

HalfMoon Education Live Continuing Education Webinars

Trial Preparation for Alabama Paralegals and Legal Assistants

Online - Tuesday, February 4, 2025 | 9:00 am - 4:30 pm CST

Credits:

Paralegals: 6.5 CLE Hours (Incl. 1.0 Ethics Hour)

National Federation of Paralegal Associations (NFPA):
6.5 CLE Credits (Incl. 1.0 Ethics Credit)

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Overview of a Civil Trial

E. Yeager

- Pre-trial procedure and scheduling orders
- Discovery control plan and discovery overview
- Pre-trial motion practice
- Anatomy of a trial

Assisting with Investigations

E. Yeager

- Summarizing depositions
- Skip tracing
- Coordinating witnesses
- Reviewing pleadings and discovery

Managing Evidence

L. Demers

- Types of evidence
- Rules for admissibility of evidence
- Preserving evidence

Effectively Working with

J. Barlow

Opposing Counsel and Staff

- Analyzing methods of communication
- Standards for responding to emails
- Working with the courts
- Maintaining professionalism

Assembling and Using Trial Notebooks

J. Barlow

- Essentials of a trial notebook
- Organization of a trial notebook
- Uses for a trial notebook before trial
- Uses of a trial notebook during trial

Litigation Ethics for Assistants and Paralegals

J. Arnold

- Attorney and paralegal ethical rules
- Specific areas of concern for legal support staff
 - Conflicts of interest
 - Confidentiality
 - Ex-parte communications
- Avoiding the unauthorized practice of law
- Working with clients, courts and opposing counsel

Tuition

\$339 for individual registration.

\$237 per attendee for group registrations of two or more people registering at the same time for the same program.

That's a savings of 30 percent!

Included with your registration: PDF seminar manual.

Presented by

Emily Yeager is an associate attorney with Alexander Shunnarah Trial Attorneys in Birmingham. She earned her Bachelor's degree from Birmingham-Southern College and her J.D. degree from Birmingham School of Law.

Lindsay Demers is an attorney in Gulf Shores who has cultivated a diverse range of legal expertise since establishing her own law practice. Specializing in civil litigation, domestic relations, real estate, and criminal defense, she has consistently demonstrated her dedication to her clients and the legal profession. Ms. Demers has navigated complex contractual disputes, advocated for individuals' rights in personal injury cases, represented clients in divorce proceedings and custody disputes and worked on residential and commercial real estate transactions. Ms. Demers earned her undergraduate degree from Suffolk University, and her J.D. degree from Massachusetts School of Law at Andover.

Joey Barlow is an attorney with Alexander Shunnarah Trial Attorneys in Birmingham. Mr. Barlow began his legal career interning with the Honorable Laura Petro at the Circuit Court of Jefferson County while pursuing his undergraduate studies. After earning his bachelor's degree from the University of Alabama at Birmingham (UAB), Mr. Barlow continued his education at Liberty University, where he obtained a Master's Degree in Forensic Psychology, followed by a J.D. degree from the Birmingham School of Law. In 2018, he joined Alexander Shunnarah Trial Attorneys as a paralegal, where he handled various personal injury cases, acquiring invaluable experience that now drives his dedication to serving clients.

Joshua Arnold is a founding partner in the law firm of Fortune, Beard, Arnold, Graham, & Arnold, LLP, in Columbiana, Alabama. He has represented clients in civil, criminal, domestic, estate and probate matters since 2010 and has extensive trial experience in state courts. He currently serves as City Attorney for a number of cities in Shelby and Chilton Counties. Mr. Arnold earned his B.S. degree, *magna cum laude*, from the University of Montevallo, his M.Ed. degree from the University of Montevallo, and his J.D. degree from Birmingham School of Law.

For more information on the presenters, including full biographies: Please visit www.halfmoonseminars.org or scan the QR code

Credit Information

This webinar is open to the public and is designed to qualify for 6.5 CLE hours, including 1.0 ethics hour, for paralegals in Alabama. Paralegal certification is not required to participate in this course.

The National Federation of Paralegal Associations (NFPA) has approved this course for 6.5 total CLE credits, which includes 5.5 general CLE credits and 1.0 ethics CLE credit.

Attendance will be monitored, and attendance certificates will be available after the webinar for those who attend the entire course and score a minimum 80% on the quiz that follows the course (multiple attempts allowed).

On-Demand Credits: The preceding credit information only applies to the live presentation. This course in an on-demand format is not pre-approved by any licensing boards and may not qualify for the same credits; please consult your licensing board(s) to ensure that a structured, asynchronous learning format is appropriate.

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