

## Introduction To Law For Paralegals 4th Edition

Samborn and Yelin offer a modern, readable approach to effective legal writing with the fifth edition of *Basic Legal Writing for Paralegals*. The authors provide comprehensive coverage in an accessible format tailored to the needs of paralegal students. The practical approach emphasizes the role of the paralegal and how different types of legal writing are used in practice. The text begins with an overview of the legal system that provides clear context for the different types of writing covered in the text. Then, the authors give step-by-step instruction on the writing process, leading students through each stage of legal writing, from prewriting strategies to revising. The comprehensive coverage includes the IRAC method, how to synthesize cases and authorities, legal memoranda, persuasive writing, in-house and objective client documents, and letters, and the citation coverage has been updated to the 20th edition of the Bluebook and the 5th edition of the ALWD Guide to Legal Citation.

Balancing practice and theory, *Introduction to Law for Paralegals: A Critical Thinking Approach* offers a well-rounded introduction to law and the American legal system. Currier, Eimermann, and Campbell's thoughtfully revised seventh edition offers comprehensive coverage combined with interesting topics, timely cases, and effective pedagogy. Through hypotheticals, examples, and well-designed questions, the authors engage students in the process of critical thinking and analysis. New to the Seventh Edition: Updated with changes in the law, new NetNotes and Web Exercises, and additional Discussion Questions and Legal Reasoning Exercises New case excerpts on trademark issues and the constitutionality of the disparagement clause (Ch. 13); same-sex marriage, paternity, and custody disputes (Ch. 15); inducement to commit suicide (Ch. 16); and cell phone privacy (Ch. 17) Revised chapter on Ethics, including revisions to the ABA Rules of Professional Conduct, a discussion and comparison of rules of conduct and ethical rules, the addition of notary public law, and a new ethics alert regarding client confidentiality Discussion of defamation in the era of digital media and the Communication Decency Act of 1996, contemporary torts in the digital age, and reference to the "MeToo" movement in Chapter 11 on Torts New co-author, Marisa Campbell, brings her extensive experience in the paralegal field to the book Professors and students will benefit from: Clear and effective organization—the text is divided into three parts, reflecting the topics addressed in an introductory course: Part I, Paralegals and the American Legal System; Part II, Finding and Analyzing the Law; and Part III, Legal Ethics and Substantive Law A critical thinking approach that introduces students to the study of law, encouraging them to interact with the materials through discussion questions and legal reasoning exercises Text that is readable without talking down to students—the structure of chapters ensures that students understand and learn the material Comprehensive coverage of key legal concepts Effective and thoughtful pedagogy throughout, with chapter objectives, ethics alerts, marginal definitions, internet references, and review questions Helpful appendices, including Fundamentals of Good Writing and Basics of Citation Form

Written from a legal and institutional perspective, this text provides students with an overview of the American legal system. Broad coverage, flexible organization, and inclusion of up-to-date, teachable cases make *Introduction to Law* suitable for a variety of departments (business, political science, government and criminal justice departments, and paralegal and pre-law) and courses (Survey of Law, Introduction to Law and the Legal System, Law and Society, Legal Studies for Paralegals, and Legal Process). Expanded ethics coverage includes a chapter (devoted entirely to the topic) with icons highlighting interesting ethical dilemmas and an appendix discussing the ethical dimensions of case studies.

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

*Law Office Management for Paralegals, Fourth Edition* is a comprehensive introduction to law office management, emphasizing ethics, law office culture, law office systems, and

“soft skills,” such as communications and critical thinking. Assignments are drawn from real-world law office management situations and supported by innovative visual aids and learning tools. Students get hands-on practice with timekeeping, conflicts-checking, file management, trust accounting, business planning, correspondence, and much more. They are exposed to law office software, such as Clio, and learn to perform vital functions using other software and even freeware. Career profiles emphasize the importance of involvement in professional organizations, advancement in the legal field without obtaining a law degree, and that the legal profession is populated by men and women of all ages and backgrounds. New to the Fourth Edition: New ethical discussions: the obligation to keep up with current technology, disaster planning, and dealing with clients using crowdfunding. New technology discussions: artificial intelligence in legal practice, online notarization, client portals, and apps to make the practice of law more efficient and mobile. New discussions of law as a business: features of property insurance, malpractice insurance, insurance for and on employees; trends in office space. New soft skills discussions: dealing with incivility in the legal profession, managing staff through technology changes. Professors and students will benefit from: Author Laurel A. Vietzen’s outstanding reputation in the paralegal market. Drawing on her extensive background as a professor and practitioner, she clearly presents basic law office management and organization. Well-crafted assignments throughout the text help students hone practical skills such as critical thinking, organization, general communication, and computer proficiency. The text is particularly adaptable for an online or hybrid class.

Here is broad coverage of all the key topics in tort law that paralegals need to know, written in an engaging style with plenty of examples and illustrations. With an understanding of how law firms function in the real world, students develop practical skills--assessing cases for settlement value, investigating claims, billing hours, evaluating insurance policies, and more. One hypothetical case runs through Tort Law for Paralegals, providing a coherent framework for illustrating a multitude of topics. Forms and court documents relevant to this case are included in the appendix. A well-developed pedagogy features chapter objectives; "Issue at a Glance" boxes that summarize important legal concepts; marginal definitions; a wealth of figures, tables, and diagrams; Key Terms, Review Questions, and "Applying What You Have Learned" exercises; case excerpts; and features that prepare students for their jobs such as "Skills You Need in the Real World", "Life of a Paralegal", and a list of Web sites for gathering more information. Ethical issues are highlighted, with a separate section on ethics at the end of each chapter.

Basic Contract Law for Paralegals is a clear, comprehensive, and straightforward introduction to all of the basics of contract law, specifically designed for paralegal students. Lively examples and well-crafted pedagogy cover all key topics in a contracts course—from offer, acceptance, and consideration, to discharge of obligations, and remedies. An appendix of twelve sample contracts provides a useful ongoing reference tool for paralegals working with contracts. Features: Comprehensive coverage of all the key topics. A culminating chapter walks students through the process of drafting a simple contract. Clearly written text and lively examples help students understand the law. Well-crafted pedagogy includes chapter overviews, highlighted examples, key terms, review questions, sample clauses for analysis, edited cases, chapter summaries, and end-of-chapter exercises Manageable length makes this book ideal for shorter courses. New cases provide up-to-date coverage of: Express and implied contracts and promissory estoppel Bilateral and unilateral contracts The mirror image rule and acceptance Consideration Implied-in-fact conditions and conditions precedent Third party beneficiaries Anticipatory repudiation and how to measure damages.

Introduction to Paralegalism: Perspectives, Problems, and Skills, 6E, provides students with a comprehensive in-depth introduction to the field. As the market leader, this text boasts a wealth of information on updated legislation and the impacting use of paralegals. New to this edition is the inclusion of pertinent web site information related to chapter content, assignments that require students to do additional research on the web, updated exhibits that illustrate key concepts, and extensive information on paralegal career development and job opportunities. Also new to this edition is the coverage of changes in paralegal regulation, statistics and updates to case law. Packed with real life insights and information on trends in the profession, the text contains the following features: Chapter Outlines, Assignments, Examples, Checklists, Chapter Summaries, Key Terms, and “On the Net” – an end of chapter feature that provides students with innumerable web site addresses to conduct additional research on the internet. This text is an invaluable resource for any student seeking a practical approach to the study of the paralegal profession.

Instructors will appreciate the skillful presentation of this exciting new text: - the first half of the book captures student attention by addressing practical applications, such as legal research, trials, and appellate issues; the second half explores substantive legal issues ranging from personal injury and contracts to intellectual property - clear, engaging writing highlights the positive aspects of the legal profession and communicates the author's enthusiasm for the legal field - the text emphasizes practical skill acquisition in conjunction with substantive legal issues - excellent end-of-chapter activities, such as chapter summaries, review questions, discussion questions, web references, ethics discussions, suggestions for further reading, sample documents, and "personality quizzes" that help students determine which area of the law is most appropriate for them - shorter length and appropriate level of material make the text ideal for paralegal courses - strong ancillary package includes an Instructor's Manual with sample syllabi for courses of different lengths, additional questions and practice exercises, and suggestions for designing online courses and a comprehensive test bank (also available on CD-ROM); and PowerPoint slides This text is uniquely reader-friendly: - the author defines key terms and phrases on the spot - inset boxes explore important concepts - special chapter features such as "Skills You Need in the Real World" and "Issues at a Glance" encapsulate important topics - numerous examples, figures, tables, and hypotheticals reinforce understanding and appeal to different learning styles

Comprehensive, intelligent overview of all the key concepts covered in a typical introduction to law course. Divided into three parts, reflecting the topics addressed in an introductory course: Part I, Paralegals and the American Legal System; Part II, Finding and Analyzing the Law and Part III, Legal Ethics and Substantive Law. A critical thinking approach is used to introduce students to the study of law, encouraging students to interact with the materials through hypotheticals, examples, and well-designed questions. Key Features of the New Edition: Comprehensive coverage of key legal concepts Hypotheticals, questions, and exercises that engage students in critical thinking A logical three-part organization Student-friendly skill development for basic statutory and case analysis Ethics Alerts, marginal definitions, Internet references, and legal reasoning exercises Appendices on writing style , legal research, citation, the U.S. Constitution, and additional Net Notes New edition includes many new Discussion Questions and Legal Reasoning Exercises Chapter Objectives and short hypotheticals to start each chapter added to this edition New coverage includes: the Boston Marathon bombing case, the Affordable Care Act, and trademark issues involving the Washington Redskins , e-filing and e-discovery, discussion of same-sex marriage and custody disputes over pre-embryos, and crimes of unauthorized access of computer data and warrantless searches of cell phones

Introduction to Paralegal Studies: A Critical Thinking Approach frames concepts and practice within the authors' trademark design for learning that fosters critical thinking and analysis. This comprehensive, intelligent text offers an introduction to law and legal concepts combined with practical information about what paralegals actually do in the legal system. A critical thinking approach is used to introduce students to the study of law, encouraging them to interact with the materials through hypotheticals, examples, and discussion questions. New to the Seventh Edition: Several organizational changes make the book even easier to use: Criminal Law and Procedure was split into two chapter. This change made the chapters more manageable for students to read and understand. The authors made it easier to compare and contrast Criminal Law and Criminal Procedure with Civil Litigation and Torts by grouping these chapters together. This also provides a more natural flow to the topics that follow in the chapter on Specialized Practice Areas. Thorough updates throughout with new and expanded topics and discussions of recent court decisions. Includes changes that have occurred in the legal profession due to COVID-19. New Legal Reasoning exercises, Discussion Questions, Review Questions, and updated the Web Exercises. Enhanced section on executive power Updated to cover the 21st edition of The Bluebook (published July, 2020.) Professors and student will benefit from: Comprehensive coverage of all the key topics typically included in the introductory course, in four parts: 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. Critical thinking approach teaches students not only the facts about the law, but also how to apply it. Pedagogy includes ethics alerts, marginal definitions, reasoning exercises, hypotheticals, and examples. Coverage of specialized practice areas such as business, employment, immigration, real estate, and family law. Paralegal profiles provide context and real-world perspective. Well-written, teachable book with comprehensive coverage and thoughtful pedagogy. Text is readable without talking down to students. Structure of chapters ensures that students understand and learn the material. Author team brings a wealth of experience to the book. Strong ancillary materials enhance the book's carefully crafted content.

Introduction to Law for Paralegals covers not only the theory but also the practical aspects of every day legal practice. This text prepares students for the transition from classroom to courtroom, offering balanced coverage of procedural concepts along with an introduction to specific areas of the law. Features: devotion to practical applications, such as legal research, ethics, trials, and appellate issues as well as substantive legal issues, ranging from personal injury and contracts to intellectual property clear, engaging writing style emphasis on practical skill acquisition which is discussed in conjunction with substantive legal issues reader-friendly design, with marginal definitions of key terms and phrases, inset boxes that explore various concepts, and chapter features such as "Skills You Need in the Real World" and "Issues at a Glance" that encapsulate important concepts. The text also includes numerous examples, figures, tables and hypotheticals to help students understand various legal issues and make effective use of different student learning styles excellent end-of-chapter activities, with chapter summaries, review questions, discussion questions, web references, ethics discussions, suggestions for further reading, sample documents, and "personality quizzes" that help students determine what area of the law is right for them shorter length and level of material makes this text the perfect choice for Associate's level paralegal courses New to the Second Edition: new developments and new case law more in-depth coverage of substantive law areas more coverage of computer technology in the law office

Now in its Fourth 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 Fourth Edition: Coverage of agency Streamlined coverage of legal research and writing Updated cases Discussion of current technology and its use in legal practice End-of-chapter exercises and practice questions for test review help students master the material 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

Practical Contract Law for Paralegals: An Activities-Based Approach is a comprehensive, practical introduction to environmental law written exclusively for paralegal students. The concise, well-written text focuses on a broad understanding of the sources of environmental law and offers students numerous practical exercises as well as concrete methods for researching the law. It also includes methods for conducting due diligence in real estate transactions, a real-world concern of paralegals and a topic ignored by other textbooks. The Second Edition offers thoroughly updated exercises, websites, government forms and laws, and includes a new chapter on mining law. Features of Practical Contract Law for Paralegals: An Activities-Based Approach: Accessible, practical approach to environmental law, specifically designed for the paralegal student. Comprehensive coverage includes the basics of the judicial concepts, policies, agencies and institutions that shape environmental law A brief overview of legal research and how it applies to environmental law. Intuitive organization starts with the implementation and sources of Environmental Law and moves on to specific statutes. Emphasis on conducting due diligence in real estate transactions, a real-world concern of paralegals and a topic no other book addresses. Engaging hands-on assignments, exercises and website resources teach students how to research local laws and access vital information. Strong pedagogical features reinforce the material, including crossword puzzles, key terms, review questions, and practice exercises. Features employment opportunities and ethical issues Thoroughly updated, the revised Second Edition includes: New chapter on mining law. Thoroughly updated exercises, government forms, laws, and websites.

Apply important legal concepts and skills you need to succeed Get educated, land a job, and start making money now! Want a new career as a paralegal but don't know where to start? Relax! Paralegal Career For Dummies is the practical, hands-on guide to all the basics -- from getting certified to landing a job and getting ahead. Inside, you'll find all the tools you need to succeed, including a CD packed with sample memos, forms, letters, and more! Discover how to \* Secure your ideal paralegal position \* Pick the right area of the law for you \* Prepare documents for litigation \* Conduct legal research \* Manage a typical law office Sample resumes, letters, forms, legal documents, and links to online legal resources. Please see the CD-ROM appendix for details and complete system requirements.

The United Nations estimates that four billion people worldwide live outside the protection of the law. These people can be driven from their land, intimidated by violence, and excluded from society. This book is about community paralegals - sometimes called barefoot lawyers - who demystify law and empower people to advocate for themselves. These paralegals date back to 1950s South Africa and are active today in many countries, but their role has largely been ignored by researchers. Community Paralegals and the Pursuit of Justice is the first book on the subject. Focusing on paralegal movements in six countries, Vivek Maru, Varun Gauri, and their coauthors have collected rich, vivid stories of paralegals helping people to take on injustice, from domestic violence to unlawful mining to denial of wages. From these stories emerges evidence of what works and how. The insights in the book will be of immense value in the global fight for universal justice. This title is also available as Open Access.

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

For courses in contract law for paralegals. A hands-on guide to contract development Contract Law for Paralegals introduces future paralegals to all facets of contract preparation, including ethical, practical, and professional issues. Updated for current case law, the text combines a strong foundation in essential principles with actionable insight into researching, creating, and interpreting contracts. Along the way, students practice drafting contracts for equipment, real estate, and business sales, while completing critical thinking assignments involving attorney briefings and legal cases. The 3rd edition includes new and revised contract examples, contract law cases, and exercises that build skills, provide drafting practice, and generate samples for a paralegal portfolio.

With trademark insight and clarity, author Jeffrey A. Helewitz presents a vivid picture of the role of the paralegal in complex real estate transactions. Always timely and accessible, the Fifth Edition of Basic Real Estate and Property Law for Paralegals puts a firm grasp of both theory and practice well within a student's reach. A thorough yet manageable introduction to Real Estate and Property Law, featuring: Broad coverage that includes estates in land and future interests, titles, land use, conveyancing, closing procedures, condos, co-ops, commercial property, and landlord-tenant law Helpful examples that illustrate the role of the paralegal in practice Key terms, Practical Tips, Ethical Points, and Chapter Summaries A final chapter on personal property that introduces students to the essential concepts of tangible and intangible property Edited cases in each chapter that give students practice reading and analyzing case decisions Sample legal forms in each chapter that expose students to legal documents on a variety of topics Extensive practice and review features, such as end-of-chapter review points, exercises, activities, and situational analyses Updated throughout, the Fifth Edition provides: The latest developments on the law surrounding same-sex marriages New cases Updated forms Additional case analyses in every chapter

For courses in Paralegal (Introduction), Legal Concepts for Paralegals. Written by an award-winning author team, The Paralegal Professional: Essentials Version, 3e provides a solid foundation in concept knowledge and analytical skills. Using chapter opening vignettes, ethical perspectives, advice from the field, and chapter exercises, it develops real-world skills needed to be successful in a paralegal career. This edition features new video case studies and Paralegals in Practice boxes that bring the world of the paralegal closer to the classroom. Its continued emphasis on technology and ethics shows what it means to be a professional in the field.

Written by a respected and well-known author team, this new text offers a comprehensive, intelligent overview of all the key concepts paralegals need to know, As it provides a wealth of information in an accessible, well-organized format. The talent and experience of these authors serves to enrich the text, and results in a book that is not just a compendium of facts, but rather a thoughtful discussion that teaches students how to use and analyze what they have learned. The book's outstanding pedagogy not only makes it easy to teach For The instructor, but also makes it interesting For The students. The text features: thoughtful charts and other graphics, discussion questions, hypothetical cases presented as examples at the beginning of chapters and referred to throughout the chapter, legal reasoning exercises,

review questions, definitions in the margins of the text, ethics alerts and practice tips in boxes throughout, well-edited cases, and a comprehensive glossary. Part I: Paralegals And The American Legal System gives an overview of the basics of legal study and a separate chapter on the Role of the Paralegal before moving on to Sources of Law and Classifications of Law (State v. Federal, Criminal v. Civil, Substantive v. Procedural), The Structure of the Legal System, and an overview of the Litigation Process (including administrative law and ADR). Part II: Finding and Analyzing the Law takes students step-by-step through the process of analyzing and applying the law to facts. Two chapters show how to find and analyze statutory law and case law, and a complete chapter on the basics of legal research is included. This part concludes with a chapter on applying logically what the student has learned through research. Part III: Legal Ethics and Substantive Law provides an overview of the key substantive areas of the law, and includes chapters on Ethics, Torts, Contracts, Property & Real Estate, Laws Affecting Business (Business Organizations, Commercial Law, and Employment Law), Family Law, and Criminal Law & Procedure. All of the chapters use well-edited cases to illustrate key concepts and give students practice in reading court opinions.

This book is exceptional in the sense that it provides an introduction to law in general rather than the law of one specific jurisdiction, and it presents a unique way of looking at legal education. It is crucial for lawyers to be aware of the different ways in which societal problems can be solved and to be able to discuss the advantages and disadvantages of different legal solutions. In this respect, being a lawyer involves being able to reason like a lawyer, even more than having detailed knowledge of particular sets of rules. Introduction to Law reflects this view by focusing on the functions of rules and on ways of arguing the relative qualities of alternative legal solutions. Where 'positive' law is discussed, the emphasis is on the legal questions that must be addressed by a field of law and on the different solutions which have been adopted by, for instance, the common law and civil law tradition. The law of specific jurisdictions is discussed to illustrate possible answers to questions such as when the existence of a valid contract is assumed.

The Fourth Edition of An Introduction to the American Legal System provides both historical context and thoroughly up-to-date coverage of all aspects of American law and the legal system. Vivid examples, on-point case summaries, and hot-button issues make this text an obvious choice for paralegal, criminal justice, political science, or legal studies courses. Key New Features Cases in Point that concisely illustrate how the law applies in the real world Questions for discussion in every chapter that point to high-interest issues for debate Discussions of recent U.S. Supreme Court decisions such as the Obamacare decisions, the Defense of Marriage Act decision, and key rulings on recess appointments and First Amendment Rights Contemporary topical coverage, such as the national security legislation and whistleblowers Updated discussions of justifiable use of force, intellectual property, abortion rights, capital punishment, and affirmative action A well-crafted design that includes learning objectives and chapter outlines A convenient Glossary of Legal Terms and The Constitution of the United States of America in the Appendices

Master the hands-on skills you'll need to succeed in a modern law office with INTRODUCTION TO PARALEGALISM, 8e. Ten critical skills are covered in the book: identifying legal issues, breaking rules into elements, applying rules to facts interviewing clients, investigating facts, digesting discovery documents, providing litigation assistance, researching the law, drafting documents, and representing clients at administrative agencies where authorized by law. Packed with real-life insights and real-world examples, the text helps you understand the ethical guidelines that lawyers and paralegals must follow and covers the efforts underway to regulate the profession in legislatures, courts, bar associations, and paralegal associations. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Succeed in your course and your career as a paralegal with PARALEGAL TODAY: THE LEGAL TEAM AT WORK. This updated Seventh Edition shows you how current technology and social media tools are used in practice, while helping you develop an understanding of the laws in our society, the importance of ethical and professional responsibility, and the skills needed to thrive in today's legal environment. Real-world examples, practical applications, ethical dilemmas, hands-on assignments, and an entire chapter on paralegal careers (with salary information) prepare you to meet the challenges of today's paralegal working environment. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Hames and Ekern's Introduction to Law , 4/e will teach students the basic legal concepts related to substantive and procedural law, introduces them to cases, statutes, and the constitution, and develops their legal vocabulary and analytical skills. A new chapter on constitutional law, expanded coverage of employment and environmental law, and information on technology makes this an excellent resource for any Introduction to Law course for all disciplines of study including pre-law, legal studies, and business programs. Using this text, your students will learn how to develop their own critical-thinking skills, read high-interest cases, expand their legal vocabulary and discuss case law and issues impacting today's legal system.

This text for the paralegal course emphasizes personal injury and medical information useful in litigating torts cases. The text has two in-depth chapters on litigation before and during trial. It provides paralegal students with the foundational information on torts and teaches them how to apply the skills they will need when working as personal injury paralegals. The text features teachable and comprehensive coverage, beginning with an introduction to the concept of torts and then moving into each element of negligence. The book then tackles medical malpractice as a type of negligence. Intentional torts are covered next, followed by a chapter on workers' compensation. The book concludes with chapters on how to discover medical records, tort discovery, and litigation. An introduction to medicine is provided as an appendix. A special emphasis is given to medical information specifically related to personal injury, including a guide on how to obtain medical records and how to understand those records.

The latest edition of The Study of Law: A Critical Thinking Approach offers a comprehensive, intelligent overview of all the key concepts covered in a typical introduction to law course. A critical thinking approach is used to introduce students to the study of law, encouraging students to interact with the materials through hypotheticals, examples, and well-designed questions. The text is divided into two parts, reflecting the topics addressed in an introductory course. Part I, Introduction to the Legal System, introduces students to the sources and classification of law, the structure of the court system, and an overview of litigation. Part II: Basic Legal Concepts, covers the basics of analysis and interpretation of the law, followed by chapters on substantive law. Key Features of the New Edition: Teaches students the basic skills necessary to understand statutes and court cases Strong pedagogy reinforces well-written text presented in an accessible and well-organized format Edited cases are included in every chapter to teach students how to read and analyze

the law New coverage includes: the Boston Marathon bombing case, the Affordable Care Act, and trademark issues involving the Washington Redskins , e-filing and e-discovery, discussion of same-sex marriage and custody disputes over pre-embryos, and crimes of unauthorized access of computer data and warrantless searches of cell phones Using actual examples from practice, Criminal Law and Procedure for the Paralegal, Third Edition, teaches students about the real-world experience of the paralegal, with coverage of local, state, and federal criminal cases. Working with the various types of cases presented in this book familiarizes students with the role of the paralegal in the process of investigation, prosecution, and defense, in criminal cases. Edward Carter's successful building-block approach explains the basic elements of all criminal offenses and how those elements are used to define crimes. New to the Third Edition: Updated throughout, with deeper examination of certain subjects and new material reflecting the evolution of certain areas of the law in response to technology. New case cites throughout, with discussion of Carpenter v. United States, Madison v. Alabama, and Timbs v. Indiana decisions. Expanded discussion of universal jurisdiction in Chapter 6. New section on searches of electronically stored information In Chapter 16. Examines the two different views courts have developed about how the rules relating to overbreadth and particularity should be applied to searches of electronically stored information, discusses the Stored Communications Act of 1986 and the 2018 amendment to the Act relating to search warrants for stored communications of "U.S. persons," and contains a discussion of the application of the plain view rule to searches of electronically stored information. Expanded discussion of the cruel and unusual punishment clause of the Eighth Amendment in Chapter 21 now covers when that clause prohibits the execution of a person who becomes incompetent after being sentenced to death, along with consideration of the application of the excessive fines clause to civil forfeitures. Professors and students will benefit from: A sensible, four-part organization: Introduction to the criminal justice system Distinction between criminal law and criminal procedure Criminal law Criminal procedure Clear explanations of the basic elements of all criminal offenses, including an accessible, systematic approach to analyzing the legal nature of any criminal offense. Edited cases that illustrate key concepts. Eye on Ethics and Historical Perspective sidebars. Helpful pedagogy, including chapter objectives, definitions in the margins, and review questions. An integrated treatment of white-collar crime. Broad coverage of a wide range of criminal investigations, from police investigations to administrative and grand jury investigations.

Complete introduction to real estate and property law, designed with the paralegal student in mind. This straightforward, student-friendly text lays out the basic foundations of the law, accompanied by real world examples. The author provides a solid foundation the basics of real estate law, including the practicalities of daily legal work. 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. Well-structured pedagogy reinforces this readable text. Each chapter features a variety of effective learning aids, including forms, edited cases, and a wealth of exercises for mastering the material and building practical paralegal skills. The revised Fifth Edition is thoroughly updated with changes in the law. Key Features: Updated procedures and documentation for real estate closings Current forms throughout the text Recent cases that signal changes in the law Fresh coverage of technology as used in the office, such as cloud computing, Adobe Acrobat and PDFs, Speech Recognition Software, and Electronic Billing

Introduction to Law for Paralegals A Critical Thinking Approach Aspen Publishers

Previous ed. has sub-title: Concepts and applications.

Basic Administrative Law for Paralegals is a definitive coursebook in paralegal studies, with thorough topical coverage and an accessible, easy-to-use electronic workbook that keeps students engaged. The Fifth Edition includes a new section on the Nuclear Regulatory Commission and a new discussion of the paralegal job market. Sections on the Social Security Administration and the Labor department have been updated to address United State's economic crises. The electronic workbook exercises have been updated, as have government forms, along with a current list of pertinent URLs for speedier Internet access to supplement research projects. Features: Complete, up-to-date introduction to administrative law, written exclusively for paralegal students. Accessible text with lively, timely examples. Focus on paralegal skills and careers. Final chapter on public- and private-sector career opportunities. Comprehensive coverage of all aspects of administrative agencies, rules and regulations, clients' rights, and informal and formal proceedings. Extensive pedagogy, including chapter summaries, key terms, review questions and examples. Electronic workbook focuses on Internet access and exercises. URLs assist students in accessing online government records, including the Federal Register. Thoroughly updated, the revised Fifth Edition includes: New section on Nuclear Regulatory Commission. New discussion of the paralegal job market. Practice-ready skills at the end of each chapter. Updated government forms. Updated electronic workbook exercises.

A clear, well-organized text for the introductory legal research and writing course, designed specifically for paralegal students.

Innovative and engaging, this textbook is written for the student who is just starting a paralegal degree program. It provides simple and concise explanations of legal concepts and topics, encouraging students to develop critical thinking skills by applying the legal principles to numerous problems and exercises contained in each chapter. This book introduces students to the major substantive areas of law that will be covered in depth in subsequent courses. The Paralegal Supersite Site

This complete introduction to law places emphasis on ethics and international issues, showing readers how to engage in ethical, analytical reasoning with every topic from legal fundamentals to areas of substantive law. The features of this book encourage readers to apply critical thinking, organizational and summation skills, and legal research tools to solve specific legal problems. KEY TOPICS: The American court system, criminal law and ethics, contracts and E-Commerce, family law, real and personal property, agency,

employment, and equal opportunity law, intellectual property and internet law, and administrative law, consumer, investor, and environmental protection. MARKET: For paralegals, legal assistants, lawyers, and all legal professionals.

Specifically designed and written for paralegal students, Basic Labor and Employment Law for Paralegals covers all of the essential elements of its subject in depth. With a logical three-part organization, and supported by dynamic pedagogy, you will find this concise paperback highly teachable and an asset to your students' classroom experience. Basic Labor and Employment Law for Paralegals features : complete coverage of basic Labor and Employment Law in the United States , developed for paralegal students manageable three-part organization : Part I. Introduction to Labor and Employment Law traces the historical development of labor and employment law in America and explores the nature of the employment relationship Part II. Labor-Management Relations in the Union Setting looks at how American labor law regulates labor-management relations, methods of selecting collective bargaining representatives, unfair labor practices by employers and unions, economic weapons in labor disputes, And The formation and administration of labor contracts Part III. Employment Discrimination treats various forms of employment discrimination in American law And The methods and procedures for pursuing employment discrimination claims dynamic pedagogy in every chapter, including: marginal definitions fact scenarios that illustrate the concepts covered in the text, accompanied by fact-analysis questions discussion questions and exercises that give students practice applying new concepts case excerpts that encourage case analysis a detailed Instructor's Manual that includes the following elements in each chapter: additional fact scenarios, case excerpts, and readings quiz and exam questions more discussion questions and exercises suggested writing assignments If you expect timely, thorough coverage and complete teaching support, you'll want to take note of Basic Labor and Employment Law for Paralegals, specifically for your paralegal students.

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

[Copyright: 245f6a19b03a7e946f579fa90daa4713](#)