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Paralegals Practical Contract Law for Paralegals
Concise Guide to Paralegal Ethics Elder Law for
Paralegals California Property Law for
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for Paralegals Wills, Trusts, and Estates for
Paralegals Family Law for Paralegals eDiscovery
for the Legal Professional Evidence for
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for Paralegals Real Estate and Property Law for
Paralegals Ethical Lawyering Interviewing and
Investigating Legal Environment Civil Litigation
Understanding Immigration Law and Practice
The Study of Law Criminal Law and Procedure
for the Paralegal Fundamentals of Criminal
Practice Basic Contract Law for Paralegals A
Practical Guide to Legal Writing and Legal
Method Paralegal Career For Dummies Sports
Law A Lawyer Writes Moral Issues in Business
Incarceration Nations Tort Law for Paralegals
Many Roads to Justice Introduction to Law for
Paralegals Real Estate Law

The Study of Law Oct 01 2020 The latest

edition of *The Study of Law: A Critical Thinking Approach* offers a comprehensive, intelligent overview of all the key concepts covered in a typical introduction to law course. A critical thinking approach is used to introduce students to the study of law, encouraging students to interact with the materials through hypotheticals, examples, and well-designed questions. The text is divided into two parts, reflecting the topics addressed in an introductory course. Part I, *Introduction to the Legal System*, introduces students to the sources and classification of law, the structure of the court system, and an overview of litigation. Part II: *Basic Legal Concepts*, covers the basics of analysis and interpretation of the law, followed by chapters on substantive law. **Key Features of the New Edition:** Teaches students the basic skills necessary to understand statutes and court cases Strong pedagogy reinforces well-written text presented in an accessible and well-organized format Edited cases are included in

every chapter to teach students how to read and analyze the law New coverage includes: the Boston Marathon bombing case, the Affordable Care Act, and trademark issues involving the Washington Redskins , e-filing and e-discovery, discussion of same-sex marriage and custody disputes over pre-embryos, and crimes of unauthorized access of computer data and warrantless searches of cell phones

Family Law for Paralegals Dec 15 2021

Thoughtful and carefully-written, *Family Law for Paralegals* presents the nuts-and-bolts in a relevant historical framework with exposure to some of the most dynamic issues in family law today. The comprehensive coverage balances the basic issues of marriage and divorce with cutting-edge concerns such as non-marital families, child abuse and neglect, and same-sex marriage. Helpful real-life examples and sample forms show students what they will encounter in practice. Useful pedagogy helps students develop their critical thinking and writing skills,

and a range of assignments in each chapter provides practice in research, analysis, memo-writing, and argumentation. Fresh new cases enliven the Sixth Edition. New material features changes in the law relating to same-sex marriage as well as technological innovations such as e-filings for divorce. A new discussion of divorce and military families is presented, and issues related to international families are explored. The Sixth Edition covers all the new rulings on the Defense of Marriage Act (DOMA.)

Features: nuts-and-bolts of family law in relevant historical framework with exposure to dynamic, contemporary issues comprehensive coverage fundamental issues of marriage and divorce cutting-edge concerns: non-marital families, child abuse and neglect, and same-sex marriage real-life examples and sample forms preview actual practice useful pedagogy helps students develop critical thinking and writing skills summaries key terms review and discussion questions range of assignments for practice in

research, analysis, memo writing, and argumentation Thoroughly updated, the revised Sixth Edition presents: fresh new cases current changes in the laws relating to same-sex marriage new coverage of technological innovations, such as e-filings for divorce discussion of divorce and military families legal issues related to international families new rulings on the Defense of Marriage Act (DOMA)

eDiscovery for the Legal Professional Nov 14 2021 Designed for today's student, eDiscovery for the Legal Professional introduces the basics of electronic discovery. In the current, fast-paced legal environment, legal professionals need to understand how technology influences the practice of law, how to communicate this information to their clients, and the most cost-effective discovery tools available. This text offers comprehensive and timely coverage, including historical development of the eDiscovery field, substantive legal precedent and case studies, procedural changes based on

recent revisions to the Federal Rules of Civil Procedure, practical application of eDiscovery tools and resources, discussion of changing technology definitions, usage and trends, and ethical considerations for the legal professional when managing electronic discovery and data. Professors and students will benefit from:

Accessible text that explains technical eDiscovery concepts in layman terms. Up-to-date discussion of current Federal Rules of Civil Procedure covering eDiscovery. Effective pedagogy with Examples and Exercises in every chapter, excerpts from cases and the Federal Rules, helpful lists and summaries, and Key Points that highlight essential concepts and practical applications. Key topics covered include: Impact of Electronically Stored Information (ESI) on discovery, Data Management, Case Management, Spoliation, and Ethical Considerations such as competence, confidentiality, and informed consent. A comprehensive glossary that helps students with

new and unfamiliar vocabulary

Contracts Jun 09 2021 **Contracts for Paralegals: Legal Principles and Practical Applications** engages students with a practical, applied approach. Using a clear and accessible writing style, Wendling makes a comprehensive presentation of contracts, rounded out by current exercises that motivate lively discussions. Students are encouraged to develop critical thinking, vocabulary, and analytical and writing skills through a variety of real-world exercises, portfolio creation, and team exercises. New to the Second Edition: “Cyber Contracts” feature familiarizes students with the latest blockchain technology in the application of “smart contracts” Updated cases provide students the opportunity to apply their knowledge of chapter topics through analysis of relevant cases Examples of new technology demonstrate the influence of social media on contract origination, performance, and evidence Professors and students will benefit from: An

accessible style A variety of approaches that stimulate students A step-by-step chronology that walks students through all the phases of contract formation, performance, and breach Practical applications Portfolio creation
Many Roads to Justice Oct 21 2019 This book attempts to convey some of the challenges that those wielding the law for social change purposes have faced and the successes they have achieved. By intention, it is more a studied appreciation than a critical analysis of their efforts. We asked an international team of consultants to help us document and describe how various law-based strategies have worked in very different settings, to draw out connections between those efforts, and to highlight some of the insights that emerge from grantees' experiences in law-related work. We also asked them to help us learn more about the ways the Foundation has played a role in these efforts. Known as the Global Law Programs Learning Initiative (GLPLI), this effort is not definitive, but

rather suggestive. Our goal is to contribute to more serious future reflection and, ultimately, more effective programs in this field.

Fundamentals of Business Organizations for Paralegals Aug 23 2022 Now in its Seventh Edition, *Fundamentals of Business Organizations for Paralegals* by Deborah E. Bouchoux offers concise coverage of every form of business organization in the United States. In a readable and concise format, *Fundamentals of Business Organizations for Paralegals* discusses the nature of each form of business; the advantages and disadvantages of each type of organization, business operation and management; transferability of ownership; formation and dissolution of the business; and the tax implications for each type of organization. With a straightforward treatment of all pertinent topics, Deborah E. Bouchoux expertly balances substantive discussion with practical guidance for the paralegal. Enhanced by excellent pedagogy, the text engages students with the

material and ensures comprehension of key topics. New to the Seventh Edition: All new case illustrations and end-of-chapter discussion and Net Worth questions New and updated charts Discussion of the Corporate Transparency Act of 2021 Discussions of the shift away from the shareholder primacy doctrine to a new standard for corporate responsibility in which the interests of other stakeholders are considered when corporations take action Examination of green and social bonds, by which corporations fund eco-friendly projects or raise funds for social projects such as affordable housing An entirely new section in Chapter Ten on governance trends, especially ESG issues, such as improving diversity in the boardroom and proposals to combat climate change The effect of the #MeToo and Black Lives Matter movements on businesses The significance of the COVID-19 pandemic in various business-related issues Professors and students will benefit from: Thoughtful text tailored to a shorter course

Timely coverage of new trends and topics Excellent pedagogy and well-written text make a dense topic accessible Helpful visual aids and charts that illustrate and highlight important topics Sample forms that appear in context throughout the book Discussion of the role of the paralegal in each chapter

Ethical Lawyering Mar 06 2021 The purchase of this ebook edition does not entitle you to receive access to the Connected eBook with Study Center on CasebookConnect. You will need to purchase a new print book to get access to the full experience, including: lifetime access to the online ebook with highlight, annotation, and search capabilities; practice questions from your favorite study aids; an outline tool and other helpful resources. Many professional responsibility professors struggle to engage students in a required course, one that students wouldn't otherwise have chosen to take, covering material that simultaneously appears both obvious and intricately technical. Ethical

Lawyering: A Guide for the Well-Intentioned addresses those concerns with a fresh look at teaching and learning Professional Responsibility. Instead of containing impenetrable cases typical of most professional responsibility casebooks, which force students and teachers to sort out convoluted facts and incomplete or out-of-date analysis, this book “flips the classroom” by providing detailed explanations of the Model Rules, accompanied by problems for class discussion that require students to explore how the Rules apply in real-world situations—a structure which lends itself easily to both in-person and online courses. The book’s explanations are focused on building statutory interpretation skills, and then bringing these skills to common practice scenarios. Discussion covers all aspects of the law governing lawyers, from professional discipline to civil liability to court sanctions, as well as informal concerns, such as client relations and the business of law practice. Professors and

students will benefit from: A “flipped classroom” structure in which the book provides detailed explanations of the Model Rules, interspersed with problems for class discussion, that are both drawn from practice and illustrate some of the challenges in applying the rules in real-world situations. MPRE-style multiple-choice review questions at the end of each chapter (or after substantial portions of a chapter) addressing the material. An informal, irreverent, down to earth, and conversational style, meant to be accessible, crafted to engage students without understating the seriousness of the subject matter, and to encourage them to put themselves into the “hot seats” that the problems describe. A statutory construction approach to the Model Rules, designed to build text-interpretation skills. A comprehensive treatment of the law regulating lawyers, considering all of the practical hazards that lawyers face, and illustrating the connections between the Model Rules as a basis for professional discipline and the law of torts

(fiduciary duty and malpractice), contracts (scope of the attorney-client relationship and engagement agreements), agency (authority), and procedure (sanctions), as well as informal concerns such as client relations and reputational issues. A digital edition that includes links to all necessary statutory materials. Teaching materials Include: A detailed Teacher's Manual, including: Suggested syllabi for two-hour and three-hour courses. Detailed analyses of all of the problems, including pedagogical suggestions, to stimulate class discussion. Explanatory answers to the MPRE-style multiple-choice review questions. Suggested PowerPoints for class use. Two online-only chapters (The Government Lawyer; Judicial Ethics).

California Property Law for Paralegals May 08 2021 Designed to simplify material while maximizing student interest, California Property Law for Paralegals is a well-organized, clearly written, practical text. This concise yet

comprehensive book will provide students the tools they need but will not overwhelm them because it is geared specifically to the needs of paralegal students. Written so that class lectures can be prepared with ease, this text features: Practical problem solving exercises and hypotheticals presented in an interesting and attention-grabbing style with an eye to engaging the reader Ethical issues discussed throughout the text that challenge the students and prepare them for practice An option for instructors to encourage students to draft assignments in IRAC form to better prepare students for the workplace and to make grading easier for instructors Chapters ending with a review of important terms, concepts, definitions, and chapter review questions. The author engages both students and instructors with four special features intended to facilitate mastering the law through practical application: Judge for a Day uses a paraphrased judicial opinion or fact pattern that does not reveal the holding of the

case. Students are asked to predict the judge's ruling. These can be used to trigger classroom discussion or used in a mock trial. The Client Comes Calling presents a challenge or task that a paralegal may encounter in the course of an ordinary day in a law firm. This feature spotlights ethical considerations and also introduces students to the business side of the practice of law. Sharpening the Saw: An Exercise in Issue Spotting trains paralegals to think like legal professionals. Students are asked to read a set of facts and then to identify and effectively convey the issue in writing. This feature is presented in such a way that an instructor can determine how much emphasis to place on legal writing. Out of the Ivory Tower reminds students that clients use law firms to solve problems. This feature encourages creative thinking and a focus on the "big picture." Without a doubt, California Property Law for Paralegals is your best alternative for an easy to teach, focused, California-specific property text

aimed specifically at paralegals.

Introduction to Law for Paralegals Sep 19 2019
Introduction to Law for Paralegals covers not only the theory but also the practical aspects of every day legal practice. This text prepares students for the transition from classroom to courtroom, offering balanced coverage of procedural concepts along with an introduction to specific areas of the law. Features: devotion to practical applications, such as legal research, ethics, trials, and appellate issues as well as substantive legal issues, ranging from personal injury and contracts to intellectual property clear, engaging writing style emphasis on practical skill acquisition which is discussed in conjunction with substantive legal issues reader-friendly design, with marginal definitions of key terms and phrases, inset boxes that explore various concepts, and chapter features such as and "Skills You Need in the Real World" and and "Issues at a Glance" that encapsulate important concepts. The text also includes

numerous examples, figures, tables and hypotheticals to help students understand various legal issues and make effective use of different student learning styles excellent end-of-chapter activities, with chapter summaries, review questions, discussion questions, web references, ethics discussions, suggestions for further reading, sample documents, and "personality quizzes" that help students determine what area of the law is right for them shorter length and level of material makes this text the perfect choice for Associate's level paralegal courses New to the Second Edition: new developments and new case law more in-depth coverage of substantive law areas more coverage of computer technology in the law office

Civil Litigation Dec 03 2020 Succeed in your role as a paralegal with CIVIL LITIGATION, Seventh Edition. Practical, easy-to-understand, and thoroughly up-to-date, this proven book helps you grasp the details of today's litigation

practice, covers the litigation process in a range of contexts, and demonstrates the relationship of litigation to other legal specialties. Each chapter includes exercises focusing on two cases, giving you the opportunity to work the cases from beginning to end, simulating an on-the-job experience. You'll also find sample documents (such as complaints, answers, interrogatories, and deposition summaries) that familiarize you with the documents you will encounter in the litigation law office. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

California Property Law for Paralegals Mar 18 2022 Designed to simplify material while maximizing student interest, California Property Law for Paralegals is a well-organized, clearly written, practical text. This concise yet comprehensive book will provide students the tools they need but will not overwhelm them because it is geared specifically to the needs of

paralegal students. Written so that class lectures can be prepared with ease, this text features: Practical problem solving exercises and hypotheticals presented in an interesting and attention-grabbing style with an eye to engaging the reader Ethical issues discussed throughout the text that challenge the students and prepare them for practice An option for instructors to encourage students to draft assignments in IRAC form to better prepare students for the workplace and to make grading easier for instructors Chapters ending with a review of important terms, concepts, definitions, and chapter review questions. The author engages both students and instructors with four special features intended to facilitate mastering the law through practical application: Judge for a Day uses a paraphrased judicial opinion or fact pattern that does not reveal the holding of the case. Students are asked to predict the judge's ruling. These can be used to trigger classroom discussion or used in a mock trial. The Client

Comes Calling presents a challenge or task that a paralegal may encounter in the course of an ordinary day in a law firm. This feature spotlights ethical considerations and also introduces students to the business side of the practice of law. Sharpening the Saw: An Exercise in Issue Spotting trains paralegals to think like legal professionals. Students are asked to read a set of facts and then to identify and effectively convey the issue in writing. This feature is presented in such a way that an instructor can determine how much emphasis to place on legal writing. Out of the Ivory Tower reminds students that clients use law firms to solve problems. This feature encourages creative thinking and a focus on the "big picture." Without a doubt, California Property Law for Paralegals is your best alternative for an easy to teach, focused, California-specific property text aimed specifically at paralegals.

Basic Legal Writing for Paralegals Nov 26
2022 Basic Legal Writing for Paralegals, Sixth

Edition, teaches students the skills they need to effectively work with cases, legal authorities, documents, and professional correspondence. Samborn and Yelin guide students through the writing process, using the objective memo as a teaching tool. At every stage of a well-defined writing process, the authors provide lucid explanations, visual aids, and plenty of examples. With practice exercises throughout the book, students can develop the skills that will become indispensable to their careers as paralegals. New to the Sixth Edition: New and refreshed exercises Streamlined presentation, making the material even more accessible and teachable Updated website resources Revised and updated chapter on Case Briefing and Analysis Expanded coverage of email and e-memos Professors and students will benefit from: Thorough and readable coverage of case briefs, legal memoranda, correspondence, and persuasive writing A practical approach that emphasizes the role of the paralegal, and how

different types of legal writing are used in practice Step-by-step instruction that guides students through every stage of the writing process, from pre-writing planning to drafting and revising An overview of the legal system that shows how different forms of legal writing are used in different contexts Synthesizing and presenting legal authorities How to use the IRAC method of legal analysis Examples, exhibits, writing tips, exercises, ethics alerts, practice pointers, and web resources Additional student resources in its appendices on citation rules and writing strategies

Legal Environment Jan 04 2021

Comprehensive legal environment of business text, designed for introductory courses. This text is available in ebook format from the VitalSource Store. To download and use the ebook, you will need the free VitalSource Bookshelf software. **DOWNLOAD NOW** Features: Complete coverage includes all the elements of a traditional Legal Environment of Business Text. Also covers topics

that make it suitable for and “crossover and” courses and courses that are traditionally business organizations or business law oriented. Designed for use in either general undergraduate legal environment classes or more practical paralegal courses. Approachable text, covering all the major subject areas of the legal environment in an easy to understand and concise manner. Provides both an understanding of the basics of the law and understanding of practical applications. The basic concepts are reinforced by cases and hypotheticals within the text that allow for practical application of the legal concepts discussed in each chapter. This well-written text includes the following: Each chapter has multiple hypotheticals, examples, questions, definitions, exercises, in text case summaries and redacted case excerpts. All of the chapters begin with stated learning objectives. Additionally, each chapter includes a discussion of relevant ethical issues Shorter length will appeal to those overwhelmed by longer books

with too much information. A comprehensive instructor and’s manual and test bank will be included. The text will include free Loislaw access for students and faculty, together with sample research exercises. *Instructor's Manuals are a professional courtesy offered to professors only. For more information or to request a copy, please contact Wolter's Kluwer Law and Business at 800.529.7545 or examcopy@wolterskluwer.com.

Concise Guide to Paralegal Ethics May 20 2022 Clearly written, and replete with design elements that facilitate study and review, the Concise Guide to Paralegal Ethics provides succinct coverage that focuses on the professional paralegal. Perfect for use in shorter courses, or substantive courses with an ethics component, the Fifth Edition provides timely and thorough coverage of all major legal ethics topics. New to the Fifth Edition: Discussion of how the ethics of technology affects paralegals in matters of confidentiality and privilege,

competence, conflicts of interest, and advertising Changes in legal practice that add to the responsibilities of paralegals Refreshed review questions, discussion questions, hypotheticals, and projects Professors and students will benefit from: Consistent emphasis on how the rules of ethics affect paralegals Authoritative writing in a well-organized format Helpful overviews in every chapter Italicized key terms with corresponding definitions in the margins Review questions, hypotheticals, discussion points, and projects Relevant ethics codes, conveniently located in the Appendix Teaching materials include: Instructor's Manual with Test Bank PowerPoint slides

Sports Law Mar 26 2020 The authors of the leading sports law casebook joined with two of the leaders in the sports law field to develop a problem-based sports law and governance text for undergraduate and graduate students. The text is presented in the traditional law school case method style, with a unique focus on how

those regulatory and governance materials can be used to solve problems in sports, from issues like Deflategate to the future of big-time intercollegiate athletics. Whether students are interested in careers in professional or amateur sports law, they will acquire foundational knowledge that will help them identify legal issues, minimize risk, and become a generation of problem solvers within the sports industry. Contracts, torts, agency, labor/employment, antitrust, and intellectual property law are all addressed, as well as health and safety issues and high school, college, and international/Olympic/regulatory concerns. In a world where sports has proven to be a leader, the book also addresses racial and gender equity issues in depth.

Interviewing and Investigating Feb 05 2021 Because skills are to be mastered, not memorized, this comprehensive text uses realistic case scenarios, practical exercises, illustrations, and examples to teach the essential

skills of interviewing and investigating. Led by an experienced practitioner and author, readers will make connections between law and fact, engage in critical analysis, and develop specific communication skills that will prove indispensable in practice.

Fundamentals of Family Law Jul 10 2021 J.

Shoshanna Ehrlich's *Fundamentals of Family Law, Second Edition* is a concise version of Ehrlich's *Family Law for Paralegals*, developed for use in shorter paralegal courses. The *Fundamentals* version provides students with the knowledge and skills they will need to be effective paralegals in a busy family law practice. Without sacrificing intellectual integrity and depth of topical coverage, the text is streamlined in order to emphasize the material that is essential for the transition from classroom to office. New to the Second Edition: Marriage (Ch. 1) includes new sections on: The retroactive application of *Obergefell v. Hodges* to backdate marriages of same-sex couple to

when they would have married had it been allowed The debate over whether merchants can refuse to provide wedding-related services and goods to same-sex couples based on religious objections Whether the marriage consent age should be raised to protect minors from being forced into marriage against their will. Domestic Violence (Ch. 3) now covers: The use of electronic monitoring in domestic violence cases The possibility of allowing minors who are being forced into marriage to obtain civil orders of protection. Children coverage expanded to include: In Chapter 5, new sections on the appointment of attorneys to represent children in contested custody disputes and considerations of parental disability in best interest determinations In Chapter 11, new section on same-sex couples and the establishment of legal parenthood In Chapter 12, consideration of the emergence of medical child abuse and forced marriage as new categories of harm; expanded definitions of abuse and neglect, including

medical child abuse and forced child marriage; and new section on “legal orphans” and the reinstatement of parental rights. Economic Issues updated with: New section in Chapter 6 on the due process rights of low-income parents in civil contempt cases for non-payment of child support. Chapter 7 expanded to include the backlash against “permanent” spousal support awards and the tax treatment of spousal support payments. Coverage of virtual assets in Chapter 8 Professors and students will benefit from: The full range of family law topics in a more concise format—including marriage and divorce, non-marital families, child abuse and neglect, and same sex marriage Practice-based assignments, real-life examples and sample forms Clear pedagogy—including chapter summaries, key terms defined in the margins, and review and discussion questions--helps students better understand the material and develop their critical thinking and writing skills. Up-to-date coverage of all the key topics in family law, with

a consistent focus on the work of the paralegal **Understanding Immigration Law and Practice** Nov 02 2020 "This book is a primer of immigration law and practice geared towards paralegal students, law students, college students, and those new to the practice of immigration law"--

Practical Contract Law for Paralegals Jun 21 2022 *Practical Contract Law for Paralegals: An Activities-Based Approach* is a comprehensive, practical introduction to environmental law written exclusively for paralegal students. The concise, well-written text focuses on a broad understanding of the sources of environmental law and offers students numerous practical exercises as well as concrete methods for researching the law. It also includes methods for conducting due diligence in real estate transactions, a real-world concern of paralegals and a topic ignored by other textbooks. The Second Edition offers thoroughly updated exercises, websites, government forms and laws,

and includes a new chapter on mining law. Features of Practical Contract Law for Paralegals: An Activities-Based Approach: Accessible, practical approach to environmental law, specifically designed for the paralegal student. Comprehensive coverage includes the basics of the judicial concepts, policies, agencies and institutions that shape environmental law A brief overview of legal research and how it applies to environmental law. Intuitive organization starts with the implementation and sources of Environmental Law and moves on to specific statutes. Emphasis on conducting due diligence in real estate transactions, a real-world concern of paralegals and a topic no other book addresses. Engaging hands-on assignments, exercises and website resources teach students how to research local laws and access vital information. Strong pedagogical features reinforce the material, including crossword puzzles, key terms, review questions, and practice exercises. Features employment

opportunities and ethical issues Thoroughly updated, the revised Second Edition includes: New chapter on mining law. Thoroughly updated exercises, government forms, laws, and websites.

Paralegal Career For Dummies Apr 26 2020

Apply important legal concepts and skills you need to succeed Get educated, land a job, and start making money now! Want a new career as a paralegal but don't know where to start? Relax! Paralegal Career For Dummies is the practical, hands-on guide to all the basics -- from getting certified to landing a job and getting ahead. Inside, you'll find all the tools you need to succeed, including a CD packed with sample memos, forms, letters, and more! Discover how to * Secure your ideal paralegal position * Pick the right area of the law for you * Prepare documents for litigation * Conduct legal research * Manage a typical law office Sample resumes, letters, forms, legal documents, and links to online legal resources. Please see the

CD-ROM appendix for details and complete system requirements.

Ethics and Professional Responsibility for Paralegals Feb 17 2022

With complete coverage of the ethical principles that inform the role of the paralegal, *Ethics and Professional Responsibility for Paralegals*, Eighth Edition is ideal for use as either a primary course book, or a supplementary text. An authoritative presentation combined with clear and readable pedagogy enriches all levels of inquiry into the ethics of legal practice. Key Benefits: Comprehensive coverage of the professional responsibilities of paralegals, illuminated with chapter overviews, key terms, and a student-friendly organization. Discussion questions with hypotheticals and review questions in each chapter. Landmark cases, many involving paralegals, that demonstrate how the principles and rules of ethics are applied. Updated ethics opinions, with a focus on technology and social media, supported by new hypotheticals.

Expanded coverage of how technology is affecting various aspects of ethics and practice, including confidentiality and privilege, competence, conflicts of interest and advertising. Many new cases including: *State Bar v. Lang* (unauthorized practice of law), *Committee v. JPMorgan Chase* (competence), *Lola v. Skadden* (professionalism), *Pension Committee v. Banc of America Securities* (advocacy), and *McDermott v. Superior Court* (confidentiality).

Introduction to Law for Paralegals Sep 24 2022

Elder Law for Paralegals Apr 19 2022 *Elder Law for Paralegals* prepares students to assume a productive

Evidence for Paralegals Oct 13 2021 Clearly written textbook that helps students understand how evidentiary principles are applied in real-life situations. Text focuses on the practical applications of the Federal rules of Evidence and how the rules relate to paralegal practice.

Features: Covers a full range of topics, including gathering evidence, interviewing witnesses, and researching. Written from a real-life perspective, showing how actual practice works in local, state, and federal court. Pedagogy in text developed for paralegal students, and includes short case summaries, readable examples, marginal definitions of terms, marginal cross-references to the Rules of Evidence, review questions, and hypotheticals. Short, concise presentation is ideal for paralegal courses. Updated with changes to the Federal Rules of Evidence. Updated with new cases. New hypotheticals and discussion questions added. *Real Estate Law* Aug 19 2019 Unlike existing textbooks written for law students on specific subjects impacting real estate transactions, *Real Estate Law: Fundamentals for The Development Process* uses "The Development Process" as a framework for understanding how the U.S. legal system regulates, facilitates, and generally impacts real estate transactions and their

outcomes. This book not only addresses the nature of specific legal issues directly relating to real estate transactions but also how those issues may best be identified and addressed in advance. This book breaks down the myriad of laws influencing the selection, acquisition, development, financing, ownership, and management of real estate, and presents them in context. Readers of *Real Estate Law* will gain a practical understanding, from the perspective of a real property developer or real estate executive, investor, or lender, of: how to identify potential legal issues before they arise; when to involve a real estate attorney; how to select an attorney with the appropriate, relevant experience; and how to efficiently and economically engage and manage legal counsel in addressing real estate issues. Written as a graduate-level text book, *Real Estate Law* comes with numerous useful features including a glossary of terms, chapter summaries, discussion questions, further reading, and a

companion website with instructor resources. It is a resource of great value to real estate and finance professionals, both with and without law degrees, engaged in one aspect or another of real estate development and finance, who want to become more conversant in the legal issues impacting these transactions.

Wills, Trusts, and Estates for Paralegals Jan 16 2022 New text for the paralegal course on Wills, Trusts, and Estates that provides a general overview of Wills and Trusts. Covers the use of wills and trusts in creating an estate plan, as well as an overview of estate litigation and estate administration. This text teaches paralegals the necessary skills to assist with the preparation of wills and trusts and with the administration of estates. Key Features Begins with an understanding of the history and development of estate planning laws, continues through the preparation of the documents needed to create an estate plan, and ends with how to administer an estate. Practical, step-by-

step examples throughout the book apply the concepts to realistic situations. Examples break down each document into individual elements. At each step, alternatives are provided and options are discussed. Practice Tips help students understand real-life applications and situations. Drafting exercises in the text offer opportunities to apply what the students have learned. Ethical considerations that all attorneys and paralegals must follow are included throughout the text. More complex concepts are introduced for general understanding only, so that students have an understanding of the concepts and language used in practice. The text emphasizes the vocabulary of estate planning so that students know the meaning of different terms and to use the terms correctly. Key terms are defined in the margins.

Evidence for Paralegals Sep 12 2021 Clearly written textbook that helps students understand how evidentiary principles are applied in real-life situations. Text focuses on the practical

applications of the Federal rules of Evidence and how the rules relate to paralegal practice.

Features: Covers a full range of topics, including gathering evidence, interviewing witnesses, and researching. Written from a real-life perspective, showing how actual practice works in local, state, and federal court. Pedagogy in text developed for paralegal students, and includes short case summaries, readable examples, marginal definitions of terms, marginal cross-references to the Rules of Evidence, review questions, and hypotheticals. Short, concise presentation is ideal for paralegal courses.

Updated with changes to the Federal Rules of Evidence. Updated with new cases. New hypotheticals and discussion questions added.

Fundamentals of Criminal Practice Jul 30 2020 Fundamentals of Criminal Law and Procedure for Paralegals focuses on providing the skills and knowledge students need to function effectively in careers related to criminal law. From investigation and discovery, to trial

and sentencing, this text traces every step of the way through five hypothetical criminal cases that illustrate procedure, raise discussion questions, and engage students in skill-building exercises. Realistic and practical, the text engages students with discussions of the criminal justice system, the role of police and lawyers, the basic principles of criminal law, constitutional limitations, and trial procedures.

New to the Second Edition: The book now covers Legal Defenses before Discovery and Disclosure, more accurately reflecting real world practice. Expanded coverage on the handling of cases involving driving under the influence, police officers' use of excessive force, sexual offenses, and diversion programs offered by specialized courts. New Chapter 15 on Related Proceedings, covering Collateral Remedies, Clemency, Removing and Limiting Access to Criminal Records, Recovery of Seized Assets and Challenging Summary Suspensions of Driver's Licenses. Revisions to make the text even more

accessible to students, with learning objectives in every chapter and carefully edited discussions of key concepts. The title of the book has been changed to more accurately reflect the content of the book. Professors and students will benefit from: A logical three-part organization: Criminal Law: The criminal justice system, principles of criminal law, and types of criminal offenses Criminal Procedure: From commission of the offense to plea bargaining Criminal Procedure: Trials and their aftermath An emphasis on the role of paralegals, lawyers, and law enforcement in criminal cases Five hypothetical cases woven throughout the text that illustrate procedure, raise discussion questions, and offer opportunities for research exercises Coverage of both white collar and "street crime," from both state and federal perspectives Excerpts from statutes, court opinions, investigative reports, and pleadings Strong pedagogy, including discussion questions, application exercises, marginal definitions, and end-of-chapter review

questions. Assignments that mirror the tasks a paralegal would perform in a prosecutor or defense counsel's office

Tort Law for Paralegals Nov 21 2019 This is a comprehensive introduction to law office management, written specifically for paralegal students taking a stand-alone office management course. Unique among textbooks of its kind, it provides thorough coverage of all aspects of law office management and organization, including ethics and soft skills such as communications and critical thinking that are key to successful office management. Assignments are drawn from real-world law office management situations and supported by innovative visual aids and learning tools, such as Clio, Tabs, and PracticeMaster, which gives students hands-on practice with timekeeping systems. Features: Supported by visual aids and innovative learning devices, this book offers complete coverage of principles of management; employment and compensation; personnel structure of different types of law

offices; billing and accounting methods; administrative systems; technology; and the tasks, responsibilities, and roles of lawyers and paralegals. Every chapter includes an ethics assignment. A new chapter walks students through exercises using Clio, Tabs III, and PracticeMaster software (available online to users of this text) for time-keeping, conflicts checks, entering contacts, entering dates in the docket system, trust accounting, generating a form letter, and other client-file tasks. The chapter also directs students through creation of a pdf portfolio, redacting documents, and creating bookmarks. New career profiles emphasize the importance of involvement in professional organizations, advancement in the legal field without obtaining a law degree, and that the legal profession is populated by men and women of all ages and backgrounds.

A Practical Guide to Legal Writing and Legal Method May 28 2020 The second edition has the same accessible format as the first; it divides the

process of thinking & writing about legal problems into steps, explains the steps, illustrates good & bad ways of applying the steps, & provides focused exercises to reinforce good legal writing skills. Three new appendixes—two trial court briefs & a second memo—have also been added. The methods & writing skills in the book teach & reinforce the basic skills for "thinking like a lawyer." Complimentary Teacher's Manual available for quantity orders by professors & law schools. Second & third printings in 1995 & 1999 respectively. THIS BOOK IS PART OF OUR STUDENT SURVIVAL PACK...6 books for one low price (see Hein Item #324340).

Moral Issues in Business Jan 24 2020 MORAL ISSUES IN BUSINESS, 13E examines the moral dilemmas that are common to today's business climate and gives readers the analytical tools to resolve those issues. Using a combination of true stories, interesting reading selections, and a conversational writing style, this edition

prepares readers for the moral quandaries awaiting them in the professional world. Featured topics include: the nature of morality, individual integrity and responsibility, economic justice, pitfalls of capitalism, and corporations' responsibilities to consumers and the environment. Plus, this edition also discusses situation-specific concepts such as downsizing, whistle blowing, sexual harassment, job discrimination, animal abuse, and drug testing. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version. *The Professional Paralegal* Oct 25 2022 The Professional Paralegal presents a comprehensive and pragmatic overview of today's legal system and the diverse role of the contemporary paralegal. The innovative use of profiles and experiences of professional paralegals woven throughout the text provide personal and motivating insight while introducing practical tools, substantive issues, and the all-important

consideration of ethics. This textbook presents information in a manner easily accessed by students and offers many opportunities for discussion, research, and review. Key Features: Offers a down-to-earth approach to the law, the legal profession, and the paralegal's important role in the delivery of legal services. Blends both legal theory and practice together and updates important changes in the law and new approaches to legal practice in a variety of settings. Offers solid guidance on seeking legal employment and working well within the law office. For future paralegals working in private practice, government offices, or even as freelance professionals, this new edition also offers a fresh perspective on issues such as the unauthorized practice of law (UPL) and other issues unique to the professional paralegal. *A Lawyer Writes* Feb 23 2020 Civil Law and Litigation for Paralegals Jul 22 2022 Civil Law and Litigation for Paralegals is a comprehensive text designed specifically for

paralegal civil litigation courses. Author Neal Bevans not only teaches the basics of civil litigation, but also gives students the opportunity to learn skills they will use in practice. In a balanced approach, Bevans covers all the key topics paralegals need to know in an easy-to-read and engaging style that utilizes numerous examples and illustrations but never overwhelms the student. The text provides students with an in-depth analysis of a wide variety of civil cases, beginning with laying out the basic foundation of the American legal system. It proceeds through the investigation and implementation of a civil case, and follows the case through to appeal. The text balances the theoretical underpinnings of the law with the practical examples and hands-on experience that all students need to completely understand the topic. The helpful pedagogy throughout the book and a comprehensive teaching package make class preparation as easy as possible. Features: Clear introduction to the fundamentals of civil

litigation for paralegal students. Provides students with an in-depth analysis of a wide variety of civil cases, laying out the basic foundation of the American legal system, proceeding through the investigation and implementation of a civil case, and following the case through to appeal. Designed to help prepare students for the practical world of divorces, car wreck cases, and medical malpractice claims that they will see every day in civil practice. Each chapter presents students with examples of the important role that paralegals play in every stage of civil litigation, from client intake to bringing an appeal. Understandable writing style with strong pedagogy, resulting in a teachable and accessible text. Each chapter includes Practice Pointers, Search Suggestions, Tech Topics, and Legal Legwork boxes, along with case excerpts, forms, and ethics. Helpful pedagogy includes Chapter Objectives that focus learning and review, Boldfaced key terms and marginal

definitions for convenient reference, Review questions at the end of each chapter, and references to web sites that facilitate legal research

Basic Wills, Trusts, and Estates for

Paralegals Aug 11 2021 The Second Edition of BASIC WILLS, TRUSTS, AND ESTATES FOR PARALEGALS offers an up-to-date and accessible introduction To The essential legal principles of estate practice. By following four fictional families and their real-life concerns, The text puts basic issues in context and prepares students for their future professional challenges. This clear and direct text concentrates on what paralegal students need to know: simple and straightforward introduction to all the basics of wills, trusts, and estates law comprehensive coverage of key topics, including a review of the sources of property law specific drafting guidance for wills and trusts step-by-step review of how the entire federal estate tax return is to be completed appendix of useful

forms Careful crafted for classroom effectiveness: well-crafted pedagogy includes chapter overviews, highlighted examples, key terms, review questions, edited cases, and chapter summaries lively examples capture student interest, and clearly-written text holds it manageable length makes the book ideal for shorter courses Updated features of the Second Edition: text reflects changes in the law including new judicial opinions new forms new exercises in each chapter

Law Office Management for Paralegals Dec 27 2022 Law Office Management for Paralegals, Fourth Edition is a comprehensive introduction to law office management, emphasizing ethics, law office culture, law office systems, and “soft skills,” such as communications and critical thinking. Assignments are drawn from real-world law office management situations and supported by innovative visual aids and learning tools. Students get hands-on practice with timekeeping, conflicts-checking, file

management, trust accounting, business planning, correspondence, and much more. They are exposed to law office software, such as Clio, and learn to perform vital functions using other software and even freeware. Career profiles emphasize the importance of involvement in professional organizations, advancement in the legal field without obtaining a law degree, and that the legal profession is populated by men and women of all ages and backgrounds. New to the Fourth Edition: New ethical discussions: the obligation to keep up with current technology, disaster planning, and dealing with clients using crowdfunding. New technology discussions: artificial intelligence in legal practice, online notarization, client portals, and apps to make the practice of law more efficient and mobile. New discussions of law as a business: features of property insurance, malpractice insurance, insurance for and on employees; trends in office space. New soft skills discussions: dealing with incivility in the legal profession, managing staff

through technology changes. Professors and students will benefit from: Author Laurel A. Vietzen's outstanding reputation in the paralegal market. Drawing on her extensive background as a professor and practitioner, she clearly presents basic law office management and organization. Well-crafted assignments throughout the text help students hone practical skills such as critical thinking, organization, general communication, and computer proficiency. The text is particularly adaptable for an online or hybrid class.

Criminal Law and Procedure for the Paralegal Aug 31 2020 Now newly updated and expanded, the Second Edition of this popular book provides a concise, realistic, hands-on guide to the fascinating and rewarding practice of criminal law. CRIMINAL LAW AND PROCEDURE FOR THE PARALEGAL offers a highly practical introduction to the field, exploring essential legal principles and their applications through a series of real-world cases,

including prosecution, defense, and appellate processes. Drawing on his extensive experience as a criminal defense attorney, an assistant district attorney, and a college instructor, the author brings the world of prosecutors, defense attorneys, and paralegals to life with a uniquely engaging, reader-friendly style ideal for today's learners. The book also addresses relevant Supreme Court decisions and their ramifications and offers insights from actual paralegals and examples from real cases. This trusted text is an ideal resource to prepare you for success in the dynamic, high-demand field of criminal law. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Real Estate and Property Law for Paralegals
Apr 07 2021 Now there is a new and better way to teach the basics of real estate and property law to paralegal students. When you review Real Estate and Property Law for Paralegals, you will discover an exceptional teaching tool that sets

the foundation for a thorough and engaging course. Both students and instructors will appreciate this readable and realistic text: the author supplies an in-depth discussion of real estate law, combined with a solid foundation in the practicalities of daily legal work contains broad coverage of all the key topics paralegals need to know, including: the basic elements of real property, the different methods used to record and describe property, the methods used to transfer title, the rights associated with real estate ownership, the elements of real estate contracts, an extensive discussion of landlord/tenant law, deeds, mortgages, restriction on land use, title insurance and title examinations, the closing process, and tax implications the emphasis throughout the book is on practical skills, using real-world examples to convey a true understanding of what it is like to be a paralegal working in this area the text is easy to read, has an engaging style, and uses numerous examples and illustrations to reveal

the practical nature of real estate law The test is packed with helpful teaching and learning aids: chapter objectives open each chapter "Issue at a Glance" boxes in each chapter summarize important legal concepts marginal definitions for rapid reference numerous figures, tables, and forms "Skills You Need in the Real World" sections in each chapter that highlight particular paralegal skills websites to assist students in gathering more information Key Terms, Review Questions, and Practical Applications exercises at the end of every chapter in addition, the well-developed Instructor's Manual includes a test bank, lesson plans, suggested syllabi, web resources, and additional assignments to facilitate class preparation for instructors. There are even PowerPoint slides for each chapter.

Basic Contract Law for Paralegals Jun 28 2020 This is a clear, comprehensive, and straightforward introduction to all of the basics of contract law, specifically designed for paralegal students. Lively examples and well-

crafted pedagogy cover all key topics in a contracts course, including intent, the UCC, third party contracts, and remedies. An appendix of twelve sample contracts provides a useful ongoing reference tool for paralegals working with contracts. Features: Comprehensive coverage of all the key topics. Also includes a chapter on drafting simple contracts. Clearly written text and lively examples help students understand the law. Well-crafted pedagogy includes chapter overviews, highlighted examples, key terms, review questions, sample clauses for analysis, edited cases, chapter summaries, and end-of-chapter exercises Manageable length makes this book ideal for shorter courses.

[Incarceration Nations](#) Dec 23 2019 In this crucial study, named one of the Washington Post's Notable Nonfiction Books of 2016 and now in paperback, Baz Dreisinger goes behind bars in nine countries to investigate the current conditions in prisons worldwide. Beginning in

Africa and ending in Europe, *Incarceration Nations* is a first-person odyssey through the prison systems of the world. Professor, journalist, and founder of the Prison-to-College-Pipeline program, Dreisinger looks into the human stories of incarcerated men and women and those who imprison them, creating a jarring, poignant view of a world to which most are denied access, and a rethinking of one of America's most far-reaching global exports: the modern prison complex. From serving as a restorative justice facilitator in a notorious South African prison and working with genocide survivors in Rwanda, to launching a creative writing class in an overcrowded Ugandan prison

and coordinating a drama workshop for women prisoners in Thailand, Dreisinger examines the world behind bars with equal parts empathy and intellect. She journeys to Jamaica to visit a prison music program, to Singapore to learn about approaches to prisoner reentry, to Australia to grapple with the bottom line of private prisons, to a federal supermax in Brazil to confront the horrors of solitary confinement, and finally to the so-called model prisons of Norway. *Incarceration Nations* concludes with climactic lessons about the past, present, and future of justice.

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