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revenue generated through paralegal billing should equal 3 times a paralegal's salary - paralegal makes 25/hr, bills for 75 rosemary furman case Sold packets of legal forms and advice on filling them out.

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STUDY GUIDE PARL 1000 – Introduction to Law and the Paralegal Profession PARL 1000 – Introduction to Law and the Paralegal Profession Page 2 COURSE OVERVIEW Over the next fifteen weeks, you will be expected to follow the reading assignments listed in the study guide. Each week you will read at least one chapter and answer the Review Questions.

and the Paralegal Profession - Saylor Academy

Welcome to the study guide for the North Carolina State Bar's Plan for Certification of Paralegals examination! This study guide was designed to provide a roadmap to assist all those studying to take the certification examination. While your coursework in your paralegal program should have given you the tools to study for the examination, this

NORTH CAROLINA CERTIFIED PARALEGAL EXAMINATION STUDY GUIDE

NOTE: The NALA Certifying Board is not involved in the development or delivery of any CP Exam study materials, preparation materials, or products; and the developers of those materials and products do not have access to any CP Exam content. The Certifying Board does not require, approve, endorse, or recommend any specific study materials or methods to be used by examinees.

Study Material - NALA

Paralegal Certification Exams: Must Have Study Guides and Practice Test Questions Published by Jenny Tucker on March 27, 2018 A paralegal certification demonstrates to employers a commitment to the profession and a mastery of certain skills and knowledge necessary to the field.

Paralegal Certification Exams: Must Have Study Guides and ...

Free guides, webinars, checklists, and more by subject matter experts. ... Study.com. Study.com offers free online legal classes where students can learn law terminology and legal concepts—although not for college credit. One class, Business 103: Introductory Business includes 14 chapters on:

5 sites for free education and training for legal ...

A Paralegal's Study Guide. The Listserv is a free, e-mail discussion group. A Paralegal's Study Guide. Examinees also should review other sources, including paralegal textbooks, seminar materials, flash cards and bar charts for law students, Paralegal's Handbook For IOS – Free Download And Software

Free Paralegal Textbooks - Paralegal Certification Programs

Trivium Test Prep's Paralegal Study Guide 2019 offers: A detailed overview of what you need to know for the paralegal exam; Coverage of all the subjects

over which you will be tested; Practice questions for you to practice and improve; Test tips and strategies to help you score higher . Trivium Test Prep's Paralegal Study Guide 2019 covers: Communications

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Each guide includes free and commercial resources for conducting legal research. Thurgood Marshall Law Library Guide to Legal Research As part of its mission to assist library users with legal research, the Thurgood Marshall Law Library at the University of Maryland Francis King Carey School of Law prepares guides to both general legal research ...

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Intro to Paralegal Studies Flashcards | Quizlet

Paralegal test and paralegal exam resources to help you become a paralegal or legal assistant, such as paralegal practice tests, study guides and courses. Certification as a paralegal or legal assistant can boost one's legal career. For more information, see Tests.com's Guide to the Certified Legal Assistant/Certified Paralegal Exam.

Paralegal Exams - Tests.com Practice Tests

BEST OF ALL, TRIVIUM TEST PREP'S PARALEGAL STUDY GUIDE 2019 OFFERS YOU: A full review of what you need to know for the PACE. PACE practice questions for you to practice and improve and worked through practice problems with explanations. Test tips and strategies to help you score higher. Real world examples

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Paralegal Study Guide 2020-2021: Exam Prep Book and ...

Free online legal classes can be used by students to learn law terminology and concepts, but not to earn college credit in a degree program. Students looking for a credit-granting option without ...

List of Free Online Legal Courses and Classes - Study.com

There are 3 levels of study available in Contract Law; summary notes, standard lecture notes, and detailed lecture notes. For students who are looking to re-cap on past lectures or to brush up on their knowledge, we recommend the summary notes option below.

Updated for 2020, Trivium Test Prep's unofficial, NEW Paralegal Study Guide 2020-2021: Exam Prep Book and Practice Test Questions for the Paralegal Advanced Competency Exam (PACE) isn't your typical exam prep! Because we know your time is limited, we've created a product that goes beyond what most study guides offer. With Paralegal Study Guide 2020-2021, you'll benefit from a quick but total review of everything tested on the exam with current, real examples, graphics, and information. These easy to use materials give you that extra edge you need to pass the first time. NALA was not involved in the creation or production of this product, is not in any way affiliated with Trivium Test Prep, and does not sponsor or endorse this product. Trivium Test Prep's Paralegal Study Guide 2020-2021 offers: A full review of what you need to know for the Paralegal exam Practice questions for you to practice and improve Test tips to help you score higher Trivium Test Prep's Paralegal Study Guide 2020-2021 covers: Communications Jargon, Slang and Colloquialisms Grammar and Parts of Speech Commonly Confused/Misused Words Punctuation Vocabulary Human Resources and Interviewing Ethics NALA Code of Ethics and Professional Responsibility Legal Research Latin Legal Terms Substantive Law The American Legal System Business Organizations Civil Litigation Contracts Judgment and Analytical Ability ...and includes a FULL practice test! About Trivium Test Prep Trivium Test Prep is an independent test prep study guide company that produces and prints all of our books right here in the USA. Our dedicated professionals know how people think and learn, and have created our test prep products based on what research has shown to be the fastest, easiest, and most effective way to prepare for the exam. Unlike other study guides that are stamped out in a generic fashion, our study materials are specifically tailored for your exact needs. We offer a comprehensive set of guides guaranteed to raise your score for exams from every step of your education; from high school, to college or the military, to graduate school. Let our study guides guide you along the path to the professional career of your dreams!

Prepare for success on the Certified Paralegal (CP) Examination with the only comprehensive review manual prepared in partnership with the National Association of Legal Assistants (NALA). Whether you are an experienced paralegal professional or new to the profession, **CERTIFIED PARALEGAL REVIEW MANUAL: A PRACTICAL GUIDE TO CP EXAM PREPARATION, 4E** offers an indispensable resource for preparing to take the CP Exam administered by NALA . New material covers the latest areas of paralegal practice and technology while detailing the most recent changes in the CP Exam. New examples, extensive outlines, realistic practice tests, and helpful exam tips prepare you for the exam. After an unmatched overview of test essentials, this complete manual dedicates full chapters to examine specific content areas of the test. You'll find the skills and best practices you need achieve your best on today's CP exam. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

The Paralegal Aide Passbook(R) prepares you for your test by allowing you to take practice exams in the subjects you need to study. It provides hundreds of questions and answers in the areas that will likely be covered on your upcoming exam, including but not limited to: preparing legal documents; interviewing; understanding legal materials; presenting ideas effectively; and other related areas.

Prepare for any of the top three paralegal certification exams with the only comprehensive review resource designed to help new or experienced paralegal professionals earn certification. Koerselman Newman's **THE COMPLETE PARALEGAL CERTIFICATION HANDBOOK, 5E** equips you to take certification exams from the National Association of Legal Assistants (NALA), National Association of Legal Secretaries and Legal Professionals (NALS), or National Federation of Paralegal Associations (NFPA). The author applies years as an attorney, instructor, and working professional to help you achieve certification goals. New side-by-side comparisons present areas of paralegal practice that are tested with details of eligibility, application and testing requirements, and essential content for each exam. Three new chapters focus on the latest test content, including interviewing, estate planning and probate, and tort law. New examples, outlines, practice tests, and testing tips help refine your skills for certification testing and career success. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Succeed on the job--and in your course--and prepare for the Certified Paralegal examination with the NALA Manual. More than 100 leading authorities with a wide range of experience in legal disciplines and management have contributed to this comprehensive manual since it was introduced in 1976. Covering all the skills required of paralegals today, the updated manual includes a collection of successful solutions to actual assignments accomplished by working paralegals nationwide. These proven techniques and procedures can be used as starting points from which you can make changes, adaptations, and modifications when you encounter similar situations on the job. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

PACE Secrets helps you ace the Paralegal Advanced Competency Exam, without weeks and months of endless studying. Our comprehensive PACE Secrets study guide is written by our exam experts, who painstakingly researched every topic and concept that you need to know to ace your test. Our original research reveals specific weaknesses that you can exploit to increase your exam score more than you've ever imagined. PACE Secrets includes: The 5 Secret Keys to PACE Success: Time is Your Greatest Enemy, Guessing is Not Guesswork, Practice Smarter, Not Harder, Prepare, Don't Procrastinate, Test Yourself; A comprehensive General Strategy review including: Make Predictions, Answer the Question, Benchmark, Valid Information, Avoid Fact Traps, Milk the Question, The Trap of Familiarity, Eliminate Answers, Tough Questions, Brainstorm, Read Carefully, Face Value, Prefixes, Hedge Phrases, Switchback Words, New Information, Time Management, Contextual Clues, Don't Panic, Pace Yourself, Answer Selection, Check Your Work, Beware of Directly Quoted Answers, Slang, Extreme Statements, Answer Choice Families; A comprehensive content review including: Conflicts of Interest, The Tickler System, Docket Control, Interviewing Prospective Clients, Steps in Legal Analysis, Expert Witnesses, Sole Proprietorship, Partnership, Case Management, Types of Legal Documents, Client Legal Matters, Types of Discovery, Types of Legal Authorities, Communication Skills, Docket Control System, Administration, Basic Steps of Legal Writing, Principles of Applying Past Laws, Briefs, Effective Filing Systems, Proper Use of Language, Basic Responsibilities, Physician-Patient Privilege, Attorney Work Product, Authorizations and Releases, Billing Systems, Managing Workflow, Professionalism, Closing Statement, Bench Trial, Impeachment, Limited Liability Company, Court Decisions, Proofreading, Statutes, Jurisdiction, Literal Interpretation, Intrinsic Factors, Standing, Legal Capacity, and much more...

Designed as a self-study tool, NALA's CLA/CP STUDY GUIDE AND MOCK EXAMINATION, fourth edition will help sharpen test-taking skills. This study guide offers details and tips for taking the CLA Exam, as well as a series of self-tests for each exam category. The end of the book contains a CLA mock exam with an answer key. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

An Introduction to Paralegal Studies is a concise, easy-to-read book that provides basic coverage of the topics most important for a beginning paralegal student. It is aimed primarily at mid-level courses, but is an excellent choice for an introductory course in any paralegal program. This text is unique from other introductory texts in two important ways. The first is that paralegal skills are taught in the context of a single fictional case, Smith v. Lemon Motors. Students learn the skills necessary to prepare the Smith case for trial in a step-by-step, easy to follow format. The second is in the substantive law and the legal ethics chapters where general rules and principles of law are illustrated with actual cases. These cases also provide an opportunity to develop the important skill of reading case law. ALSO AVAILABLE INSTRUCTOR SUPPLEMENTS CALL CUSTOMER SUPPORT TO ORDER Instructor's Manual, ISBN: 0-8273-8340-1

A completely updated and revised desk reference for paralegal professionals. Paralegals are the backbone of the legal business. The Paralegal's Handbook is a guide to the responsibilities and tasks a paralegal may be asked to undertake. In this comprehensive guide to the profession, expert authors Anita Haworth and Leslie Cox explain everything paralegals need to know to handle the job with accuracy and confidence. From ethics issues to a detailed analysis of all the tasks encountered in the various legal specialties, The Paralegal's Handbook provides invaluable advice and expertise to paralegal professionals. Haworth and Cox are experienced paralegals and provide explanations and details on the various areas of practice paralegals may choose including Family Law, Probate, Corporate Law, Intellectual Property, Real Estate, and Personal Injury Law. They cover everything from handling everyday tasks to reviewing facsimiles of legal documents. This Second Edition is fully updated and revised, with a new section on eDiscovery.

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