

Table of Contents

Section I: Defining the Economic Model of Legal Assistants

Chapter 1

The Practice of Law in the 1990's and Beyond - Arthur G. Greene

Chapter 2

Expanding the Role of the Legal Assistant: Why Do It? - Arthur G. Greene and Kathleen Williams-Fortin

Chapter 3

Expanding the Role of the Legal Assistant: How Do You Make It Work? - Arthur G. Greene and Kathleen Williams-Fortin

Chapter 4

Recruiting Legal Assistants - Arthur R. Littleton

Chapter 5

The Legal Assistant as Career Employee - D. Jeffrey Campbell

Chapter 6

Productive Use of Legal Assistants, or How I Became a True Believer - Arthur R. Littleton

Chapter 7

An Emerging Model: Legal Assistant as Colleague - John T. Broderick, Jr.

Section II: Practicing with Legal Assistants

Chapter 8

Trial Practice: The Small and Medium-Sized Case - Kathleen Williams-Fortin

Chapter 9

Trial Practice: The Large Case - Roberta D. Liebenberg, Benjamin J. Naitove, Diana B. Lindy

Chapter 10

Trial Practice: Multijurisdictional Toxic Tort Litigation - D. Jeffrey Campbell

Chapter 11

Appellate Practice - Paul G. Ulrich

Chapter 12

Domestic Relations - Neil A. Fredman

Chapter 13

Real Estate Practice - Karen K. Johnson

Chapter 14

Zoning and Land Use - Timothy Jones and Kenneth E. Griffith

Chapter 15

Estate Planning - Lyle L. Simpson and D. Scott Simpson

Chapter 16

Probate - Robert S. Mucklestone and Alicia Z. Ramos

Chapter 17

Corporate Law - Marilyn D. Adelman

Chapter 18

Use of Legal Assistants in Tax Practice - Robert H. Louis

Chapter 19

Bankruptcy Practice - Deborah Z. Elkins, Sheila M. Reinhardt, and Barbara L. Rogers

Chapter 20

Labor and Employment Law - Robert F. Prorok and Pamela J. Bailey

Chapter 21

Environmental Law Practice - Edward A. Hogan

Chapter 22

Criminal Law - Mary Ann Palmer

Chapter 23

Working with the Solo Practitioner - Susan D. Kligerman

Chapter 24

The Freelance Legal Assistant - Sid Blum