

California Paralegal Manual

Paralegal Training Guide
Instructor's Manual to Accompany The Paralegal's Introduction to Business Organizations
NALA Manual for Paralegals and Legal Assistants
Paralegals
Paralegal's Handbook of Annotated Legal Forms, Clauses, and Procedures
Handbook for Paralegals
The Independent Paralegal's Handbook
Administrative Law Guide for Paralegals
Independent Paralegal's Handbook
The Paralegal's Guide to Administrative Law
Paralegal Guide to Qualified Pension Plans Under ERISA
Litigation Guide for Paralegals
The Paralegal's Guide to Family Law and Practice
A Balancing Act
Resources in Vocational Education
Management Manual
A Curriculum for Community Paralegal Workers
Paralegal Training
A Bibliographic Introduction to Paralegals in Two Jurisdictions
Civil Litigation for the Paralegal
Kenya AIDS NGOs Consortium
Lynn T. Slossberg
National Association of Legal Assistants
John Hollister
Stein
Deborah E. Larbalestrier
Ralph E. Warner
Wendy Van Duyne
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William D. Haders
Garrison Lee
Cynthia M. Osborne
Grace A. Luppino
Ndlovu, Mary
Wanda R. Collins
Pacific Legal Education Association
Peggy N. Kerley

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the nala manual for paralegals and legal assistants a general skills litigation guide for today s professionals fourth edition previously titled the nala manual for legal assistants is designed to serve as a quick reference guide for working legal assistants to be used by schools as a textbook for intro courses and reference material and to assist legal assistants preparing to take the certified legal assistant examination it is a collection of proven techniques and procedures used by paralegals nationwide the techniques described are examples of successful solutions to actual assignments accomplished by working legal assistants they may be used as starting points from which changes

adaptations and modifications may be made by legal assistants in similar situations

this work provides the legal and business guidelines for operating a paralegal service outside of the law office this book discusses the future prospects for the deregulation of the law and the paralegals right to operate on their own

this complete guide helps any paralegal involved with tax qualified pension plans become more conversant with the concepts embodied in erisa guiding you in becoming more proficient in applying erisa s technical requirements to everyday tasks the book helps the new erisa practitioner get organized take the initiative think independently and perform many of the standard tasks required to service clients tax qualified plans for experienced erisa practitioners the book s content offers a fresh approach to organizing the usual tasks suggests ways to improve habitual methods and fills the occasional minor gaps in knowledge that erisa practitioners have inevitably have even when working in well known territory also included is an ibm compatible disk with forms for all types of pension health and welfare plans

this two volume comprehensive reference provides practical hands on guidance through all aspects of drafting and research covering every aspect of pleading preparations for civil matters this valuable resource also provides samples of the major litigations forms you re likely to use with detailed discussions of how to make them work in support of your cases you ll find handy cross reference charts to the rules of procedure for drafting and filing pleadings in any type of case and for all 50 states as well as keys to trial preparation with a focus on how to take information out of the file and into the courtroom and win

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zimbabwean independence in 1980 demanded a thorough revision of the way in which the law was provided in order to dispense with any form of discrimination based on race or class the ideals and principles behind this requirement had many practical implications in terms of provision access information and education as well as a profound understanding of tradition and customary law it was these manifold challenges that gave rise to the legal resources foundation a balancing act a history of the legal resources foundation 1985 2015 examines the impulse growth development of an ngo which has steadfastly sought to bring law to the people of zimbabwe over three turbulent decades through a study of its outreach publication advocacy and education programmes the author mary ndlovu implicitly explores the social economic and political framework of society and the state that determined the lrf s trajectory as the renowned jurist reg austin

writes examined from the perspective of its ambitious objectives and the range of its activities this study of the lrf sheds an important light on a vital part of zimbabwe s national history the book is an important addition to the national literature on the role of the non governmental sector

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