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268 Essential Skills for Paralegals: Volume I §4.2 CIVILLIABILITYMATCHINGEXERCISE 1. h: Order An official command of the court 2. e: Hearing A proceeding, usually in court, at which the judge and both parties are present 3. f: Privilege The right to refuse to testify or to prevent someone else from testifying 4. a: Ex Parte Hearing An atypical hearing where only one party is

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This comprehensive, intelligent overview covers all the key concepts addressed in a typical introduction to paralegal studies course and teaches students the basic skills necessary to understand statutes and court cases. The carefully organized, accessible text combines an introduction to law and legal concepts with practical information about what paralegals actually do in the legal system. A critical thinking approach introduces students to the study of law, encouraging them to interact with the materials through hypotheticals, examples, and well-designed questions. Introduction to Paralegal Studies: A Critical Thinking Approach is divided into four parts, reflecting the progression of an introductory course: Part I: Paralegals and the American Legal System; Part II: Substance of the Law; Part III: Legal Analysis and Research; Part IV: Paralegals and the Work World. Strong pedagogy includes ethics alerts, marginal definitions, Internet references, and legal reasoning exercises throughout the book. An excellent ancillary package is available to instructors, with a comprehensive Manual, in-depth test bank, and PowerPoint slides. The Fifth Edition features new developments incorporated throughout the text. New web exercises as well as new and updated assignments bring the text up to the minute. The chapters on Statutory Law and Court Opinions have been edited for greater clarity and comprehension. Features: comprehensive, intelligent overview of all the key concepts covered in a typical introductory course combines legal concepts with practical information about what paralegals actually do critical thinking approach introduces students to the study of law encourages interaction through hypotheticals, examples, and well-designed questions divided into four parts, reflecting the course Part I: Paralegals and the American Legal System Part II: Substance of the Law Part III: Legal Analysis and Research Part IV: Paralegals and the Work World teaches basic skills necessary to understand statutes and court cases strong pedagogy and well-organized format ethics alerts marginal definitions Internet references legal reasoning exercises throughout the book excellent ancillary package comprehensive Instructor s Manual in-depth test bank PowerPoint slides Thoroughly updated, the revised Fifth Edition presents: new web exercises new developments incorporated throughout this edition new and updated assignments chapters on Statutory Law and Court Opinions edited for greater clarity and comprehension

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.

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Combining practical legal tips with an exhaustive review of the law in the United States, this comprehensive reference answers more than 1,200 questions ranging from Where did the word tort come from? and How are state court judges selected? to Where did the first U.S. Supreme Court meet? Useful advice includes how to find a lawyer, how to file a complaint against a lawyer, how to document discrimination in the workplace, and how to handle oneself in court. Interspersed throughout are fun sidebars highlighting important cases and explanations of legal terms as well as entertaining information on bizarre and frivolous lawsuits, including one where a prisoner in Colorado sued prison officials after he injured himself during an escape attempt. With a wide range of information suitable for various knowledge bases—from junior high to junior college—this is an ideal source for anyone looking to get a

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