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explanations of concepts such as scope of duty and foreseeability and a sample case synopsis for each topic The Empowered Paralegal Cause of Action Handbook provides a thorough examination of the nature of causes of action and their role in the legal process and concisely illustrates their effective utilization to achieve a successful outcome This book explains key concepts without getting mired in legalese and provides a clear roadmap for navigating a case from start to finish with particular emphasis on effective planning legal research investigation and a well prepared trial notebook The comprehensive overview of common causes of action defenses and legal doctrines is especially helpful and provides a readily accessible reference tool which I predict practitioners will turn to time and again I highly recommend this book to novice and experienced paralegals alike as it will empower them to be more effective members of the legal team and contribute to its success Elona M Jouben MPS Paralegal and Mentor Washington DC I only wish this had been available when I had to take my Civil Litigation course The content is well written easy to understand and I love the charts that help portray certain processes in visual form Denise Anderson Paralegal Minneapolis MN I was blown away by the level of content and the simplistic way in which you present it It explains the various parts of litigation which is rather complex in nature and then walked the reader through sample cases to get them to really understand analyze and think it through an excellent job covering a complex topic and making it manageable for the reader Jamie Collins Founder of The Paralegal Society Savvy Litigation Paralegal Legal Columnist Inspired Writer **Florida Civil Procedure and Litigation Guide for Paralegals** K. Jack Breiden,1994

Paralegals Quintin Johnstone,Martin Wenglinsky,1985-11-19 The authors present the first objective and carefully documented study of this new occupation and explore its development operations and future prospects as well as its significance for both the legal services delivery system and the consuming public Drawing on extensive field research involving both paralegals and lawyers the authors compare the different settings in which paralegals are employed and the characteristics of their training and organizations how they function on the job and what controls are maintained by the lawyers for whom they work The authors discuss bureaucratization of legal offices weighing the claims of efficiency against the need to maintain a professional standard in the delivery of legal services and trace the significance of both professionalism and bureaucracy in the evolution of the paralegal occupation Finally they look at present trends and the possible future role of paralegals offering recommendations on how to improve the utilization of paralegal services

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