

The Career Legal Secretary Advanced

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essentials of paralegalism is an introduction to this emerging legal field it covers primary employment and regulatory issues including job search strategies the material teaches the basic skills paralegals will need when working in the field including interviewing investigation and analysis at an introductory level the more on the net feature provides addresses for sites that relate to the theme for each chapter and analysis problems throughout promote analytical thinking skills needed on the job concrete examples from paralegal professionals experience in the work setting give readers an insider s view of this profession

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