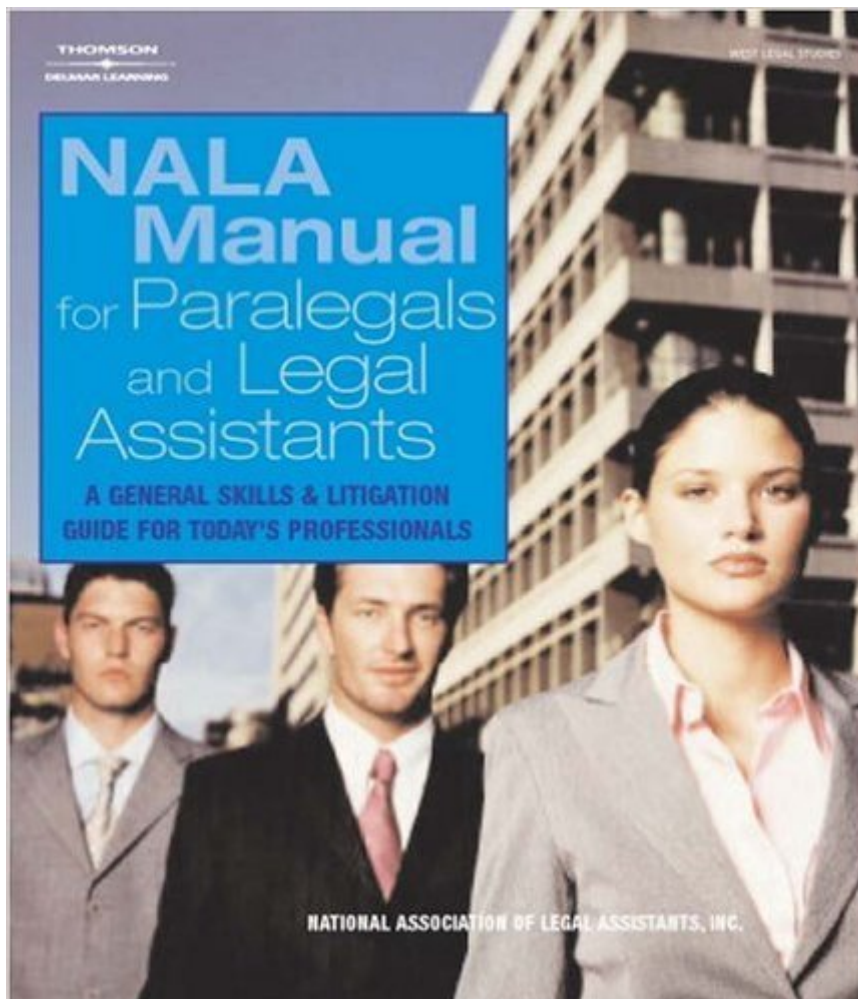


The book was found

# 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 [See all reviews](#) (2 customer reviews)

Best Sellers Rank: #1,431,599 in Books (See Top 100 in Books) #127 in [Books > Law > Law Practice > Law Office Education](#) #402 in [Books > Textbooks > Law > Legal Reference](#) #443 in [Books > Law > Law Practice > Paralegals & Paralegalism](#)

## Customer Reviews

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  
Paralegal Today: The Legal Team at Work (West Legal Studies Series)  
How to Become a

Paralegal: Learn How You Can Quickly & Easily Be a Paralegal The Right Way Even If You're a Beginner, This New & Simple to Follow Guide Teaches You How Without Failing 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) Ace General Chemistry I: The EASY Guide to Ace General Chemistry I: (General Chemistry Study Guide, General Chemistry Review) The California Paralegal (Paralegal Reference Materials) English Legal System with Legal Method, Skills & Reasoning SAVER: Learning Legal Skills and Reasoning Paralegal Today: The Legal Team at Work Multidistrict Litigation Manual: Practice Before the Judicial Panel on Multidistrict Litigation, 2011 ed. The Litigation Paralegal: A Systems Approach The Litigation Paralegal: A Systems Approach (Textbook & Workbook) 5th (fifth) edition Windows 10: From Beginner To Expert: A Complete User Guide to Microsoft's Intelligent New Operating System (Now With Bonus Chapter) (Windows - General ... General Guide, Windows - General Mastery,) Paralegal Today: The Essentials Clinical Anesthesia Procedures of the Massachusetts General Hospital: Department of Anesthesia, Critical Care and Pain Medicine, Massachusetts General ... of the Massachusetts General Hospital) Torts and Personal Injury Law for the Paralegal: Developing Workplace Skills 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)

[Dmca](#)