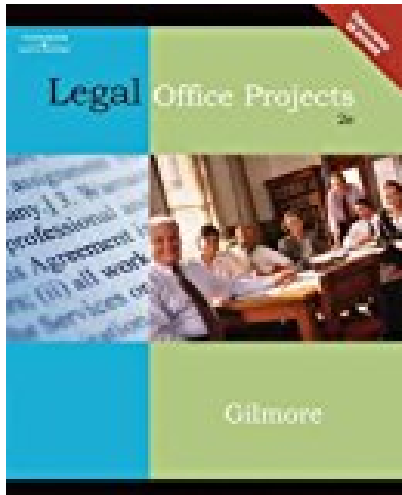


Legal Office Projects with CD-ROM

Legal Office Procedures



BOOK DETAILS

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- Pages : 128 Pages
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BOOK SYNOPSIS

This is an all-encompassing approach to looking at law office procedures. It reviews the law office and the court system then moves on to a detailed discussion of various specialty areas of law and the function of the paralegal or legal assistant in each. Assignments and projects give the reader a very real sense of work in a law office. And, those efforts are documented in a notebook within the publication which later serves as a valuable resource in carrying out similar assignments on the job. This publication coupled with an available forms manual makes for an invaluable combination. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

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