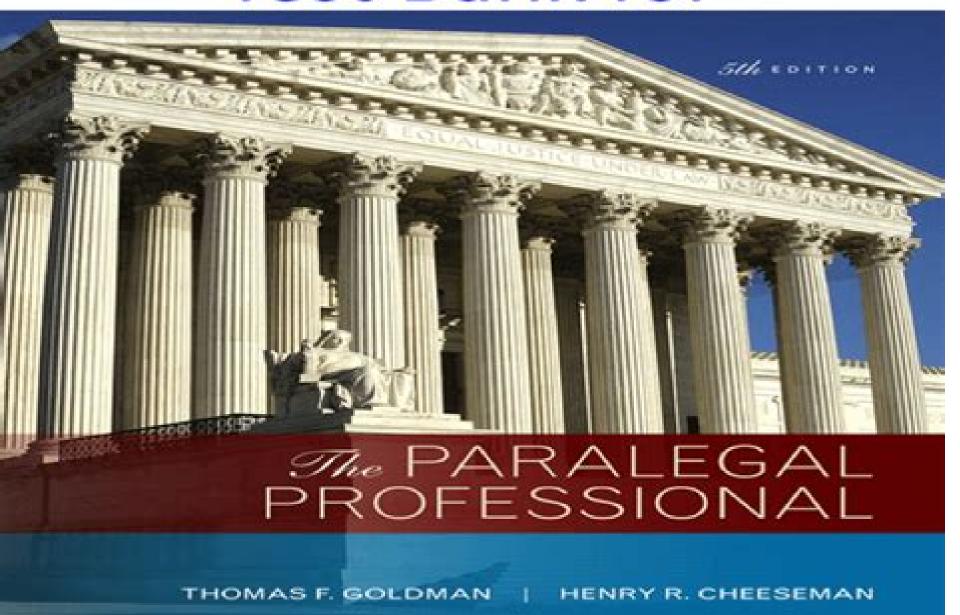
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review help students master the material The Paralegal Professional, 4th Ed Thomas F. & Henry R. Cheeseman Interviewing and Investigating Stephen P. Parsons, 2010 In the Third Edition of Interviewing and Goldman.2014 Investigating Essential Skills 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 **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

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Model Rules of Professional Conduct American Bar Association. House of Delegates, Center for Professional Responsibility (American Bar Association), 2007 The Model Rules of Professional Conduct provides an up to date resource for information on legal ethics Federal state and local courts in all jurisdictions look to the Rules for guidance in solving lawyer malpractice cases disciplinary actions disqualification issues sanctions questions and much more In this volume black letter Rules of Professional Conduct are followed by numbered Comments that explain each Rule s purpose and provide suggestions for its practical application The Rules will help you identify proper conduct in a variety of given situations review those instances where discretionary action is possible and define the nature of the relationship between you and your clients colleagues and the courts **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

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