

Course Name:	<i>Make it Happen in Court Using Trial Director 5.2: Part A</i>	Class Description:	<i>Staging an interactive courtroom presentation requires preparation, finesse, and technical know-how. In this first of a two-part series you will become familiar with the Case Library, Document Manager, Transcript Manager, Coding</i>
Class Date:	Friday, September 10, 2010		
Class Time:	1:30 PM - 3:30 PM		
MCLE Credits:	2.0		
Cost	\$65		
Course Name:	<i>Summations</i>	Class Description:	<i>This case-management software training class is designed to help familiarize you with the tools and techniques found in Summations® software.</i>
Class Date:	Tuesday, September 14, 2010		
Class Time:	2:00 PM - 4:00 PM		
MCLE Credits:	2.0		
Cost	\$55		
Course Name:	<i>Ethical & Practical Issues in Mediating with the Emotionally Disturbed & Emotionally Charged Party</i>	Class Description:	<i>In a complex case, lawyers and mediators often deal with highly charged litigants who may appear emotionally disturbed but are actually high-functioning personalities who under the care of a mental health professional can perform</i>
Class Date:	Thursday, September 16, 2010		
Class Time:	2:00 PM - 4:00 PM		
MCLE Credits:	2.0		
Cost	\$55		
Course Name:	<i>Make it Happen in Court Using Trial Director 5.2: Part B</i>	Class Description:	<i>It's Showtime! You want to increase the impact of your courtroom presence using PDFs and/or MPEG-2 video files. But most litigation support applications cannot annotate, redact, or handle PDF files as well as they can TIFF files. Make your</i>
Class Date:	Friday, September 17, 2010		
Class Time:	1:30 PM - 3:30 PM		
MCLE Credits:	2.0		
Cost	\$65		
Course Name:	<i>Self Defense Law for Lawyers</i>	Class Description:	<i>What is your legal right to self-defense? More than ever before, lawyers must cope with difficult people both at court and in the office. This presentation will cover current law and practical methods you can utilize to become aware of your</i>
Class Date:	Thursday, September 23, 2010		
Class Time:	2:00 PM - 4:00 PM		
MCLE Credits:	2.0		
Cost	\$55		
Course Name:	<i>Introduction to Legal Research and Law Library Basics Series: Part A - Statutes</i>	Class Description:	<i>This course will cover Statutes. Learn how to recognize and locate California laws, in print and on-line, and how to use the Annotated Codes. This class will also cover secondary sources, which provide interpretation and context, and are often</i>
Class Date:	Saturday, September 25, 2010		
Class Time:	9:30 AM - 12:00 PM		
MCLE Credits:	N/A		
Cost	\$15		
Course Name:	<i>Introduction to Legal Research and Law Library Basics Series: Part B - Cases</i>	Class Description:	<i>This course will cover Cases. Case law is a judge-made law that interprets prior case law, statutes, and other legal authority. You will learn how California case law is developed and organized, and how to locate cases in</i>
Class Date:	Saturday, September 25, 2010		
Class Time:	1:00 PM - 3:30 PM		
MCLE Credits:	N/A		
Cost	\$15		

Course Name: *Unraveling the "Ribbon" in Microsoft® Word 2007*
Class Date: Wednesday, September 29, 2010
Class Time: 5:30 PM - 8:00 PM
MCLE Credits: 3.0
Cost \$75

Class Description: *Are you confused by the upgrades in Microsoft® Word 2007!? In this presentation you will learn how to use the "Ribbon," and other new features found in Word 2007 that are useful in creating legal documents and forms. Prior MS Word 2003*

Course Name: *Ins & Outs of a Class Action Lawsuit*
Class Date: Friday, October 1, 2010
Class Time: 2:00 PM - 4:00 PM
MCLE Credits: 2.0
Cost \$55

Class Description: *If you engage in products liability, consumer protection, toxic tort, securities, civil rights, and/or employment law cases and are challenged by representing multiple clients in a class action lawsuit, this presentation is for you. Topics to be*

Course Name: *Microsoft® WORD 2007 for Legal Professionals: ADVANCED: Creating Tables, Formatting, Headings & Styles, Mail Merge*
Class Date: Wednesday, October 6, 2010
Class Time: 5:30 PM - 8:00 PM
MCLE Credits: 3.0
Cost \$75

Class Description: *Expanding on the concepts in the Sacramento County Public Law Library's beginning Word 2007 class: Unraveling the "Ribbon" in Microsoft® Word 2007 for Legal Professionals, instructor Cheri Boyer will cover the more advanced functionalities*

Course Name: *e-Discovery Roundup*
Class Date: Thursday, October 7, 2010
Class Time: 2:00 PM - 4:00 PM
MCLE Credits: 2.0
Cost \$55

Class Description: *In today's online community law firms, businesses, government and more use tools to assist in the collection, preparation, review, and production of electronic documents. In this presentation, you will learn tips and techniques on how to handle*

Course Name: *Legal Research on the Internet*
Class Date: Wednesday, October 27, 2010
Class Time: 1:30 PM - 4:30 PM
MCLE Credits: 3.0
Cost \$50

Class Description: *This comprehensive three-hour course will cover California sources for case law, statutes, regulations, and more!*

Course Name: *The Difficult Deposition*
Class Date: Thursday, October 28, 2010
Class Time: 2:00 PM - 4:00 PM
MCLE Credits: 2.0
Cost \$55

Class Description: *This course will cover drafting and responding to a deposition notice, preparing your witness for the deposition, handling difficult witnesses and opposing counsel, and includes tips and commentary from a seasoned expert witness.*