

WiseTime & HighQ | connect through Echo Sync

DATA SHEET

Let WiseTime be your memory and personal assistant, as it autonomously collates where your attention has been throughout the day. It tags any identified matters from HighQ, and allows you to send your timesheet to the corresponding iSheet.

WiseTime is a passive tool, which means it works while you do. Without you having to press start or stop on a timer, WiseTime gives you an accurate timeline of your days' work. The WiseTime desktop app can track activities across all applications and computers including Microsoft Windows and MacOS.

Using Echo Sync (Echo) to connect WiseTime and HighQ, matter IDs are recognized within captured activities and tagged within WiseTime. When users post their time from WiseTime, it is sent to the corresponding iSheet within HighQ.

Increase billable hours, realization and utilization rates while decreasing manual tasks and administration work

Echo automatically runs in the background on a scheduled basis, syncing posted time entries related to each matter from WiseTime into the corresponding matter iSheet in HighQ.

Additionally, Echo produces summary items in iSheets for each matter, user, or activity, saving users valuable time and effort processing their time and billing information.

Echo is an API-based enterprise content and records synchronization product designed to automate processes, support internal and external collaboration, and help maintain content governance.

With WiseTime's AI-driven autonomous timekeeping, you will:

Reduce administrative burden: Reduce admin work without having to manually enter activities. WiseTime automatically captures activities, assigns to detected HighQ matters and Echo syncs the posted time to the corresponding iSheet

Capture more billable time: Without relying on memory or manual input, users report huge increases in their billable hours and regain lost time

Retain uncompromised individual privacy: Your activities are visible only to you until you decide to share them. No sensitive data is ever captured or shared. Led by strong privacy-first principles, WiseTime puts you in complete control of your data



OUTSOURCE YOUR TIMEKEEPING TO WISETIME

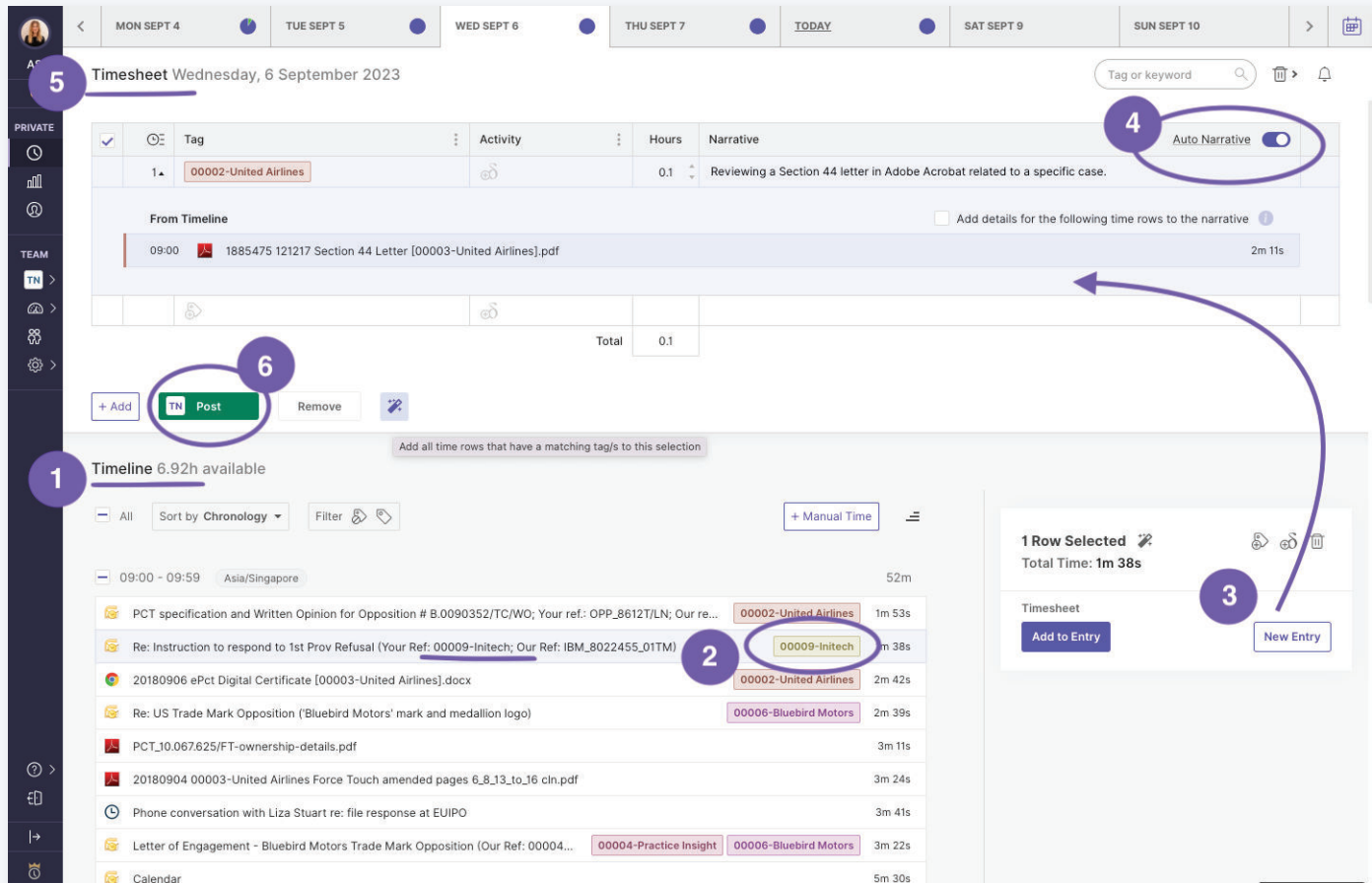
Automate your timekeeping

- Autonomous time capture so you never miss a minute without any start-stop clocks or manual entry
- Automatic & AI boosted recognition of case references
- AI Narrative feature can generate an activity summary for invoices

Integrate to optimize efficiency

- Echo connects WiseTime to HighQ so activities are sent directly to the corresponding iSheet
- Eliminate manual processes, double entry, and errors with a scheduled and automated sync
- Provide automated item summaries for each matter within HighQ
- Improve user efficiency and reduce workload

Account for every minute, without wasting any on timekeeping



The screenshot shows the ANAQUA Timesheet interface for Wednesday, 6 September 2023. The interface includes a timeline of activities, a timesheet table, and a narrative summary. Numbered callouts highlight the following features:

- 1. Timeline of captured activities:** A list of activities with timestamps and descriptions, such as "PCT specification and Written Opinion for Opposition # B.0090352/TC/WO; Your ref.: OPP_8612T/LN; Our re..." and "Re: Instruction to respond to 1st Prov Refusal (Your Ref: 00009-Initech; Our Ref: IBM_8022455_01TM)".
- 2. Auto-tagged matter IDs:** Matter IDs are automatically tagged to activities, such as "00002-United Airlines" and "00009-Initech".
- 3. Entry creation:** A sidebar on the right allows users to create new entries or add existing ones to the timesheet.
- 4. AI-enabled narrative summary:** An "Auto Narrative" toggle switch is shown, which generates a summary of the timesheet entries.
- 5. Curated timesheet:** A table with columns for Tag, Activity, Hours, and Narrative, showing a total of 0.1 hours for the selected activity.
- 6. Post timesheet direct to iSheets:** A "Post" button is shown, which allows users to post their timesheet directly to iSheets.

1. Timeline of captured activities

The timeline displays all autonomously captured activity from the WiseTime desktop app. Window titles are captured eg: email subject lines, document names, etc.

2. Auto-tagged matter IDs

Matter IDs sync from HighQ and are automatically tagged when recognized within user activity data/meta-data

3. Entry creation

Create entries from timeline activities or directly into the timesheet. Assigned matter ID tags ensure that activity is posted to the corresponding iSheet in HighQ

4. AI-enabled narrative summary

The AI Narrative feature can be turned on to generate summary descriptions of timesheet line items for invoicing. It can also be used to re-generate narrative if timesheet entry has been adjusted/added to. Individual preferences can be set to personalize and customize narratives

5. Curated timesheet

Timesheet allows you to utilize timeline rows to generate grouped entries, manually add entries, adjust time or description and add a charge code to ensure entries are billed at the right fee within the corresponding matter

6. Post timesheet direct to iSheets

Your timesheet is 100% private to you until you choose to post it to HighQ. HighQ receives all charge codes, matter IDs and descriptions. Any activities left unposted remain private within your WiseTime profile

07/2025

