BRADLEY SOFTWARE

Presents

The Bradley

ArrearsMasterTM

Calculator

Bradley Software LLC

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The Bradley ArrearsMaster™ Calculator

An important component is often overlooked in collecting unpaid support obligations for child support and alimony (spousal maintenance) — the interest which is automatically earned on every support payment which is not fully paid on time!

Overlooked interest can form a substantial part of the total amount due — particularly in states (like Kansas) where support payments are first applied to the current month's support, then to unpaid interest, and only then to unpaid support arrears (which continue to earn interest!)

The Bradley ArrearsMaster™ program is constantly updated to reflect changes in applicable state interest rates. The program presently includes rates for KS, MO, MN, NE, OK, and FL.The interest rates applicable are automatically determined by transaction date. New states are being added as requested.

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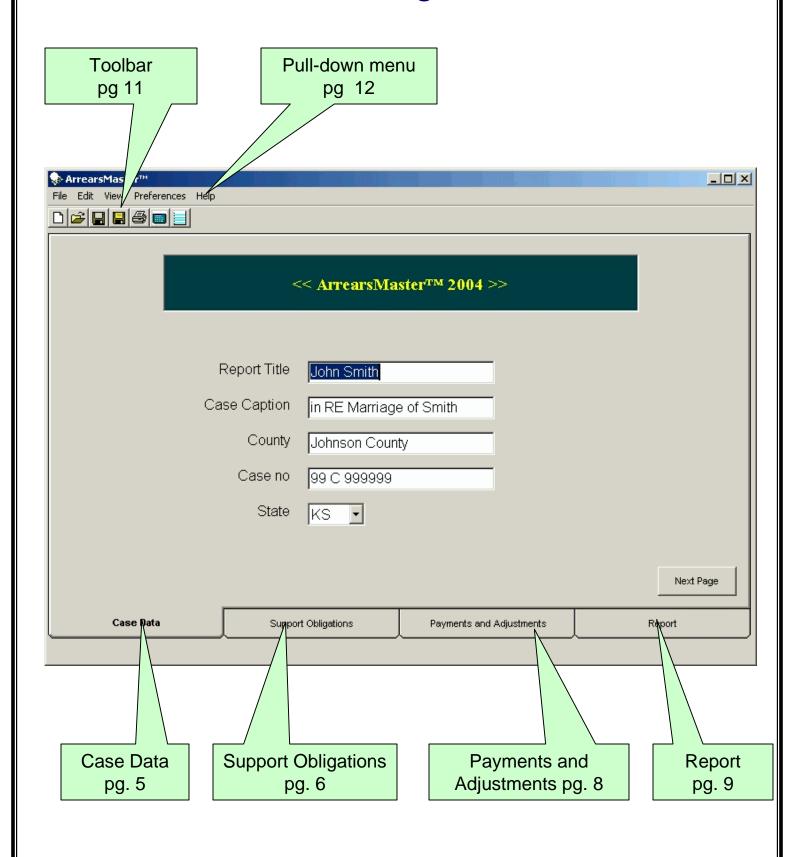
A Program Tour

All Bradley Software products can be downloaded as "Free Trial versions" from our website. These trial versions are the real live working programs, but some of the features have been turned off or limited. This "free trial" concept provides a way for you to get a feel for how the program works before purchasing. However, many discerning buyers would rather review a document explaining the features before they even try the trial programs.

To that end the following pages are intended to provide an idea of how easy the program is to run and yet how flexible it is.

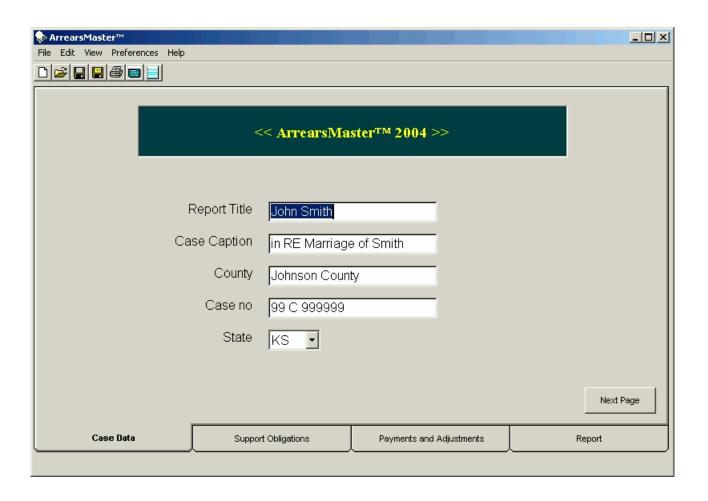
What follows is to some extent more of a users guide than an program tour. We've done this so that after you have downloaded the "Free Trial version" you'll be ready to create an accurate Arrears report in no time.

The Main Program Screen



Case Data Page

The first page presented when the program starts is the Case Data page. Here you will enter court and case general information to particularize the report file.



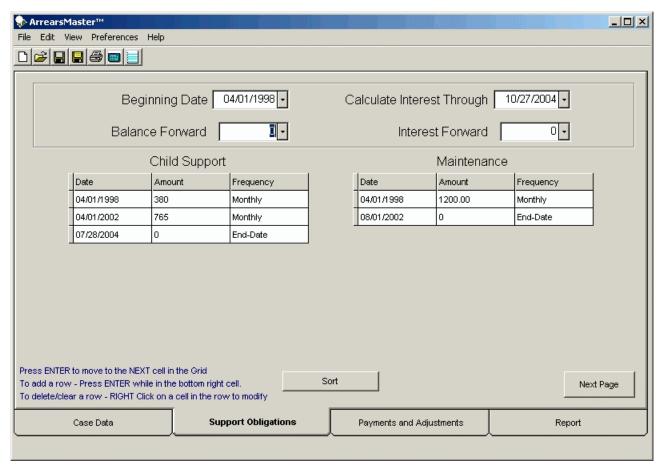
The Case Data page is also where you will select which state's interest rates will be applied when calculating interest on the arrearage. If a particular state is not included in the interest rules of the program, a warning is presented. We will be happy to add the interest rules for any state at no cost and update the program for free -- just let us know what you need!!



Support Obligations Page

The Support Obligations page simplifies entry of the support obligations details with enormous savings in time and effort, while minimizing the potential for erroneous entries. Simply enter the starting date for a support order, the amount, and the frequency of payment required. The ArrearsMaster will then generate the transactions automatically!

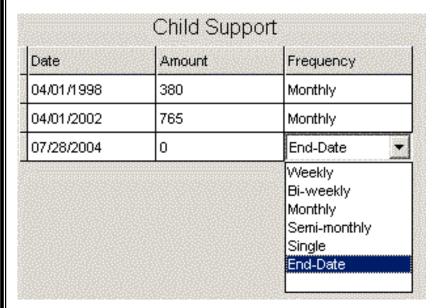
The Beginning Date, Calculate Interest Through, Balance Forward and Interest Forward fields are also used to address a variety of situations.



You can enter transactions in any order. The SORT button sorts the entered transactions by date.



Understanding Transaction Frequency



The Frequency selector specifies the interval used to generate transactions for a particular support order.

It is far faster than entering each obligation separately in a spreadsheet program.

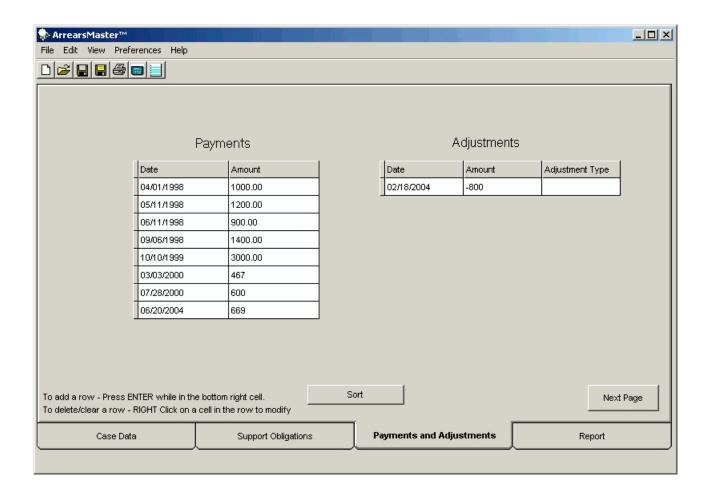
In the above example, the top row reflects an order that begins on 04/01/1998 for \$380 per month. When the report is generated, it contains 48 transactions, each for \$380 on the 1st of every month between 04/01/1998 and 03/30/2002. The last transaction of \$380 falls on 03/01/2002, just before the first \$765 payment due under the next support order, which becomes effective on 04/01/2002.

The Frequency settings are:

- Weekly one every 7 days (52 times per year)
- <u>Bi-weekly</u> every two weeks on the same day of the week (26 times per year)
- Monthly 12 times per year
- Semi-monthly two times per month (24 times per year)
- Single one transaction only
- End Date ends the obligations of the last listed support order without a new support amount – e.g., on emancipation.

Payments and Adjustments Page

The Payments and Adjustments page is set up for speedy entry of information about payments made. Each payment or adjustment is individually entered. Transactions can be entered in any order.



The SORT button sorts the entered transactions by date and removes any incomplete transactions.



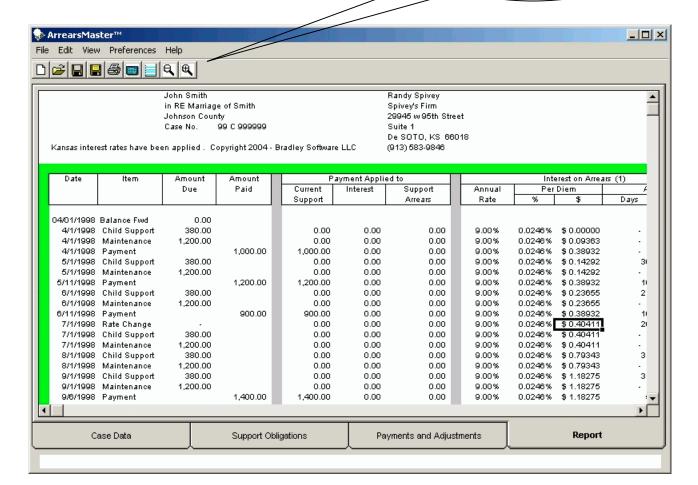
Report Page

Generating an arrearage schedule is as easy as clicking on the report page. All information entered on the other pages is organized, the interest is calculated, and the report. Is created.

The column headings stay in view for easy review of the data. Zooming in or out is as easy as a left click (zoom in) or a right click (zoom out).

The report is WYSIWYG ("What you see is what you get" when you print). It is easy to review and make changes before printing.

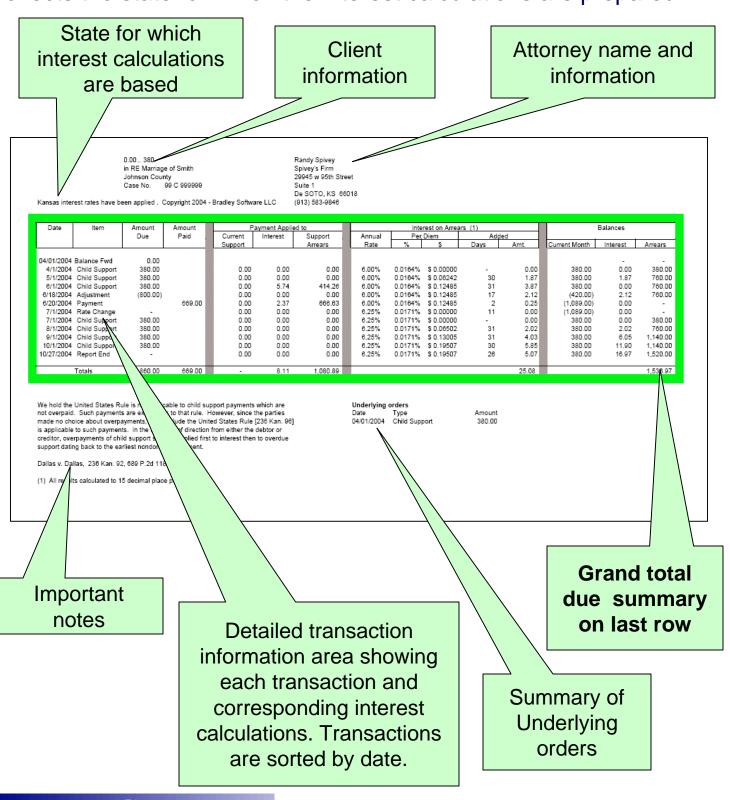
The ZOOM icons are active when on the Report Page.





The Printed Report

The ArrearsMaster[™] prepares a schedule showing all obligations and payments, in chronological order, with interest. The report data reflects the state for which the interest calculations are prepared.



Features of the Main Toolbar



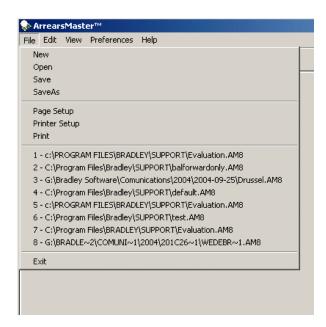
Using the quick-access icons on the toolbar, you can (from left to right):

- Open a new interest calculation file
- Open an existing interest calculation file
- Save the current interest calculation file
- Save the current interest calculation file under a new name
- Print the calculation report for use in court, mediation, or negotiations
- Toggle the calculator and calendar drop down features on or off.
- Edit the report header and footer.
- The two ZOOM buttons (magnifying glass with + or sign) only appear while on the Report page.



The pull-down menus

The FILE Menu



The FILE menu gives you access to features related to managing interest calculation files. You can open a new or existing file, save or save as another name. Printing and printer set up is also done here. Page setup allows you to control page header and footer text.

The last 8 files opened are also listed here for quick access to them.

The Edit menu is where you can add or remove rows of transactions. Just highlight a grid row then select what you want to do.

The Edit Menu



The VIEW Menu

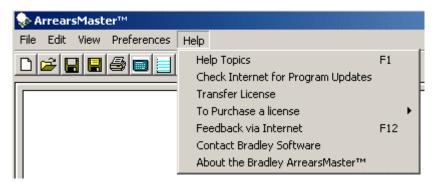


The View menu generates the case notes for this arrears file. This is a quick way to document special issues about the current arrears calculation.



The pull-down menus (cont'd.)

The HELP Menu



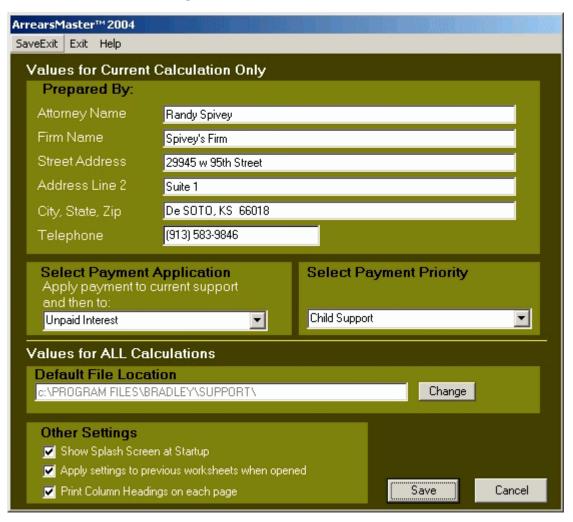
Using the HELP menu you can:

- Get HELP full context sensitive help for the program
- Check Internet for Program Updates this checks our website for the most current updates.
- Register, transfer, or purchase a license.
- Provide feedback to Bradley Software
- Contact Bradley Software or get version information.

Note: The program also includes an auto-update features that will automatically check our website for updates every 30 days.

Preferences

Using the PREFERENCES screen, you can customize the program to fit your practice and office organization



Payment options

- Control how the payments are applied
- Controls the priority of the payment.

The Other Settings area is used to:

- Control the display of the splash screen upon program start-up
- Control how the attorney name is displayed
- Control the column heading display

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Program minimum requirements

The minimum system requirements to run the Bradley ArrearsMaster™ Calculator are:

- Pentium processor 300mhz or equivalent
- 20mb free hard disk space
- 128mb RAM (more is always better)
- display monitor capable of 800 x 600 (SVGA)
- Windows 98, 98SE, Me, 2000, XP Home, XP Professional or Windows NT4.0 (SP6a only). Be sure that all available "service packs" have been installed.
- Internet Explorer version 5.5 or greater is REQUIRED.
- Macintosh OS is also supported if Microsoft "Virtual PC" for the Mac is installed. Find it at http://www.microsoft.com/mac/

The program is available in standalone and networked versions.

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