# How DPS Works

Why I Developed DPS	My name is Kendall Brown, and I have been a practicing attorney for over 40 years. More than 15 years ago I decided to develop a software program which would enable me to produce documents much easier and more consistently. The basic concept was to create the abilities of a paralegal in a software product. DPS is available for attorneys throughout the United States.
Documents Prepared By DPS • Accounting • Charitable • Corporations • Employment • Estate Planning with 709 • Income Taxes • Limited Liability Companies • Probate with 706 and 8971 • Real Estate	DPS prepares a number of documents in the Accounting, Charitable, Corporations, Employment, Estate Planning with 709, Income Taxes, Limited Liability Companies, Probate with 706 and 8971 and Real Estate. You can go to the Document section of our web site at http://www.dps8.com/DPS/documents.php to see a complete list of available documents.
Sign On As A Preparer	The way that DPS works is that you sign on as a preparer. There can be multiple preparers in your office.
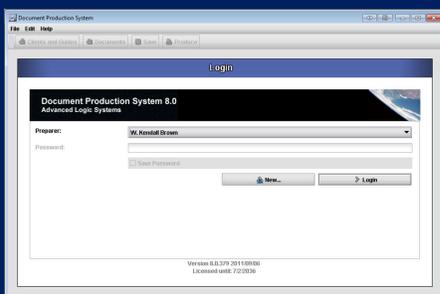
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	Once you sign on, you either create a new client or modify an existing client.
	If you are creating a new client, the next screen you will see is the Area Of Law. You select an Area Of Law, such as Estate Planning.
	You then select the particular document you want to prepare, such as a Will.
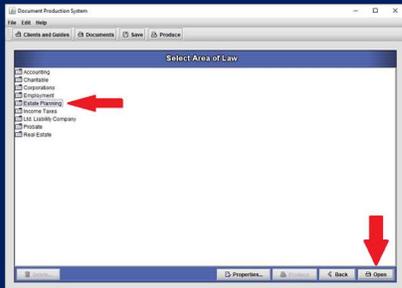
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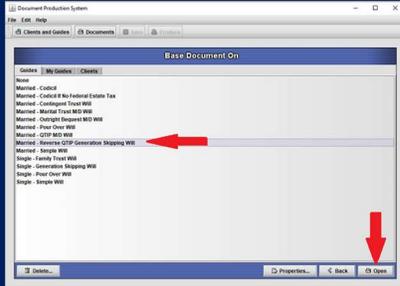
	Once you select the Area Of Law and Document, you then base the document you want to create on one of the many standard guides that are available in DPS. A guide will pre-answer many questions that are asked by DPS, thereby making your use of DPS easier and faster.
	DPS will then guide you through the document, prompting you for the proper client information and decisions. It will only ask you the questions necessary to prepare the document.
	Once you have gone through this process, you can produce your document or tax return either as a PDF, a Word or a Word Perfect document.
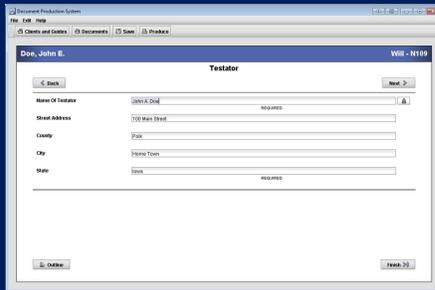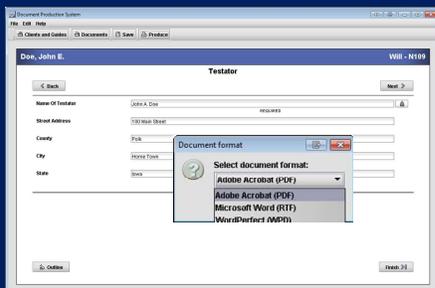
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DPS Features

- Enter information once and it is linked:
  - Within that Document and
  - Within other documents in that Area Of Law

Built into DPS are a number of features that I thought would be useful in my practice. Information is entered only once with that data linked to other fields in that document and to other documents in that area of law. As an example, once you enter the name of a child in a Will, that child's name is also in the Revocable Trust document and all other estate planning documents.

Produce Document

- Formats available
  - PDF
  - Word format
  - WordPerfect format

If you have a situation where DPS does not produce exactly the document you want, you can produce it in Word or Word Perfect format rather than a PDF. This allows you to edit the language for that particular document and customize it for that particular client.

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Automatic Formatting • Pronouns based on gender of client • Dates • State names • Etc.	Throughout DPS, information is formatted appropriately. For example, by indicating the client is male, all of the pronouns for the client and client's spouse are appropriate. It also formats dates, state names, etc., on the screens and in the documents.
Benefits Of DPS • Reduce proof reading • Avoid inconsistences and errors • Current with state and federal laws • Information linked throughout Area Of Law	I have found that DPS saves me a great deal of frustration by reducing proofreading, avoiding inconsistencies and errors. I also eliminate the need to research changes in laws because DPS is always current with state and federal laws. Finally, I avoid duplication of information entry between various documents because all of that information is automatically shared.

Other Benefits Of DPS
 	
• Free updates for
  • Changes in state and federal laws
  • New Areas Of Law and Documents
  • Tax returns
  • Other features
• Free customer support at 800-454-7703
	I also like the fact that I get free updates of federal and state law changes, new areas of law, documents, tax returns as well as other new time-saving features. Free customer support for any questions or problems with the use of DPS is invaluable.

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Please go to the Downloads section of our web site at http://www.dps8.com/DPS/downloads.php to download a fully functional, working demo of DPS and see how it will help you in your practice. You can also see additional videos regarding DPS by going to the Tutorials section of our web site at http://www.dps8.com/DPS/tutorials.php.