

Civil Litigation For Paralegals Wests Paralegal Series

Civil Litigation for Paralegals

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.

Introduction to Civil Litigation

Takes a task-oriented (competency-based) approach throughout, walking students through each state of pre-trial preparation and trial. Students draft documents based on a hypothetical law suit and can build an optional detailed systems manual containing forms, documents, and checklists. Thoroughly updated throughout to reflect the most recent changes in Federal Rules of Civil Procedure on Service of Process and Discovery.

Civil Law and Litigation for Paralegals

Clear, concise, and comprehensive coverage of the role of the paralegal in preparing for trial, the trial itself, and post-trial. This thorough revision includes a new chapter on evidence and many new practical illustrations, forms, pedagogy, and charts. Examples are expanded to include a variety of different states.

The Litigation Paralegal

\ "Introductory book for litigation for paralegals\" --

Introduction to Civil Litigation Cases and Reading (Florida)

How do attorneys and paralegals assess a case? How much is a case worth and how do I know? What are some differences between the pre-suit phase of a case and the litigation portion of a case? What task comes next in the litigation process? Can you tell me about some real-life experiences of a paralegal in a trial practice? What really happens to get a case ready for trial? The answers to these questions, in-depth and straight from inside the profession, are here! Follow two cases, from intake to trial, through the entire civil process and gain a broad-based, big-picture understanding of the work involved as a paralegal in a trial practice. From the author of Behind the Bar-Inside the Paralegal Profession, this second book in the innovative and popular Behind the Bar series adopts the same readable, novel-like style and is sure to teach paralegals how to assess and work on any civil case from intake to trial.

Fundamentals of Litigation for Paralegals

Civil Litigation is perfect for paralegals interested in the fundamentals of civil litigation. This revised edition offers the most comprehensive coverage of civil litigation available. The writing style makes it interesting and approachable, easily explaining even the most complex topics in civil litigation.

Civil Law & Litigation for Paralegals

A text offering the paralegal complete understanding of the litigation process from the time the client walks into the office through trial and post-judgment, including settlements and alternative forms of dispute resolution.

Behind the Bar

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

Civil Litigation for Paralegals

West's Paralegal Today: The Legal Team at Work, fourth edition, makes the paralegal field come alive for the student. It uses real-world examples, offering practical application of each concept discussed, and further enhances this focus with hands-on activities throughout. The text gives the student a thorough introduction to not only the legal system in general, but to specific areas of the law and the paralegal's integral role as a member of the legal team. The student gains a comprehensive understanding of the laws in our society, the importance of ethical and professional responsibility, and the skills needed to thrive in this environment. Technology features, including spotlights on how technology is changing litigation, legal research, and overall office management, convey the importance of developing strong skills in this area. Paralegal Profiles and Featured Guests bring a personal touch to the material - as students learn how professionals truly work in each area of the law and how each skill directly translates on-the-job. Ethical dilemmas challenge the students to further understand their professional duties and critical thinking questions provide an opportunity to sharpen their proficiency. In this way, paralegal students learn not only about the substantive areas of the law, but how to excel as a professional in each one.

Fundamentals of Litigation for Paralegals

Fundamentals of Litigation for Paralegals is a popular and widely-respected text that conveys

Introduction to Law for Paralegals

A handbook for paralegals, this book contains the forms, pleadings and instructions needed to successfully handle most types of litigation. Fawcett-Delesandri (herself a paralegal) provides model interrogatories, demand letters, sample motions, checklists and practice tips, as well as information on meeting with clients and witnesses, preparing exh

West's Paralegal Today

Based on the widely popular text, Fundamentals of Litigation for Paralegals, Fundamentals of California Litigation for Paralegals focuses on the rules in California, specifically, and the role of the paralegal in litigation. From the moment a client walks into the office, through trial and post-judgment (as well as settlements and alternative forms of resoluion), respected authors Maerowitz and Mauet cover the gamut of California litigation for paralegals with their signature approach.

Fundamentals of Litigation for Paralegals

This book serves as an aspiring paralegal's introduction to New York Civil Procedure. The author has coupled her decades of experience as a paralegal with her experience as an attorney and professor of law to produce a practical guide for paralegal students to succeed in the workforce.

Paralegal Litigation

Tort Law for Paralegals, Seventh Edition

Fundamentals of California Litigation for Paralegals

Civil Law & Litigation for Paralegals provides the student with an in-depth analysis of the 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. It not only teaches the basics of civil litigation, but also gives students the chance to build a skill set and create material for a portfolio that can be used for prospective employers. The Paralegal Supersite Site

A Paralegal's Guide to New York State Civil Procedure

This text is a comprehensive work that examines all facets of civil litigation. The text provides paralegal students with all of the information they will need to work with lawyers in civil litigation and more. Since civil litigation is directed and controlled by the Federal Rules of Civil Procedure, this text focuses on the Rules--explains those rules, how they operate, and how they apply to a paralegal's work. Paralegals who master the information in this book will be able to communicate effectively with lawyers about civil litigation matters. They should be able to initiate activity on behalf of the client and provide input, not just carry out directions.

Tort Law for Paralegals

This comprehensive text effectively ties together the operation of the rules of civil procedure, rules of evidence, and common law principles. It emphasizes the legal assistant's role in processes like discovery, trial preparation, alternative dispute resolution, and paralegal ethics. The Fourth Edition also provides a good reference to the many formats, letters, releases, time tables and other materials that litigation professionals deal with daily.

Civil Law & Litigation for Paralegals

Law school teaches the student about the law, but not about how to practice law. Other texts for paralegals may teach paralegals about the law, but they do not teach them how to perform the duties that they will be required to perform as professionals in the field, or give them the experience of producing work product as they would in a law office. This one does. It follows the California litigation process chronologically from the prelitigation issues and ethics, through pleadings, discovery, trial preparation, trial, appeals and writs. The text provides a fictitious case for students to use as a context to produce challenging work product at each stage of the case, and a sample deposition transcript. The Study Guide provides two more cases, and another deposition transcript. In addition to the chapter material, each chapter of the text poses discussion questions to highlight the concepts of the chapter, and online projects which require use of the internet as a resource, just as a paralegal would do in the litigation law office. They also provide exemplars of the workproduct and forms related to the chapter topic.

Paralegal's Litigation Handbook

This paralegal-specific introduction to family law provides current coverage of legal topics. The chapter format is designed to be practical and approachable offering students experience with real cases and exposure to forms and checklists they will use on the job. Edited cases provide real-world examples. The brief paperback format gives you flexibility in course organization and opportunities for supplemental readings tailored to your needs.

Iml Litig/Pract F/Lgl Asst

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

Litigation and Trial Practice for the Legal Assistant

This is the definitive civil litigation book for paralegals. It covers all phases of litigation from the initial client conference to enforcement of judgments. The authors objective is to make paralegals full members of the litigation team, so they understand what is happening and why. Paralegals should feel as though they are contributors, not merely assisting. Therefore, the emphasis is on judicial procedures and rules of law, not generic law office procedures. The book explains important concepts such as jurisdiction, legal duty, cause of action, proximate cause and damages. It explains how an action is commenced and prosecuted, including pleadings, motions, pretrial conferences and trials. It brings together important subjects such as investigation, discovery, and experts. It explains how attorneys go about preparing for trial beginning with development of a legal theory, conducting legal analysis of claims and defenses, and developing trial strategies. Special attention is given to federal and state courts rules of civil procedure, so paralegals can understand and apply them. As chapters unfold, the book gives readers the opportunity to apply their new knowledge to various aspects of a hypothetical case. This book will also serve as a reference work which most paralegals will keep in their libraries for years to come.

West's Paralegal Today

Coyne and Furi-Perry have created the essential how-to guide for trial preparation. Paralegals will master every stage of litigation, from initial client interviews to pulling together the trial notebook. The book begins with overviews of the litigation process and the evidence rules. Practical skills for interviewing, handling discovery, preparing exhibits, and more are then introduced and explained with examples. Finally, the book stresses the importance of communication and working well with attorneys, clients, courts, and others.

California Civil Litigation

This comprehensive text effectively ties together the operation of the rules of civil procedure, rules of evidence, and common law principles. It emphasizes the legal assistant's role in processes like discovery, trial preparation, alternative dispute resolution, and paralegal ethics. The Fourth Edition also provides a good reference to the many formats, letters, releases, time tables and other materials that litigation professionals deal with daily.

Litigation and Trial Practice for the Legal Paraprofessional

A brief, paperback version of West's Paralegal Today, a full-color introduction to the field of paralegalism stressing skills, ethics, teamwork, and professionalism. The Essentials condenses some coverage (ethics, ADR, Litigation, research and writing) and deletes some chapters (corporate law, criminal law, administrative law) for use in shorter courses.

Practical Guide to Family Law

The definitive text for new paralegal students, West's Paralegal Today provides the balanced coverage so many instructors demand. The extensive theoretical foundation is balanced with practical career information, coverage of substantive law, skill building activities, and the very latest in legal technology. All this is presented in full color with the carefully researched pedagogy shown to help the learning process for all kinds of students. A full range of paralegal topics is covered. In addition, a variety of student exercises is included so the instructor can customize student assignments to fit the requirements of his or her program. New to this edition is the coverage of environmental law, expansion of ethics and paralegal regulation, and computer-aided legal research. In addition, the text has been fully updated to reflect changes in law and trends in the paralegal profession. West's Paralegal Today reflects the excitement surrounding paralegal studies as we enter the new millenium. Modern, colorful, and visually attractive, this book brings the paralegal field to life. Students like the dynamic full-color photos and illustrations, as well as all of the real-world examples and high-interest features.

Civil Law and Litigation for Paralegals

Fundamentals of Litigation for Paralegals

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