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5th EDITION

The PARALEGAL PROFESSIONAL

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Ethics and Professional Practice for Paralegals, 5th Edition S. Patricia Knight, 2020

The Paralegal Professional Essentials Henry R. Cheeseman, Thomas F. Goldman, 2007-01-01

Paralegal Professional: Essentials & Ethics: Top 10 Rules ANONIMO, 2006-12-01

MyLegalStudiesKit Student Access Code Card Andrew J. Dubrin, Pearson, JR., Thomas F. Goldman, Deborah K. Orlik, 2010-07-13 Managing Human Resources prepares all future managers with a business understanding of human resource management skills The non functional HR approach used in this text also makes human resources relevant to anyone who has to deal with HR issues even those who do not hold the title of manager This edition contains up to 600 new references a new set of cases that address HR in small businesses and coverage on the global economic crisis and its impact on HR 0133059294 9780133059298 Managing Human Resources Plus MyManagementLab with Pearson eText Access Card Package Package consists of 0132729822 9780132729826 Managing Human Resources 0132753189 9780132753180 mymanagementlab with Pearson eText Student Access Code Card for Managing Human Resources

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Concise Guide to Paralegal Ethics Therese A. Cannon, Sybil Taylor Aytch, 2018-09-14 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

The Professional Paralegal Allan M. Tow, Mark S. Rotondo, 2016-02-29 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

Introduction to Law for Paralegals Neal R. Bevans,2023-09-14 Now in its Fifth Edition Introduction to Law for Paralegals balances substantive law with work based knowledge and skills From the basics of the U S legal system to personal injury contracts and intellectual property Neal R Bevans brings it all into focus through clear writing realistic examples and engaging exercises With features like Skills You Need in the Real World and Issues at a Glance the transition from classroom to law firm will be smooth sailing New to the Fifth Edition New and updated cases Discussion of current technology and its use in legal practice New Web Surfing feature with websites for further reading Professors and students will benefit from Essential paralegal skills and legal procedure presented in conjunction with substantive areas of law Part I introduces students to the legal system with coverage of ethics evidence working in the law office trials and appeals Part II covers substantive law including torts contracts criminal law administrative law real property wills and trusts family law intellectual property and agency law Part III gives an overview of legal research and writing A succinct and direct writing style Exercises that develop paralegal skills integrated throughout the text A design for learning on every page including definitions of legal terms and phrases inset boxes that illuminate concepts examples visual aids chapter summaries sample documents case excerpts and more End of chapter exercises and practice questions for test review help students master the material

The Paralegal Professional, 4th Ed Thomas F. & Henry R. Cheeseman Goldman,2014

Evidence for Paralegals Joelyn D. Marlowe,2015-08-14 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

Legal Ethics in the Practice of Law Richard A. Zitrin,Carol Mae Langford,Nina W. Tarr,2007

Legal Research Margaret Helen Kerr,JoAnn Kurtz,Arlene Blatt,2017-11 This book offers students a comprehensive guide to conducting legal research in paralegal and law clerk programs

The Paralegal's Guide to Professional Responsibility Arthur Garwin,2020-06-07 Resource added for the Paralegal program 101101 and Paralegal Post Baccalaureate diploma 311101

Ethics and Professional Responsibility for Paralegals Therese A. Cannon, Sybil Taylor Aytch, 2017-09-12 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

Interviewing and Investigating Stephen P. Parsons, 2010 In the Third Edition of Interviewing and Investigating Essential Skills for the Paralegals Stephen P Parsons has only improved this already successful text The author s proven hands on approach gives students a strong foundation in interviewing and investigating skills This impressive text offers the following a comprehensive and practical approach that gives a strong foundation not just in interviewing and investigating skills but the civil criminal and non litigation context in which they are utilized practical emphasis throughout the text that demonstrates how to learn by doing and teaches the critical connection between law and fact how to engage in effective analysis And The essentials of good communication skills well crafted pedagogy that provides varied and realistic materials through which the student applies the principles studied Illustrations examples hypotheticals and Learn by Doing exercises are included in every chapter examples drawn from a variety of both civil and criminal litigation and non litigation scenarios strong emphasis on ethical and professional standards expected of the paralegal four case studies designed to be used with the Learn by Doing exercises in each chapter and provide realistic scenarios for applying the concepts excellent appendices that provide resources for students including extensive information on on line resources for investigators flexible organization that allows instructors to pick and choose which materials they would like to cover depending on the configuration of their course the book is part of a comprehensive teaching package that includes PowerPoint slides and an extensive Instructor s Manual featuring sample syllabi including suggested sequencing of text for use as either a one or two semester course suggested approaches to teaching the material including suggestions regarding how best to use the numerous different features in the text helpful tips on how to best utilize the case studies including character descriptions and instructions for role playing a suggested evaluation form to use in evaluating student interviewers a Test Bank of exam questions for each chapter of the text Exciting new revisions to this Third Edition completely updated text material illustrations examples learn by doing exercises and case studies all reviewed and updated new material related to electronic discovery e discovery including references To The changes To The Federal Rules of Civil Procedure that went into effect in December 2006 Resources For The Investigator Appendix E has been completely updated to focus more on Web resources and now includes a comprehensive list of resources for e discovery The flexible format and extensive materials allow this text to be adapted to a variety of course structures This versatile book is easily tailored to fit the instructor s specific needs Students will build a strong foundation in both theory and skills through this accessible and appealing text that effectively combines textual explanations with practical applications An author website to support classroom instruction using this title is available at <http://www.aspenlawschool.com/parsons3>

Ethics and Professional Practice for Paralegals S. Patricia Knight, 2010

Canadian Immigration and Refugee Law for Legal Professionals Lynn Fournier-Ruggles, 2022 The fifth edition of Canadian Immigration and Refugee Law for Legal Professionals presents the complexities of the principles and processes of immigration refugee and citizenship law in an approachable user friendly format It uses clear language multiple examples process charts fact scenarios and legal cases to break down and contextualize the law This allows readers to clearly understand and apply what they have learned

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