



Fundamentals of Litigation for Paralegals

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Fundamentals of Litigation for Paralegals is an established, highly successful text that provides paralegals with a comprehensive overview of the entire litigation process. The sixth edition has been completely updated to reflect the December 2007 changes to the Federal Rules of Civil Procedure and also includes expanded treatment of mediation and the use of computers as tools in the litigation process.

Distinctive features of this outstanding text:

- offers a **complete understanding of the litigation process** from the time the client walks into the office through trial and post-judgment, including settlements and alternative forms of resolutions
- **balanced approach** that does not oversimplify the litigation process but also does not cover so many rules and procedures that the learning process is thwarted
- **clear, flexible organization** allows the instructor to easily decide which areas to cover in the course
- **pedagogical aids** throughout the text make the material accessible to students. These include bold-face terms defined in the glossary; numerous examples, charts, checklists, and sample documents; chapter overviews and summaries; and review questions.
- a **detailed appendix of an entire case file** provides a reference for each of the areas discussed in the text, from the filing of a complaint through settlement and appeal
- the accompanying **workbook on CD** reinforces the concepts learned in the book. In addition to review questions, the workbook has case scenarios for the student to use in completing assignments for the course and for use by the instructor as case studies in class. Forms are included to give the student practice filling out the forms.
- **Instructor's Manual** provides answers to the questions posed in the workbook and book, as well as test questions for each chapter with answers and explanations

New to the Sixth Edition:

- text completely updated to reflect the **changes to Federal Rules of Civil Procedure** enacted on December 1, 2007
- new information on **search tools on the Internet** and **the use of computers in the litigation process**
- **additional resources** at the end of each chapter have been **updated and revised**
- **section on ADR has been expanded** to include additional information on mediation

Fundamentals of Litigation for Paralegals has been an effective favorite of both students and instructors through five editions. The sixth edition continues to provide cutting-edge information in an extremely accessible format.

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Marco Roy:

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Brenda Carey:

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