**



The screenshot shows the 'Administrative Console' interface. On the left is a navigation menu with categories like 'Admin Console', 'General Info', 'Catalogs', and 'Sign out'. The main area is titled 'Administrative Console' and contains several sections: 'Basic Information' with fields for ID, Company/Firm Name, website URL, Timeout, Automatic case number, and Case number formatting; 'Liaison emails' with fields for General Liaison, Billing contact, Billing email, Billing email (cc), Secondary sender email, RSS Feed from, For client support, and For employer support; and a 'Sign out' button. A 'Save Changes' button is at the bottom. A copyright notice 'EIMMIGRATION ©2002-2010 CERENADE. All Rights Reserved.' is visible at the bottom of the console area.

Administrative Console

REPORTING MODULE provides a host of facilities for creating generic to custom reports. Reports can be exported to Excel.

CLIENT ACCESS is provided on a case-by-case basis. Authorize your clients to login and view cases, their profile, and forms. Corporate clients can generate reports and access profiles and cases of their employees.

TIMES TRACKER monitors USCIS Processing Times and Visa Bulletin web sites and sends reminder notifications when petitions become eligible for processing. Available May, 2012.



STANDARD FEATURES

- Client and Case Management
- Reporting
- Tickler and Reminders
- Forms Management
- Questionnaire Processing
- Configuration/Administration Console
- Process Management & Tracking
- Client Forms Sharing / Collaboration
- Library of 260+ forms covering USCIS, DOJ, DOL, ETA, DOS, EOIR, DS, and DHS.
- Multi-user access
- SSL Encryption & Secured Data Storage
- Free Weeking Training
- Do-It-Yourself Video Training
- 24x7 Support

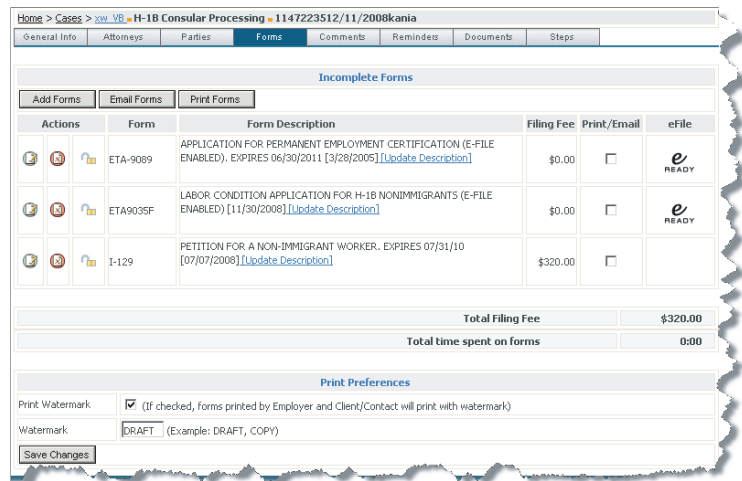
ADD-ON MODULES

- E-Filing
- Times Tracker for USCIS & Visa Bulletin
- Outlook Mail Integration
- Client Billing and Invoice Generation
- E-Calendar



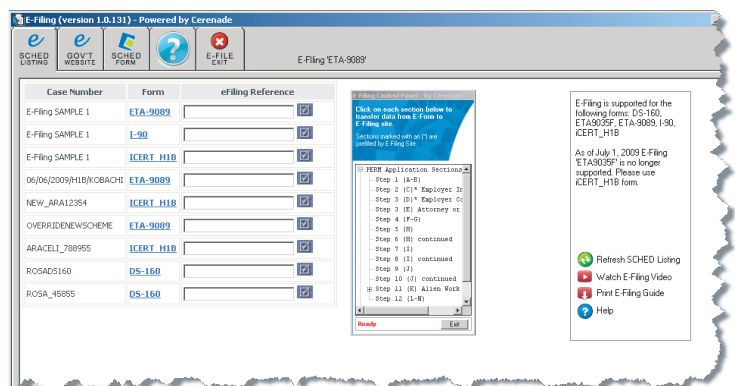
E-MAIL FORMS to clients and others as a PDF file. Select one or more forms, select the recipient(s), decide whether to add Watermark, and click the Send button.

LIBRARY OF 260+ FORMS is updated on a regular basis. Forms in EIMMIGRATION come from many sources including USCIS, DHS, DOJ, DOL, EOIR, ETA, EOIR, and U.S. Department of State and are updated regularly. Forms can be Saved, Printed, E-Mailed, Spell-checked and E-Filed. Font change, Auto Shrink-to-Fit, Stick-On Notes and Type-Anywhere are among other features supported by EIMMIGRATION forms. You can also add fully customizable narrative and attachment pages to forms.



Example of the Forms Page for a Case

E-FILING is the simplest, and most accurate way to submit data collected via EIMMIGRATION. E-Filing does not dump data on to government sites! E-file process covers DS-160, PERM, iCERT applications and more. E-Filing requires client-side installation and runs only on Windows and Internet Explorer.



Example of an E-Filing Screen



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Immigration Practice Management
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Case Management

Search
 Receipts
 Reminders
 Comments
 Forms
 Process Mgm't
 Checklist
 Attachments

Contact Management

Search
 Wizard
 Biographic Info.
 Custom Fields
 Comments
 Attachments
 Access Rights Mgm't
 Case Collection

Reporting

Standard Reports
 Advanced Reports
 Custom Reports
 Contact Reports
 Case Reports
 Caseload Reports
 Billing Reports
 Tickler
 Export to Excel

Questionnaire

Wizard-driven
 Custom Pages
 Unsolicited
 Attach Documents
 Assign Expiration Date
 Printable
 Tracking
 Auto-build Contacts

Forms Management

Over 260 Forms
 Gov't Instructions
 Blank Forms
 Bulk Print/E-mail
 Auto-populate
 E-mail Forms in PDF
 Add Notes***
 Type Anywhere***
 Spell Checker
 Add Addendum Page
 Font Change***

Billing & Invoicing

Invoice
 Payments
 Write-off
 Charge Item
 Payee Assignment
 Custom Billing Items

Security

Strong Password
 Password Encryption
 SQL Injection Prevention
 HTTPS
 Idle Timeout
 Password Expiration

Hosting

Service by Rackspace.com
 Nightly Full Backup
 Daily Incremental Backup
 Facility Security
 Firewalls
 Power Redundancy
 Isolated Database
 Redundant Routing
 Backup & Recovery

Calendaring

View by Day, Week
 View by Month, Year
 Share Calendar
 Export items to Outlook
 Recurring Items

Admin Console

Manage & Customize
 Attorney/Paralegal Profile
 Office Locations
 Processes
 Billing Items
 Letter Merge Templates
 Questionnaires
 Questionnaire Cover Letter
 User Access Rights

Support

Phone Support
 24x7 email Support
 Weekly Web-Training
 Self-guided Training Videos
 FAQ Articles

**** Se habla español ****

Client Access

Assign Access Rights
 Profile
 Comments
 Attachments
 Case Status
 View | Edit Forms*
 Billing
 Reports

E-Filing***

PERM Application
 Labor Certification
 I-90
 DS-160 Visa Application
 More...

Platforms

PC
 Mac
 iPad + other Tablets
 iPhone + other Mobile Phones
 Internet Explorer
 Internet Explorer (64-bit)
 Safari
 Firefox
 Chrome
 Opera

Cerenade is a U.S. Company Serving Clients Globally

- U.S. Department of State (DC)
- U.S. Department of Energy (NV)
- USAID (DC)
- County of Durham (NC)
- County of Randolph (NC)
- Gloucester County (NJ)
- Williamson County (TN)
- Hess Corporation (TX) (NJ)
- Manitoba Hydro (Canada)
- Shell Oil (TX)
- Texans Credit Union (TX)
- Immigration Attorneys, LLP (IL)
- American Gateways (TX) (Nonprofit)
- Immigration Project (IL) (Nonprofit)
- Elkind Alterman Harston PC (CO)
- Watson Law Offices (MA)
- Mooers Immigration Law (MD)
- Fragomen, Del Rey, Bernsen (DC)
- Law Office of Felipe DJ Millan PC (TX)
- The Law Office of Robert A. Murtha, Jr. (NY)
- Just Law International (VA)
- Law Office of Kwao Amegashie (MN)
- Neal Richardson Datta Attorney At Law. P.C. (NY)
- M.C. Law Group, LLP (CT)
- Law Office of Mahsa Khanbabai (MA)
- Steven R. Lawrence Jr (UT)
- Farzaneh Law Firm (OK)
- Fuller & Fuller (NY)
- Saenz-Rodriguez & Assoc. (TX)
- K & L Gates LLP (PA)
- Hodgson Russ LLP (NY)
- Northern Manhattan Coalition for Immigrant Rights (NY) (Nonprofit)
- Mukai & Kussin, LLP (CA)

US Department of State
 APPROVED VENDOR
General Services Administration
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We offer Special Discounts to Nonprofit organizations.

Para obtener información adicional, por favor marque x7183

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