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Dictation



# 4 ways

to fast track career growth  
for the Millennial Lawyer

**eBook**

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While today’s legal professionals must remain focused on certain timeless tenets – such as fulfilling ethical responsibilities and delivering the best client service possible – the industry itself looks much different than it did even just one generation ago. There are many contributing factors, including technology drivers, new ways to communicate, the blurring of digital and physical realms, and changes in both client expectations and the market in general.

Young attorneys on the rise can use these changes as opportunities to raise their profile and grow their careers. For example, Millennial lawyers may find outlets for sharing thought leadership and fostering discussion through new channels such as social platforms or other online networks and communities. Here, we explore some examples of strategies young legal professionals can employ as they grow to become tomorrow’s leaders.

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### Leverage digital tools in the New Information Age

Due to the ubiquity of the Internet, access to information through interconnectivity is better than it has been in any other time in history. This allows attorneys to serve clients in different ways and through new avenues – virtual client consultation and team collaboration, real-time document editing and approval, and even self-service capabilities are now commonplace.

Young attorneys should view the convergence of law and technology as an opportunity for business development and revenue growth for their firms by becoming more agile to meet client needs rather than being bound to traditional service structures. Take, for instance, leading-edge solutions that turn voice notes into text documents in mere minutes, or automatically route dictations to assistants or external agencies for transcription. Technological innovations like these, designed specifically for the legal industry, allow attorneys to deliver high-level service for more clients in less time. This in turn improves the firm’s reputation and profitability.

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### Champion new security needs

One negative consequence of the exponential growth in interconnectivity is that bad actors are finding more sophisticated ways to access and abuse sensitive data, and fraud is continuously taking on new and unexpected forms. In a field such as law, where privacy and data security are paramount, this is an area where young attorneys can add value by “thinking like a partner” in protecting both the firm and its clients, as well as gain universal, transferable expertise.

Being proactive in preventing possible breaches means going beyond compliance requirements and considering risk mitigation from a 360-degree perspective. This might include formalizing security policies, implementing strong password protocols, using best practices for encryption, and taking other measures to support a robust security posture. Lastly but perhaps most importantly, it’s critical in an increasingly tech-driven world to evaluate any software or hardware solutions to make sure they offer enterprise-level security features.

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### Make the most of mobility

While the legal industry will always involve significant amounts of correspondence and documentation, innovative digital solutions support legal professionals in better managing their work load, streamlining administrative processes, and supporting increased profits. Young attorneys are increasingly using mobile tools to practice outside the traditional office space and hours, collaborate with remote or decentralized teammates and clients, and increase responsiveness and efficiency of workflows (both accelerating internal processes and client communications).



Drafting a brief from home or while traveling using dictation smartphone apps for instant data transfer and transcription, and other mobile capabilities make it easy to get things done anytime and anywhere without impacting work quality. This can be especially important to Millennial professionals, who tend to value flexibility in their schedules and working locations to fit their lifestyles.

### Navigate new cultural considerations

These flexible work styles, including remote work and non-traditional office hours, are becoming more the norm as cultures change and Millennial attorneys comprise more of the talent at many law firms. Prioritizing work-life balance and personal pursuits – while simultaneously gaining visibility with more senior team members and building their careers – requires getting the most out of their workday.

Young attorneys can lead the way in illustrating how new office cultures and unconventional work styles can yield outstanding work product, and in many cases, can even improve quality and efficiency. One example that can help persuade senior attorneys or partners to try new technologies and workflows is using existing personal or company-issued smartphones as a dictation recorder that automatically syncs to the cloud. Using cloud dictation yields IT savings by reducing spend on both large CapEx technology investments, as well as subsequent software updates or upgrades. Further, solutions like these can also significantly accelerate the document creation process, especially when many contributors across the firm are involved.

**These are a few examples of ways rising talent can add value in out-of-the-box ways, beyond the work they do for their clients and their firms as the dynamic of the legal industry changes. Millennial attorneys should leverage tools and resources to help them maximize productivity, provide excellent client service, and contribute to their firms' revenues, propelling their careers while proving there are many ways to reach the top.**

