Osprey Approach: Pivot Tables

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The latest version is always online at https://support.ospreyapproach.com/?p=35887

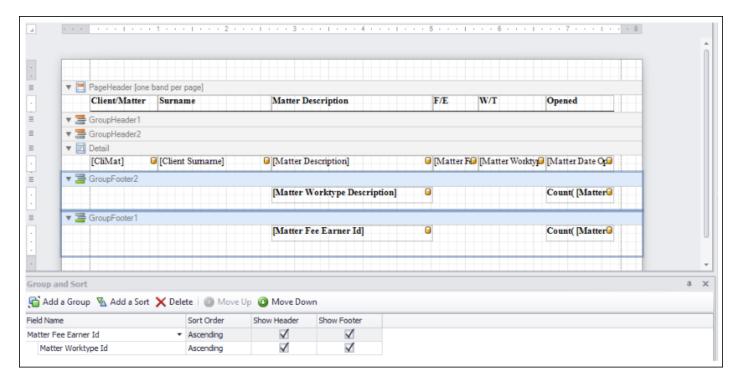
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This guide will take you through using pivot tables in your reports

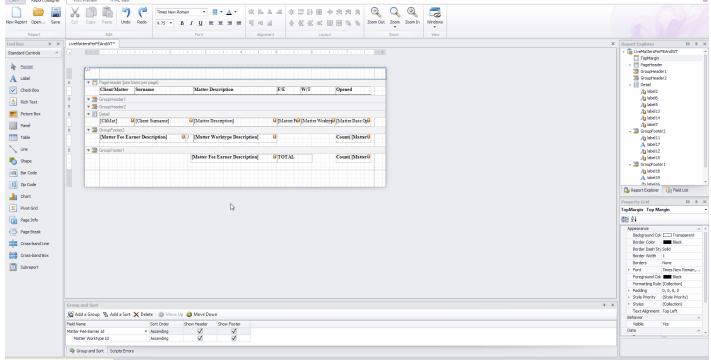
You may wish to display totals for your reports in a pivot table to make them easier to read. The guide below shows a simple example to display the number of live matters each fee earner currently has for each work type, and is created using the standard Client and Matter Details view.

First, create your report as usual.



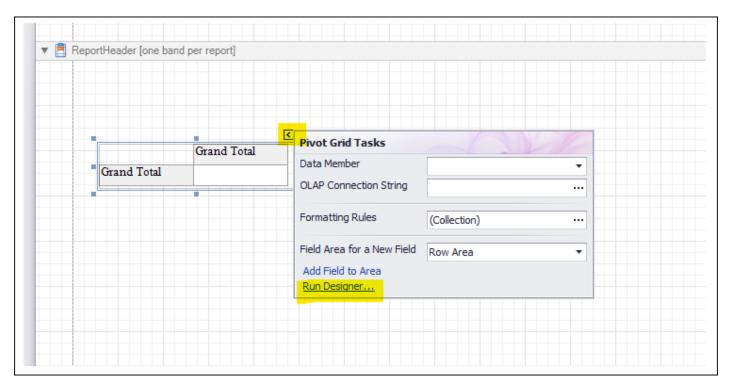
Create your Pivot Chart

Locate a sensible place to insert the pivot chart - the Report Header or Footer can be used for example. Drag in the Pivot Grid from the Toolbox on the left:

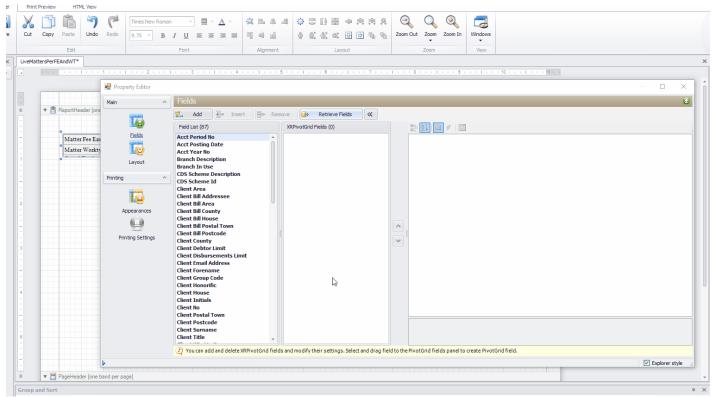


Click to enlarge

Select the chevron button in the top right corner of the pivot grid, and select Run Designer:



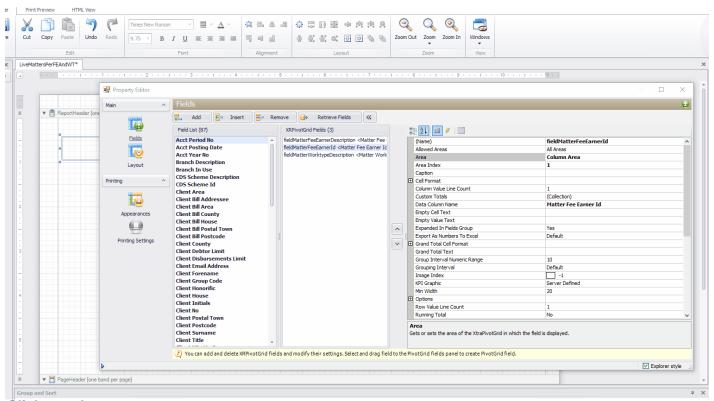
Double click the fields you want to add to your chart. In the example below, we have added the fee earner description, work type description, and the fee earner ID - the latter will be used as the data count:



Click to enlarge

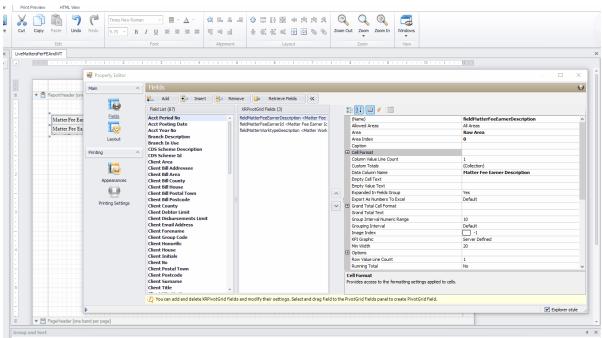
HTML Viev

Decide whether you want your fee earners or your work types in the rows or the columns, and set them as such, by selecting the field in the centre panel then choosing the area in the right hand panel. In the example below, we have set the fee earners to show along the top of the grid (Column Area), the work types to show down the side of the grid (Row area) and the matter fee earner ID as the Data Area to perform the counts:



Click to enlarge

Now, ensure that your Data Area field is set to the relevant summary type - in this example it will be a Count, as we wish to count the number of matters per work type/fee earner:



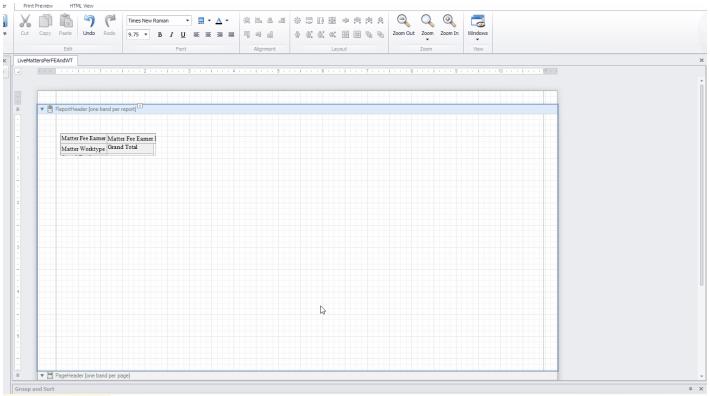
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This is the base of your pivot table completed, and the resulting report should look something like this:

Matter Worktype	Benmont Tench	Mitzi Broom	Old Fee Earners	Thomas Petty	Grand Total
COLP & COFA	1				1
Conveyancing	9	10		2	21
Crime	5	6			11
Debt Recovery		1			1
Deed Storage		1			1
Employment - E		1			1
Employment - Se		1			1
Equity Release		1			1
Feedback Testing	2				2
First Registration		1			1
Global			2		2
Lasting Power of		2			2
Litigation	1	3		1	5
New Build Purch				1	1
Non Molestation	1	7			8
Part Exchange		1			1
Probate		2			2
Re-Mortgage		1			1
Residential Conv		3			3
Residential Conv		1			1
Residential Conv		1			1
Residential Conv		1			1
Transfer of Equit		1			1
Wills		3			3
Grand Total	19	48	2	4	73

Changing and improving the layout

We can see that the work types don't quite fit in the left hand column. Navigate back into the the pivot designer, select the work type column, and change the width to a larger size:

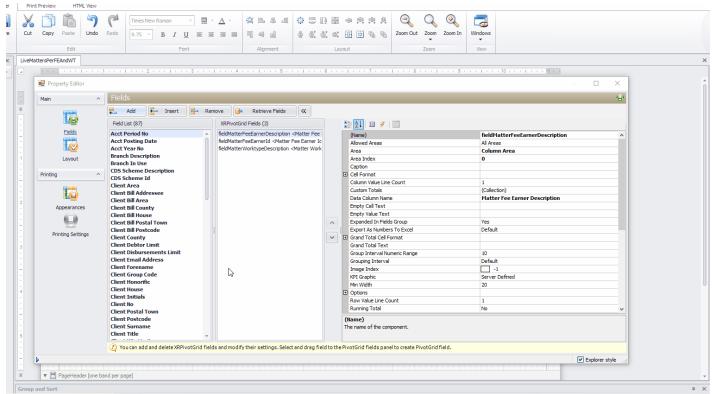


Click to enlarge

The work type description width now fits:

Matter Fee Earner Id	Matter Fee Earner	Description			
Matter Worktype Description	Benmont Tench	Mitzi Broom	Old Fee Earners	Thomas Petty	Grand Total
COLP & COFA	1				1
Conveyancing	9	10		2	21
Crime	5	6			11
Debt Recovery		1			1
Deed Storage		1			1
Employment - Employee		1			1
Employment - Settlement Agreement		1			1
Equity Release		1			1
Feedback Testing for Ben K	2				2
First Registration		1			1
Global			2		2
Lasting Power of Attorney	ĺ	2			2
Litigation	1	3		1	5
New Build Purchase				1	1
Non Molestation	1	7			8
Part Exchange		1			1
Probate		2			2
Re-Mortgage		1			1
Residential Conveyancing Purchase		3			3
Residential Conveyancing Purchase Focused Workflow	ĺ	1			1
Residential Conveyancing Sale		1			1
Residential Conveyancing ToE/Remortgage FW		1			1
Transfer of Equity		1			1
Wills		3			3
Grand Total	19	48	2	4	73

If you wish, you can change the colours, fonts etc. of the pivot using the Appearances menu in the Pivot Designer:



Click to enlarge

Example below:

Matter Fee Earner Id	Matter Fee Earne	er Description			
Matter Worktype Description	Benmont Tench	Mitzi Broom	Old Fee Earners	Thomas Petty	Grand Total
COLP & COFA	1				1
Conveyancing	9	10		2	21
Crime	5	6			11
Debt Recovery		1			1
Deed Storage		1			1
Employment - Employee		1			1
Employment - Settlement Agreement		1			1
Equity Release		1			1
Feedback Testing for Ben K	2				2
First Registration		1			1
Global			2		2
Lasting Power of Attorney		2			2
Litigation	1	3		1	5
New Build Purchase				1	1
Non Molestation	1	7			8
Part Exchange		1			1
Probate		2			2
Re-Mortgage		1			1
Residential Conveyancing Purchase		3			3
Residential Conveyancing Purchase Focused Workfl		1			1
Residential Conveyancing Sale		1			1
Residential Conveyancing ToE/Remortgage FW		1			1
Transfer of Equity		1			1
Wills		3			3
Grand Total	19	48	2	4	73

Click to enlarge

Appearance areas explained

Area Name	Where does it affect					
Cell	Matter Fee Earner Id	Matter Fee Earne				
	Matter Worktype Description	Benmont Tench	Mitzi Broom	Old Fee Earners	Thomas Petty	Grand Total
	COLP & COFA	1				1
	Conveyancing	9	10		2	21
	Crime	5	6			11
	Debt Recovery		1			1
	Deed Storage		1			1
	Employment - Employee		1			1
	Employment - Settlement Agreement		1			1
	Equity Release		1			1
	Feedback Testing for Ben K	2				2
		- 4	1			
	First Registration			_		1
	Global			2		2
	Lasting Power of Attorney		2			2
	Litigation	1	3		1	_
	New Build Purchase				1	_
	Non Molestation	1	7			8
	Part Exchange		1			1
	Probate		2			2
	Re-Mortgage		1			1
	Residential Conveyancing Purchase		3			3
	Residential Conveyancing Purchase Focused Workfl		1			1
	Residential Conveyancing Sale		1			1
	Residential Conveyancing ToE/Remortgage FW		1			1
	Transfer of Equity		1			1
	Wills		3			3
	Grand Total	19	48	2	4	
ieldHeader	Matter Fee Earner Id	Matter Fee Earn	er Description			
relurieauei	Matter Worktype Description	Benmont Tench		Old Fee Earner	Thomas Petty	Grand Total
	COLP & COFA	1		Old I et Latinet	7 Inches I cary	OTRING TOTAL
	Conveyancing	9		1		2 2
	Crime	5		5		1
		+				1
	Debt Recovery			-		
	Deed Storage			1		
	Employment - Employee	+			-	
	Employment - Settlement Agreement				1	
	Equity Release			1		
	Feedback Testing for Ben K	2	2			
	First Registration			1		
	Global				2	
	Lasting Power of Attorney		1	2		
	Litigation	1	1 :	3		1
	New Build Purchase					1
	Non Molestation	1	1	7		
	Part Exchange	1		1	1	
	Probate			2		
		+			+	
	Re Mortgage				+	
	Re-Mortgage			3		
	Residential Conveyancing Purchase					
	Residential Conveyancing Purchase Residential Conveyancing Purchase Focused World					
	Residential Conveyancing Purchase Residential Conveyancing Purchase Focused World Residential Conveyancing Sale	1		1		
	Residential Conveyancing Purchase Residential Conveyancing Purchase Focused World	1		1		
	Residential Conveyancing Purchase Residential Conveyancing Purchase Focused World Residential Conveyancing Sale			1		
	Residential Conveyancing Purchase Residential Conveyancing Purchase Focused World Residential Conveyancing Sale Residential Conveyancing ToE/Remortgage FW			1		

Pialdy-line	Matter Fee Earner Id	Matter Fee Farne	r Description					
FieldValue		Matter Fee Earner Description Benmont Tench Mitzi Broom Old Fee Earners Thomas Petry				Grand Total		
	COLP & COFA	1				1		
	Conveyancing	9	10		2	21		
	Crime	5	6		_	11		
	Debt Recovery		1			1		
	Deed Storage		1			1		
	Employment - Employee		1			1		
	Employment - Settlement Agreement		1			1		
	Equity Release		1			1		
	Feedback Testing for Ben K	2				2		
	First Registration		1			1		
	Global			2		2		
	Lasting Power of Attorney		2			2		
	Litigation	- 1	3		1	5		
	New Build Purchase				1	1		
	Non Molestation	-	-		- 1	8		
		- 1	1			1		
	Part Exchange Probate		2			2		
			1			1		
	Re-Moragage		3			3		
	Residential Conveyancing Purchase		_			1		
	Residential Conveyancing Purchase Focused Workfl		1			1		
	Residential Conveyancing Sale		1			1		
	Residential Conveyancing ToE/Remortgage FW					1		
	Transfer of Equity Wills		3			1		
	Grand Total	19	48	-		73		
	Grand Istal	12	40	2	4	/3		
	-				-			
FieldValueGrandTotal	Matter Fee Earner Id	Matter Fee Ear	ner Description					
FieldValueGrandTotal	Matter Fee Earner Id Matter Worktype Description	Matter Fee Eart Benmont Tench			s Thomas Petty	Grand Total		
FieldValueGrandTotal					s Thomas Petty			
FieldValueGrandTotal	Matter Worktype Description	Benmont Tench	Mitzi Broom		s Thomas Petty	Grand Total		
Field Value Grand Total	Matter Worktype Description COLP & COFA	Benmont Tench	Mitzi Broom	Old Fee Earner	s Thomas Petty	Grand Total		
Field Value Grand Total	Matter Worktype Description COLP & COFA Conveyancing	Benmont Tench	Mitzi Broom 1 9 1	Old Fee Earmer	s Thomas Petty	Grand Total 1 2 21		
Field Value Grand Total	Matter Worktype Description COLP & COFA Conveyancing Crime	Benmont Tench	Mitzi Broom	Old Fee Earmer	s Thomas Petty	Grand Total 1 2 21		
Field Value Grand Total	Matter Worktype Description COLP & COFA Conveyancing Crime Debt Recovery	Benmont Tench	Mitzi Broom 1 9 1 5	Old Fee Earner	s Thomas Petty	Grand Total 1 2 21 11 1		
Field Value Grand Total	Matter Worktype Description COLP & COFA Conveyancing Crime Debt Recovery Deed Storage	Benmont Tench	Mitzi Broom 1 9 1	Old Fee Earner	s Thomas Petty	Grand Total 1 2 21 11 1 1		
Field Value Grand Total	Matter Worktype Description COLP & COFA Conveyancing Crime Debt Recovery Deed Storage Employment - Employee	Benmont Tench	Mitzi Broom 1 5	Old Fee Earner	s Thomas Petry	Grand Total 2 21 11 1 1 1 1		
Field Value Grand Total	Matter Worktype Description COLP & COFA Conveyancing Crime Debt Recovery Deed Storage Employment - Employee Employment - Settlement Agreement	Benmont Tench	Mitzi Broom 1 5	Old Fee Earner	s Thomas Petry	Grand Total 2 21 11 1 1 1 1		
Field Value Grand Total	Matter Worktype Description COLP & COFA Conveyancing Crime Debt Recovery Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K	Benmont Tench	Mitzi Broom 1 9 1 5	Old Fee Earner	s Thomas Petty	Grand Total 2 21 11 1 1 1 1 1 1		
Field Value Grand Total	Matter Worktype Description COLP & COFA Conveyancing Crime Debt Recovery Deed Stornge Employment - Employee Employment - Settlement Agreement Equity Release	Benmont Tench	Mitzi Broom 1 9 1 5	Old Fee Earner	s Thomas Petty	Grand Total 2 21 11 1 1 1 1 1 2		
Field Value Grand Total	Matter Worktype Description COLP & COFA Conveyancing Crime Debt Recovery Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Global	Benmont Tench	Mitzi Broom 1 9 1 5	Old Fee Earner		Grand Total 2 21 11 1 1 1 1 1 2 2 1 1 2 2		
Field Value Grand Total	Matter Worktype Description COLP & COFA Conveyancing Crime Debt Recovery Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Global Lasting Power of Attorney	Benmont Tench	Mitzi Broom 1 9 1 2	Old Fee Earner		Grand Total 2 21 11 1 1 1 1 1 2 1 1 2 2 2 2 2		
Field Value Grand Total	Matter Worktype Description COLP & COFA Conveyancing Crime Debt Recovery Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Clobal Lasting Power of Attorney Litigation	Benmont Tench	Mitzi Broom 1 9 1 2	Old Fee Earner		Grand Total 2 21 11 1 1 1 1 1 2 1 1 2 2 1 1 5 5		
Field Value Grand Total	Matter Worktype Description COLP & COFA Conveyancing Crime Debt Recovery Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Clobal Lasting Power of Attorney Litigation New Build Purchase	Benmont Tench	Mitzi Broom 1 9 1 2 2	Old Fee Earner 0 6 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		Grand Total 2 21 11 1 1 1 1 1 1 2 2 1 1 2 1 1 1		
Field Value Grand Total	Matter Worktype Description COLP & COFA Conveyancing Crime Debt Recovery Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Clobal Lasting Power of Attorney Litigation New Build Purchase Non Molestation	Benmont Tench	Mitzi Broom 1 9 1 5 1 1 1 1 1 1 1 1	Old Fee Earner 0 6 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		Grand Total 2 21 11 1 1 1 1 1 1 2 2 1 1 1 1 1 1 1 1 2 2 1 5 1 1 8		
Field Value Grand Total	Matter Worktype Description COLP & COFA Conveyancing Crime Debt Recovery Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Clobal Lasting Power of Attorney Litigation New Build Purchase Non Molestation Part Exchange	Benmont Tench	Mitzi Broom 1 9 1 5 1 1 1 1 1 1 1 1 1	Old Fee Earner 0 6 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		Grand Total 2 21 11 1 1 1 1 1 1 2 2 1 1 1 1 1 1 1 1 1 1 2 2 1 5 1 1 8 8		
Field Value Grand Total	Matter Worktype Description COLP & COFA Conveyancing Crime Debt Recovery Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Global Lasting Power of Attorney Litigation New Build Purchase Non Molestation Part Exchange Probate	Benmont Tench	Mitzi Broom 1 9 1 5 1 1 1 1 1 1 1	Old Fee Earner 0 6 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		Grand Total 2 21 11 1 1 1 1 1 2 1 1 2 2 1 1 5 1 1 5 1 1 1 8 8		
Field Value Grand Total	Matter Worktype Description COLP & COFA Conveyancing Crime Debt Recovery Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Global Lasting Power of Attorney Litigation New Build Purchase Non Molestation Part Exchange Probate Re-Mortgage	Benmont Tench	Mitzi Broom 1 9 1 2 2 1 1	Old Fee Earner 0 6 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		Grand Total 2 21 111 1 1 1 2 1 1 2 2 1 1 1 1 1 1 8 8 1 1 2 1		
Field Value Grand Total	Matter Worktype Description COLP & COFA Conveyancing Crime Debt Recovery Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Clobal Lasting Power of Attorney Litigation New Build Purchase Noa Molostation Part Exchange Probate Re-Mortgage Residential Conveyancing Purchase	Benmont Tench	Mitzi Broom 1 9 1 2 2 1 1	Old Fee Earmer 0 6 1 1 1 1 1 1 1 2 3 3 7 1 1 2 1 1 3 3		Grand Total 2 21 111 1 1 1 2 1 2 1 3 1 3		
Field Value Grand Total	Matter Worktype Description COLP & COFA Conveyancing Crime Debt Recovery Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Clobal Lasting Power of Attorney Litigation New Build Purchase Noa Molostation Part Exchange Probate Re-Mortgage Residential Conveyancing Purchase Residential Conveyancing Purchase Focused Workfil	Benmont Tench	Mitzi Broom 1 9 1 2 2 1 1	Old Fee Earmer 0 6 1 1 1 1 1 1 1 2 3 3 7 1 1 2 1 1 3 1 1		Grand Total 2 21 111 1 1 1 2 1 1 2 2 1 1 1 1 1 1 8 8 1 1 2 1		
FieldValueGrandTotal	Matter Worktype Description COLP & COFA Conveyancing Crime Debt Recovery Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Clobal Lasting Power of Attorney Litigation New Build Purchase Nos Molestation Part Exchange Probate Re-Mortgage Residential Conveyancing Purchase Residential Conveyancing Sale	Benmont Tench	Mitzi Broom 1 9 1 2 2 1 1 1 1	Old Fee Earmer 0 6 1 1 1 1 1 1 1 2 3 3 7 1 1 2 1 1 3 1 1		Grand Total 2 21 11 1 1 1 1 2 2 1 1 1 1 1		
FieldValueGrandTotal	Matter Worktype Description COLP & COFA Conveyancing Crime Debt Recovery Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Clobal Lasting Power of Attorney Litigation New Build Purchase Noa Molostation Part Exchange Probate Re-Mortgage Residential Conveyancing Purchase Residential Conveyancing Purchase Focused Workfil	Benmont Tench	Mitzi Broom 1 9 1 2 2 1 1 1 1	Old Fee Earmer 0 6 1 1 1 1 1 1 1 2 3 3 7 1 1 2 1 1 3 1 1		Grand Total 2 21 111 1 1 1 2 1 2 1 3 1 3		

3 73

Transfer of Equity

Wills

Grand Total

GrandTotalCell	Matter Fee Earner Id	Matter Fee Earne	r Description				
	Matter Worktype Description	Benmont Tench	Mitzi Broom	Old Fee Earners	Thomas Petty	Grand Total	
	COLP & COFA	1			·]	ı
	Conveyancing	9			2	2	
	Crime	5				11	
	Debt Recovery		1				-
	Deed Storage		1				i
	Employment - Employee		1				i
	Employment - Settlement Agreement		1				1
	Equity Release		1				i
	Feedback Testing for Ben K	2					2
	First Registration		1				i
	Global			2			2
			2				2
	Lasting Power of Attorney	,					5
	Litigation	1	3		1		
	New Build Purchase		_		1		L
	Non Molestation	1					3
	Part Exchange		1				1
	Probate		2				2
	Re-Mortgage		1				L
	Residential Conveyancing Purchase		3				3
	Residential Conveyancing Purchase Focused Workfl		1				l
	Residential Conveyancing Sale		1			1	l
	Residential Conveyancing ToE/Remortgage FW		1			1	l
	Transfer of Equity		1			1	l
	Wills		3			3	3
	Grand Total	19	48	2	4	7.	3
Lines	Matter Fee Earner Id	Matter For For					
Lines			ner Description Mitzi Broom	Old For France	Thomas Bon	v Grand Tota	1
	Matter Worktype Description	Benmont 1enc		Old Fee Earn	ers Thomas Pett	y Grand lot	al.
	COLP & COFA		1			-	_
	Conveyancing		9	10		2	2
	Crime		5	6			
				-			
	Debt Recovery			1			
	Debt Recovery Deed Storage						
				1			
	Deed Storage			1			
	Deed Storage Employment - Employee Employment - Settlement Agreement			1 1 1			
	Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release		2	1 1 1 1			
	Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K		2	1 1 1 1 1			
	Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration		2	1 1 1 1	2		
	Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Global		2	1 1 1 1 1 1	2		
	Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Global Lacting Power of Attorney			1 1 1 1 1 1	2		
	Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Global Lacting Power of Attorney Litigation		2	1 1 1 1 1 1	2	1	
	Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Global Lacting Power of Attorney Litigation New Build Purchase		1	1 1 1 1 1 1 1 1 2 3	2	1	
	Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Global Lacting Power of Attorney Litigation New Build Purchase Non Molestation			1 1 1 1 1 1 1 1 2 3	2	_	
	Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Global Lacting Power of Attorney Litigation New Build Purchase Non Molestation Part Exchange		1	1 1 1 1 1 1 1 2 3	2	_	
	Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Global Lacting Power of Attorney Litigation New Build Purchase Non Molestation		1	1 1 1 1 1 1 1 1 2 3	2	_	
	Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Global Lacting Power of Attorney Litigation New Build Purchase Non Molestation Part Exchange		1	1 1 1 1 1 1 1 2 3	2	_	
	Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Global Lacting Power of Attorney Litigation New Build Purchase Non Molestation Part Exchange Probate		1	1 1 1 1 1 1 1 2 3	2	_	
	Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Global Lacting Power of Attorney Litigation New Build Purchase Non Molestation Part Exchange Probate Re-Mortgage		1	1 1 1 1 1 1 1 2 3 7 1 1 2	2	_	
	Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Global Lasting Power of Attorney Litigation New Build Purchase Non Molestation Part Exchange Probate Re-Mortgage Residential Conveyancing Purchase Residential Conveyancing Purchase		1	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	2	_	
	Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Global Lasting Power of Attorney Litigation New Build Purchase Non Molestation Part Exchange Probate Re-Mortgage Residential Conveyancing Purchase Residential Conveyancing Purchase Residential Conveyancing Sale		1	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	2	_	
	Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Global Lacting Power of Attorney Litigation New Build Purchase Non Molestation Part Exchange Probate Re-Mortgage Residential Conveyancing Purchase Residential Conveyancing Purchase Focused Work! Residential Conveyancing ToE/Remortgage FW		1	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	2	_	
	Deed Storage Employment - Employee Employment - Settlement Agreement Equity Release Feedback Testing for Ben K First Registration Global Lasting Power of Attorney Litigation New Build Purchase Non Molestation Part Exchange Probate Re-Mortgage Residential Conveyancing Purchase Residential Conveyancing Purchase Residential Conveyancing Sale		1	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	2	_	