Sharon, John and Michael have once again provided an invaluable resource for solo and small firms with technology needs—and we all have technology needs.

I have personal familiarity with the daily challenges of practice in solo and small firms, having been a solo practitioner for twenty-two years and, since 2008, growing my practice into a six-attorney firm.

From the Table of Contents to the Index, this is an easy to use and understandable reference source for an attorney like me who does not have an IT background and is IT challenged. It will help those who are diligently trying to improve their knowledge of hardware and software options to provide more efficient and economical service to clients within the limited budget and challenges of being a solo or small practitioner.

The need to understand technology, and benefit from the efficiencies these tools provide, is especially critical in today's highly competitive environment with the need to achieve cost efficiencies for our clients and the expanding ethical requirements related to basic professional competence.

I highly and unequivocally recommend this book to other solo and small firm practitioners.