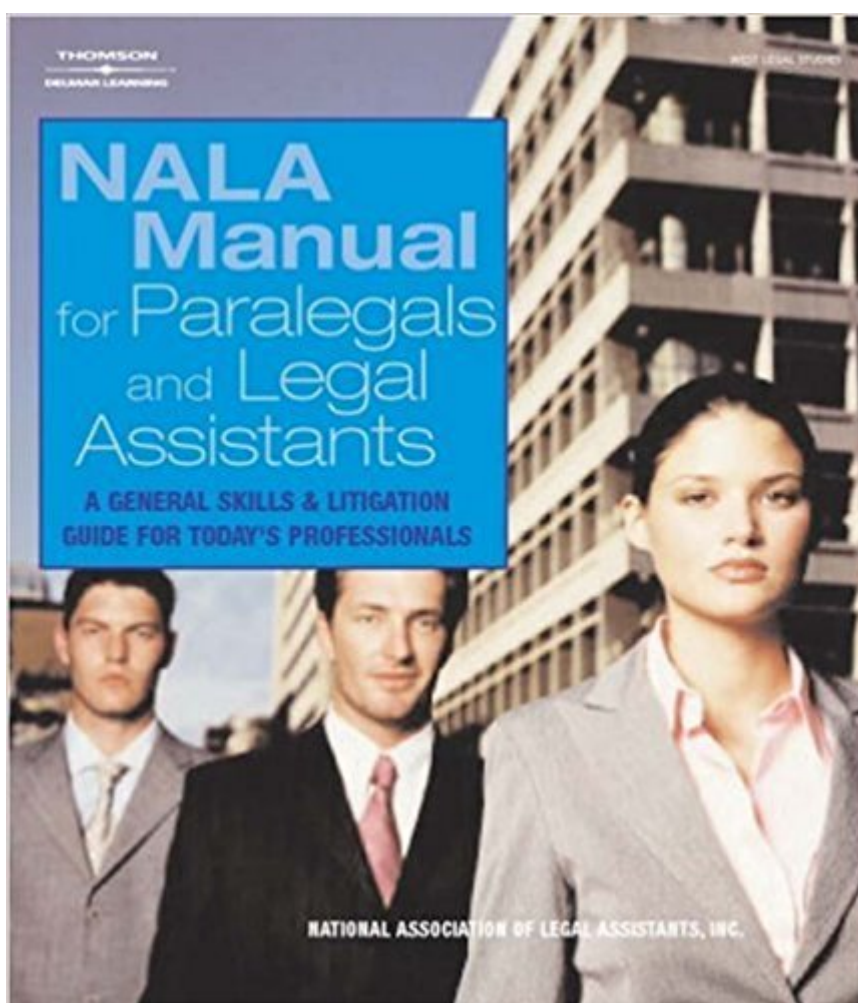


The book was found

NALA Manual For Paralegal And Legal Assistants: A General Skills & Litigation Guide For Today's Professionals



Synopsis

The NALA Manual for Paralegals and Legal Assistants: A General Skills & Litigation Guide for Today's Professionals Fourth Edition (previously titled "The NALA Manual for Legal Assistants") is designed to serve as a quick reference guide for working legal assistants, to be used by schools as a textbook for intro courses and reference material, and to assist legal assistants preparing to take the Certified Legal Assistant examination. It is a collection of proven techniques and procedures used by paralegals nationwide. The techniques described are examples of successful solutions to actual assignments accomplished by working legal assistants. They may be used as starting points from which changes, adaptations, and modifications may be made by legal assistants in similar situations.

Book Information

Hardcover: 432 pages

Publisher: Delmar Cengage Learning; 4 edition (October 21, 2004)

Language: English

ISBN-10: 1401883427

ISBN-13: 978-1401883423

Product Dimensions: 0.8 x 8 x 9.2 inches

Shipping Weight: 2 pounds

Average Customer Review: 5.0 out of 5 stars 2 customer reviews

Best Sellers Rank: #1,026,700 in Books (See Top 100 in Books) #97 in Books > Law > Law Practice > Law Office Education #278 in Books > Textbooks > Law > Legal Reference #408 in Books > Law > Law Practice > Paralegals & Paralegalism

Customer Reviews

This unique resource will provide any Legal Assistant with the information they need to be successful in their career.

NALA (National Association of Legal Assistants) is a professional association for legal assistants which was incorporated in 1975. By the 1990's NALA had grown to represent over eighteen thousand legal assistants through its individual members, affiliated state and local associations and certified legal assistants.

Let's be honest, not much has really changed since this edition, for \$49 versus edition 5 at \$236...

can you guess which one I went with. Arrived in awesome shape.

I love this book

[Download to continue reading...](#)

NALA Manual for Paralegal and Legal Assistants: A General Skills & Litigation Guide for Today's Professionals
NALA Manual for Paralegals and Legal Assistants
NALA Manual for Legal Assistants
The Litigation Paralegal: A Systems Approach, 5E (West Legal Studies (Hardcover))
Paralegal Today: The Legal Team at Work (West Legal Studies Series)
Ace General Chemistry I and II (The EASY Guide to Ace General Chemistry I and II): General Chemistry Study Guide, General Chemistry Review
Paralegal Discovery: Procedures and Forms (Paralegal Law Library)
Ethical and Legal Issues for Imaging Professionals, 2e (Towsley-Cook, Ethical and Legal Issues for Imaging Professionals)
Introduction to Paralegal Studies: A Critical Thinking Approach (Aspen Paralegal)
Civil Law & Litigation for Paralegals (McGraw-Hill Business Careers Paralegal Titles)
Civil Procedure & Litigation: A Practical Approach (Paralegal)
Fundamentals of Litigation for Paralegals (Aspen Paralegal) (Aspen College)
The Litigation Paralegal: A Systems Approach (Textbook & Workbook) 5th (fifth) edition
Paralegal Today: The Legal Team at Work
Mosby's Essentials for Nursing Assistants (Sorrentino, Mosby's Essentials for Nursing Assistants) 4th (fourth) edition
The ARRL General Class License Manual (Arrl General Class License Manual for the Radio Amateur)
General Class License Manual (Arrl General Class License Manual for the Radio Amateur)
I Sing the Law
Electric: Computer Source Manual for Legal Assistants
Clinical Anesthesia Procedures of the Massachusetts General Hospital: Department of Anesthesia, Critical Care and Pain Medicine, Massachusetts General ... of the Massachusetts General Hospital)
The Redbook: A Manual on Legal Style, 3d: A Manual on Legal Style (American Casebook Series)

[Contact Us](#)

[DMCA](#)

[Privacy](#)

[FAQ & Help](#)