

THE BILLABLE HOUR

THE BILLABLE HOUR

Bill Smarter. Bill More.

SECOND EDITION

Annie Dike



CAROLINA ACADEMIC PRESS
Durham, North Carolina

Copyright © 2024
Annie Dike
All Rights Reserved

ISBN: 978-1-5310-2782-7
eISBN: 978-1-5310-2783-4
LCCN: 2023944573

CAROLINA ACADEMIC PRESS
700 Kent Street
Durham, North Carolina 27701
(919) 489-7486
www.cap-press.com
Printed in the United States of America

CONTENTS

Introduction	3
Bill Ethically	9
Bill by Task not Time Segments	13
Bill in Bites not Blocks	23
Bill More Tasks	43
Bill in More Detail	59
Bill by Guidelines	67
Bill Only Billable Tasks	75
Bill More Paralegal Time	81
Bill More by Keeping Less	93
Timekeeping Software	103
Conclusion	107
Appendix A	109
Appendix B	111
Index	115
About the Author	117

