

Legal Research And Writing For Paralegals Seventh

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the completely revised and updated fourth edition of the most trusted paralegal desk references on the market now fully revised and expanded the bestselling desk reference for paralegals at any level each chapter has been completely updated to include the latest step by step instructions for every aspect of a paralegal's job with new procedures checklists and resources throughout topics covered include paralegal ethics training programs court systems and court procedures federal court practice and procedures pretrial practice and procedure legal research tools electronic trial preparation procedures in addition to the general resources that will be of value to every paralegal this guide also includes detailed information on practice and procedures for working in specialty law firms

fundamentals of business organizations for paralegals seventh edition

this thorough easy to use handbook helps the reader select a law career best suited to one's interests training and aptitude where a law degree is not a requirement each of the fifty careers profiled in the book includes interviews with people currently in that job sample responsibilities typical education and skills necessary and further resources to help find out more and how to enter the field this new book from the american bar association is a must have for anyone planning their future in law

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