

LIST OF BOOKS AND JOURNALS
IN SUFFOLK UNIVERSITY LAW LIBRARY ABOUT LAWYERING

This list is organized by various types of legal practice or other interest area; special thanks are due to my former secretary, Melissa Fletcher (Suffolk Law, 1998) for coming up with the topics and arranging the list. Ellen Delaney, Reference Librarian, updated the list in 2008. The list was compiled to aid faculty advisors and students in making choices about law classes. Students wishing to know more about different types of law practice should be aware of the materials available in our library that may help them. We hope this list proves useful to both students and their faculty advisors. The list, however, is only a starting point. The library is constantly adding new titles, and browsing the shelves around these listed titles may well turn up other books of interest. Good luck and best wishes!

Betsy McKenzie
Library Director

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Law Practice Generally

- CALL # KF250 .F53 2005.
AUTHOR Fischer, Judith D.
TITLE **Pleasing the court : writing ethical and effective briefs** / by Judith D. Fischer.
PUB INFO Durham, N.C. : Carolina Academic Press, c2005.
- CALL # KF373.A44 A3 2006.
AUTHOR Allred, Gloria, 1941-
TITLE **Fight back and win : my thirty year fight against injustice and how you can win your own battles** / by Gloria Allred with Deborah Caufield Rybak.
PUB INFO New York : Regan Books, c2006.
- CALL # KF8915.Z9 R58 2004.
AUTHOR Ritter, G. Christopher.
TITLE **Creating winning trial strategies and graphics** / by G. Christopher Ritter.
PUB INFO Chicago, Ill. : TIPS, American Bar Association, c2004.
- CALL # KF8915 .H38 2004
AUTHOR Haydock, Roger S.
TITLE **Trial : advocacy before judges, jurors, and arbitrators** / by Roger Haydock, John Sonsteng.
PUB INFO St. Paul, Minn. : Thomson/West, c2004..
- CALL # KFM2967.H6 T79 2004.
TITLE **Trying murder and other homicide cases in Massachusetts** / editor, Stephanie Page, Larry R. Tipton ; authors, Eileen D. Agnes ... [et al.]
PUB INFO Boston, Mass. : Massachusetts Continuing Legal Education, 2004-
- CALL # KF297 .A87 2004. LAW LIBRARY & CAREER DEVELOPMENT OFFICE
AUTHOR Arron, Deborah L.
TITLE **Running from the law: why good lawyers are getting out of the legal profession**/Deborah L. Arron
PUB INFO Seattle, Wash.: DecisionBooks, c2004.
- CALL # KF320.A9 B74 2005.
AUTHOR Brenden, Ann E.
TITLE **The lawyer's guide to creating persuasive computer presentations** / Ann E. Brenden, John D. Goodhue.
PUB INFO Chicago, Ill. : Law Practice Management Section, American Bar Association, c2005.
- CALL # KF373.S28 A3 2003.
AUTHOR Saperstein, Guy T.
TITLE **Civil warrior : memoirs of a civil rights attorney** / Guy T. Saperstein.
PUB INFO Berkeley, Calif. : Berkeley Hills Books, c2003.
- CALL # KF242.A1 A45 2004.
AUTHOR Ambrogi, Robert J.
TITLE **The essential guide to the best (and worst) legal sites on the Web** /

Robert J. Ambrogi.
 PUB INFO New York : ALM Pub., 2004.

CALL # KF283 .M398 2005.
 AUTHOR McKinney, Ruth Ann, 1951-
 TITLE **Reading like a lawyer : time-saving strategies for reading law like an expert /**
 By Ruth Ann McKinney.
 PUB INFO Durham, N.C. : Carolina Academic Press, c2005.

CALL # KF190 .C43.
 TITLE **Chambers USA : America's leading business lawyers.**
 PUB INFO London : Chambers & Partners, c2003-

CALL # KF190 .V37 2003
 TITLE **Vault guide to the top 100 law firms /** Brook Moshan ... [et al.]
 PUB INFO New York, N.Y. : Vault, c2003.

CALL # KF299.I5 E416 2003. LAW LIBRARY & CAREER DEVELOPMENT OFFICE
 AUTHOR El Kouri, Zahie.
 TITLE **Vault guide to corporate law careers /** Zahie El Kouri and the
 staff of Vault.
 PUB INFO New York : Vault Inc., c2003.

CALL # KF297.Z9 H67 2003
 AUTHOR Horn, Carl, 1951-
 TITLE **Lawyerlife : finding a life and a higher calling in the practice
 of law /** Carl Horn III.
 PUB INFO Chicago, Ill. : American Bar Association, c2003.

CALL # K117 .L3688 2003
 TITLE **Lawyers and vampires : cultural histories of legal professions /**
 edited by W. Wesley Pue and David Sugarman.
 PUB INFO Portland, Oregon : Hart, 2003.

CALL # KF320.A9 E92 2003
 AUTHOR Evans, Daniel B., 1952-
 TITLE **Wills, trusts, and technology: an estate and trust lawyer's guide to
 automation/** by Daniel B. Evans.
 PUB INFO Chicago, Ill.: American Bar Association, c2003.

CALL # KF320.A9 D59 2004
 AUTHOR Dixon, Margaret Spencer.
 TITLE **The lawyer's guide to palm powered handhelds/** Margaret Spencer
 Dixon.
 PUB INFO Chicago: ABA Law Practice Management Section, c2004.

CALL # KF8915.Z9 D45 2002
 AUTHOR Dempsey, David J.
 TITLE **Legally speaking: 40 powerful presentation principles lawyers**

need to know/ David J. Dempsey.
 PUB INFO Atlanta, GA: Miranda Pub., LLC, c2002.

CALL # KF302 .A925 2002
 AUTHOR American Bar Association. Commission on Multijurisdictional Practice.
 TITLE **Client representation in the 21st century : report of the Commission on Multijurisdictional Practice.**
 PUB INFO Chicago : Center for Professional Responsibility, American Bar Association, c2002.

CALL # KF8797 .A91 2001
 TITLE **Anderson's manual for notaries public : a complete guide for notaries public and commissioners of deeds, with glossary, charts and index : qualifications, appointment, jurisdiction, term, powers, duties, fees, records, seal, liabilities, penalties, removal.**

CALL # KF297.Z9 S34 1999.
 AUTHOR Schreiter, Larry.
 TITLE **The happy lawyer : how to gain more satisfaction, suffer less stress, and enjoy higher earnings in your law practice /** by Larry Schreiter.
 PUB INFO Kent, WA : Shiloh Publications, c1999.

CALL # PN1995.9.T75 G74 2001.
 AUTHOR Greenfield, Steve, 1960-
 TITLE **Film and the law /** Steve Greenfield, Guy Osborn and Peter Robson.
 PUB INFO London : Cavendish, c2001.

CALL3 KF297 .A758 2000. LAW LIBRARY & CAREER DEVELOPMENT OFFICE
 AUTHOR Abrams, Lisa L.
 TITLE **The official guide to legal specialties/**Lisa L. Abrams
 PUB INFO Chicago, Il.: Harcourt Legal and Professional Publications, c.2000.

CALL# KF273.H4 2003.
 AUTHOR Hegland, Kenney F., 1940-
 TITLE **Introduction to the study and practice of law in a nutshell/** by Kenney Hegland.
 PUB INFO St. Paul, Minn.: West Group, 2003.

CALL # KF384.A85 1999.
 AUTHOR Anderson, John C. (John Charles)
 TITLE **Why lawyers derail justice : probing the roots of legal injustices.**
 PUB INFO University Park, Pa.: Pennsylvania State University Press, 1999.

CALL # K116 .K44 1999.
 AUTHOR Keeva, Steven.
 TITLE **Transforming practices : Finding joy and satisfaction in the legal life.**

PUB INFO Chicago, Ill. : Contemporary Books, 1999.

CALL # PR1309.L43 T75 1998.
 TITLE **Trial and error : an Oxford anthology of legal stories** / edited by Fred R. Shapiro and Jane Garry.
 PUB INFO New York: Oxford University Press, 1998.

CALL # CAREER SERVICES LIBRARY
 AUTHOR Smith, Janet.
 TITLE **Beyond L.A. Law: break the traditional lawyer mold** / compiled by Janet Smith for the National Association for Law Placement.
 PUB INFO Chicago, Ill.: Harcourt Brace Legal & Professional Pub., Inc., 1998.

CALL # KF283 .F73 1997
 AUTHOR Frank, Steven J.
 TITLE **Learning the law: success in law school and beyond**
 PUB INFO Carol Publish Group, 1997.

CALL # KF315 .T76 1997
 AUTHOR Trotter, Michael H.
 TITLE **Profit and the practice of law: what's happened to the legal profession**
 PUB INFO University of Georgia Press, 1997.

CALL # KF297 .B46 2001
 AUTHOR Bennett, Walter, 1943-
 TITLE **The lawyer's myth : reviving ideals in the legal profession** / Walter Bennett.
 PUB INFO Chicago : The University of Chicago Press, c2001.

CALL # KF310.A43 M34 2002.
 AUTHOR McGarry, Stephen J.
 TITLE **Multidisciplinary practices and partnerships : lawyers, consultants, and clients** / by Stephen J. McGarry.
 PUB INFO New York : Law Journal Press, 2002.

CALL # KF300 .M84 2001.
 TITLE **Multidisciplinary practice : staying competitive and adapting to change** / Gary A. Munneke, Ann L. MacNaughton, editors.
 PUB INFO Chicago, Ill. : Law Practice Management Section, American Bar Association, c2001.

CALL # KF245 .B68 2001.
 AUTHOR Bouchoux, Deborah E., 1950-
 TITLE **Cite-Checker : a hands-on guide to learning citation form** / Deborah E. Bouchoux.
 PUB INFO Albany, NY : West/Thomson Learning, c2001.

CALL # KF373.D46 A3 2001.
 AUTHOR Dershowitz, Alan M.

TITLE **Letters to a young lawyer** / Alan Dershowitz.
PUB INFO New York : Basic Books, c2001.

CALL # KF373.D43 A3 2001.
AUTHOR Dees, Morris.
TITLE **A lawyer's journey : the Morris Dees story** / Morris Dees with
Steve Fiffer.
PUB INFO Chicago, Ill. : American Bar Association, c2001.

CALL # KF300 .P72 2000.
TITLE **Achieving excellence in the practice of law : the lawyer's guide
with practice checklists.**
PUB INFO Philadelphia, PA : American Law Institute-American Bar
Association Committee on Continuing Professional Education,
2000.

CALL # KF320.A9 M45 2002.
AUTHOR Miller, Bruce W.
TITLE **HotDocs in one hour for lawyers** / Bruce W. Miller.
PUB INFO Chicago, Ill. : American Bar Association, Law Practice Management
Section, c2002.

CALL # KF300 .R48 2001.
AUTHOR Rhode, Deborah L.
TITLE **Balanced lives : changing the culture of legal practice** /
prepared for the Commission by Deborah L. Rhode.
PUB INFO Chicago, IL : American Bar Association, Commission on Women in
the Profession, 2001.

Career choices

CALL # KF297 .E245 2002
AUTHOR Echaore-McDavid, Susan.
TITLE **Career opportunities in law and the legal industry**/ Susan
Echaore-McDavid.
PUB INFO New York: Facts On File, c2002.

CALL # KF297.Z9 M665 2003
AUTHOR Morris, Kathy, 1950-
TITLE **Ask the career counselors : answers for lawyers on their lives
and life's work** / by Kathy Morris and Jill Eckert ; presented
by the American Bar Association Career Resource Center.
PUB INFO [Chicago, Ill.] : American Bar Association, c2003.

CALL # KF8771 .S85 2002.
AUTHOR Strauss, Debra M.
TITLE **Behind the bench : the guide to judicial clerkships** / Debra M.
Strauss.
PUB INFO Chicago, Ill. : BarBri Group, c2002.

CALL # KF297.M865 2002
AUTHOR Munneke, Gary A.
TITLE **The legal career guide: from law student to lawyer**
PUB INFO American Bar Association, 2002.

CALL # KF297 .C37 2001.
AUTHOR Carey, Christen Civiletto.
TITLE **Full disclosure : the new lawyer's must-read career guide /** by Christen Civiletto Carey.
PUB INFO New York, NY : ALM Publishing, 2001.

CALL # KF301 .B35 2001.
AUTHOR Baker, Joe G.
TITLE **Employment patterns of law school graduates /** Joe G. Baker.
PUB INFO Newtown, PA : Law School Admission Council, c2001.

CALL # KF297.Z9 M672 2001.
AUTHOR Morris, Kathy, 1950-
TITLE **Direct examination : a workbook for lawyer career satisfaction /** by Kathy Morris and Jill Eckert.
PUB INFO [Chicago, Ill.] : American Bar Association, c2001.

CALL# KF297.P56 1999
AUTHOR Plonsky, Kathryn A.
TITLE **Balancing law and parenthood: part-time careers in the law/** by Kathryn A. Plonsky.
PUB INFO West Hartford, CT: The Graduate Group, 1999.

CALL # KF297.W338 1999.
AUTHOR Walton, Kimm Alayne
TITLE **America's greatest places to work with a law degree: and how to make the most of any job, no matter where it is!/** by Kimm Alayne Walton
PUB INFO Chicago, IL: Harcourt Brace Legal & Professional Publications, c 1999

CALL # KF297.Z9 G74 1998
AUTHOR Greenberg, Hindi.
TITLE **The lawyer's career change handbook : more than 300 things you can do with a law degree /** Hindi Greenberg.
PUB INFO New York : Avon Books, 1998.

CALL # KF299.E57 M46 1998.
AUTHOR Henslee, William D.
TITLE **Entertainment law careers/**, 2nd ed.; edited by Sara Vlajcic.
PUB INFO Chicago, Ill.: American Bar Association, c 1998.

CALL # RA785.K38 2006. LAW LIBRARY & CAREER DEVELOPMENT OFFICE
AUTHOR Kaufman, George W., 1938

- TITLE **The lawyer's guide to balancing life and work : taking the stress out of success**
PUB INFO Chicago, Ill. : Law Practice Management Section, American Bar Association, c 2006.
- CALL # HF5382.5.U5 O248 1999.
AUTHOR O'Brien, Jack, 1936-
TITLE **Next step--the real world : aggressive tactics to get your professional life off to a fast start** / by Jack O'Brien.
PUB INFO Washington, D.C. : Kiplinger Books, c1999.
- CALL # KF300.P37 1999.
TITLE **The part-time paradox: time norms, professional lives, family, and gender** / Cynthia Fuchs Epstein ... [et al.]
PUB INFO New York: Routledge, 1999.
- CALL # KF320.A9 G66 1998.
AUTHOR Goluboff, Nicole Belson
TITLE **Telecommuting for lawyers.**
PUB INFO Chicago, Ill. : American Bar Association, Law Practice Management Section, c1998.
- CALL # KF297 .C463 1999. LAW LIBRARY & CAREER DEVELOPMENT OFFICE
TITLE **Changing jobs: a handbook for lawyers in the new millennium**, Heidi L. McNeil, ed.
PUB INFO American Bar Association, Young Lawyers Division and Section of Law Practice Management, 1999.
- CALL # KF297. M86 1997
AUTHOR Munneke, Gary A.
TITLE **Careers in law**
PUB INFO VGM Career Horizons, 1997.

Interviewing/Hiring for Legal Positions

- CALL # KF311 .C63 2006
AUTHOR Cochran, Robert F., 1951-
TITLE **The counselor-at-law : a collaborative approach to client interviewing and counseling** / by Robert F. Cochran, Jr., John M.A. Dipippa, Martha M. Peters.
PUB INFO Newark, NJ : LexisNexis/Matthew Bender, 2006.
- CALL # KF297.Z9 R47 2002
TITLE **Resumes for law careers** / the editors of VGM Career Books.
PUB INFO Chicago : VGM Career Books, c2002.
- CALL# KF190.I57 2000. LAW LIBRARY & CAREER DEVELOPMENT OFFICE
TITLE **The insider's guide to law firms**/edited by Francis Walsh and M.B. Van Straten.
PUB INFO Boulder, Co.: Mobius Press, c2000.

Educational Debt & Its Impact on Career Decisions

CALL # KF281 .J37 2006. CAREER DEVELOPMENT OFFICE
AUTHOR JARVIS, HEATHER WELLS
TITLE **Financing the future: responses to the rising debt of law students.**
PUB INFO Washington, D.C.: Equal Justice Works, c2006.

CALL # KF4235 .L66 2006.
AUTHOR Loonin, Deanne.
TITLE **Student loan law : collections, intercepts, deferments, discharges, repayment plans, and trade school abuses /** by Deanne Loonin ; contributing author, John Rao.
PUB INFO Boston, MA : National Consumer Law Center, c2006.

CALL # KF299.P8 S73 2003
TITLE **State LRAP toolkit : a resource guide for creating state loan repayment assistance programs for public service lawyers /** the American Bar Association Commission on Loan Repayment Forgiveness.
PUB INFO Chicago, IL : American Bar Association, c2003.

Alternatives to Practice

CALL # HV8144 .F43 D68 2005. CAREER DEVELOPMENT OFFICE.
AUTHOR Douglas, John E.
TITLE **Guide to Careers in the FBI.**
PUB INFO New York: Simon & Schuster, c2005.

CALL # KF297 .A875 2004. LAW LIBRARY & CAREER DEVELOPMENT OFFICE.
AUTHOR Arron, Deborah L., 1950-
TITLE **What can you do with a law degree? : a lawyer's guide to career alternatives inside, outside & around the law /** Deborah Arron.
PUB INFO Seattle, Wash. : DecisionBooks, c2004.

CALL # KF297 .A87 2004.LAW LIBRARY AND CAREER DEVELOPMENT OFFICE
AUTHOR Arron, Deborah L., 1950-
TITLE **Running from the law : why good lawyers are getting out of the legal profession /** Deborah Arron.
PUB INFO Seattle, Wash. : DecisionBooks, c2004.

CALL # KF297 .M862 2003. LAW LIBRARY AND CAREER DEVELOPMENT OFFICE
AUTHOR Munneke, Gary A.
TITLE **Nonlegal careers for lawyers /** Gary A. Munneke, William D. Henslee ; with resources compiled by Ellen S. Wayne.
PUB INFO Chicago, Ill. : ABA Law Practice Management Section : American Bar Association, Law Student Division, c2003.

CALL # HF5384 .M36 2000. LAW LIBRARY & CAREER DEVELOPMENT OFFICE
AUTHOR Mantis, Hillary Jane

TITLE **Alternative Careers for Lawyers**
PUB INFO New York: Random House, c2000.

CALL # HV8143 .H87 1997. CAREER DEVELOPMENT LIBRARY.
AUTHOR Hutton, Donald B.
TITLE **Guide to Law Enforcement Careers**
PUB INFO Hauppauge, New York: Barron's Educational, 1997.

CALL # KF298.S77 1997.
AUTHOR Strausser, Jeffrey.
TITLE **Judgment reversed : alternative careers for lawyers**
PUB INFO Hauppauge, N.Y.: Barron's, c1997.

Starting a law practice

CALL # KF300 .R578 2006.
AUTHOR Robin, Jeremy T.
TITLE **Unlearning law school : the key to running your own office** / by Jeremy T. Robin.
PUB INFO Boston, Mass. : A&UC Publishing, c2006.

CALL # KFM2613.Z9 B87 2003
TITLE **Business formation primer : formation and initial operation of business enterprises : substantive advice and practical information** / Val D. Gurvits, chair ... [et al.]
PUB INFO [Boston, Mass.] : MCLE, c2003.

CALL # KF315. Z9 P64 2002
AUTHOR Poll, Edward
TITLE **Attorney & law firm guide to the business of law: planning & operating for survival & growth,**
PUB INFO American Bar Association, General Practice Section, 2002.

CALL # KF300.F66 2004. LAW LIBRARY & CAREER DEVELOPMENT OFFICE
AUTHOR Foonberg, Jay G., 1935-
TITLE **How to start and build a law practice,** Millennium 4th ed. / Jay G Foonberg.
PUB INFO Chicago, Ill. : American Bar Association, Law Student Division, Section of Law Practice Management, c2004.

CALL # KF318 .Z9 P68 1999.
TITLE **Practice made perfect : how to start & run your own law firm** / faculty, Marc L. Breakstone, co-chair ... [et al.]
PUB INFO [Boston]: Massachusetts Bar Association, c 1999.

CALL # KF300.E93 1999.
AUTHOR Evans, Daniel B., 1952
TITLE **How to build and manage an estates practice** / by Daniel B. Evans.
PUB INFO Chicago, Ill. : Law Practice Management Section [and] Section of Real Property, Probate, and Trust Law, American Bar Association, c 1999.

Marketing a law practice

- CALL # KF310.A3 R36 2005.
AUTHOR Randall, Kerry.
TITLE **The lawyer's guide to effective yellow pages advertising** / by Kerry Randall, Andru J Johnson.
PUB INFO Chicago : American Bar Association, c2005.
- CALL # KF316.5 .S37 2006.
AUTHOR Schmidt, Sally J.
TITLE **Business development for lawyers : strategies for getting and keeping clients** / by Sally J Schmidt.
PUB INFO [New York] : ALM Pub., c2006.
- CALL # KF316.5 .R67 2005
AUTHOR Rose, Jennifer (Jennifer J.)
TITLE **How to capture and keep clients : marketing strategies for lawyers** / by Jennifer Rose.
PUB INFO [Chicago, Ill.] : General Practice, Solo and Small Firm Section, American Bar Association, c2005..
- CALL # KF316.5 .M38 2004
TITLE **Marketing success stories**/edited by Hollis Hatfield Weishar, Joyce K. Smiley.
PUB INFO Chicago, Ill.: Law Practice Management Section, American Bar Association, c2004.
- CALL # KF316.5 .L65 2004
TITLE **The lawyer's guide to marketing your practice**/ James A. Durham, Deborah McMurray, editors.
PUB INFO Chicago: Law Practice Management Section, American Bar Association, c2004.
- CALL # KF316.5 .W666 2003
AUTHOR Snyder, Theda C., 1948-
TITLE **Women rainmakers' best marketing tips** / [edited by] Theda C. Snyder.
PUB INFO Chicago, Ill. : ABA, Law Practice Management Section, c2003.
- CALL # KF316.5 .S57 2002.
AUTHOR Siskind, Gregory H.
TITLE **The lawyer's guide to marketing on the Internet** / Gregory H. Siskind, Deborah McMurray, Richard P. Klau.
PUB INFO Chicago, Ill. : ABA, Law Practice Management Section, c2002.
- TITLE **Marketing the law firm.**
PUB INFO New York, N.Y. : Law Journal Newsletters, c2002-
- CALL# KF316.5.C66 1999

TITLE **The complete guide to marketing your law practice**/Hollis Hartfield Weishar, James A. Durham, editors.

PUB INFO Chicago, Ill.: Law Practice Management Section, American Bar Association, c1999

CALL# KF316.5.H67 2000

AUTHOR Hornsby, William

TITLE **Marketing and legal ethics: the boundaries of promoting legal services**/William E. Hornsby, Jr.

PUB INFO Chicago, Ill.: American Bar Association, Law Practice Management Section, c2000

CALL # KF316.5 .J644 1997.

AUTHOR Johnson, Kenneth E., M.B.A.

TITLE **The lawyer's guide to creating Web pages** / by Kenneth E. Johnson.

PUB INFO Chicago, Ill.: ABA Law Practice Management Section, c 1997.

Client development

CALL # KF311 .E63 2002.

AUTHOR Ewalt, Henry W.

TITLE **Through the client's eyes : new approaches to get clients to hire you again and again** / Henry W. Ewalt.

PUB INFO Chicago, Ill. : American Bar Association, Section of Law Practice Management, 2002.

CALL # KF316.5 .Z9 C551 1992.

TITLE **Client development** [sound recordings]

PUB INFO [New York, N.Y.] : Practising Law Institute, p 1992.

DESCRIPT. 4 sound cassettes.

NOTE "Marian Mathaey, chair"--container.

NOTE Tape of program : client development: how to attract and keep the clients you want. Accompanies PLI hand book A4-4384: Client development.

Client relations

CALL # KF320.A9 S55 2003.

AUTHOR Simpson, Douglas.

TITLE **The lawyer's guide to extranets : breaking down walls, building client connections** / Douglas Simpson, Mark Tamminga.

PUB INFO Chicago, Ill. : American Bar Association, Law Practice Management Section, c2003.

CALL # KF320.N48 Z8 1998.

AUTHOR Zwicker, Milton W.

TITLE **Successful client newsletters : the complete guide to creating powerful newsletters.**

PUB INFO Chicago, Ill.: Law Practice Management Section, American Bar Association, c 1998.

CALL # KF311 .D63 1999.

TITLE **Documenting the attorney-client relationship : law firm policies on engagement, termination, and declination** / Committee on Law Firms.

PUB INFO Chicago, Ill. : Section of Business Law, American Bar Association, c 1999.

Interviewing and communicating with clients

CALL # KF311 .L382 1996.

TITLE **Lawyering [videorecording] : interviewing, counseling and negotiation/**
produced by Peter Knapp, Ann Juergens and Roger S. Haydock.

PUB INFO St. Paul, Minn. : West Pub. Co. 1996.

CALL # KF311 .W46 1988.

TITLE **Who's in charge? [videorecording] : the lawyer as counselor,
process and ethical dimensions** / produced by Douglas N. Frenkel
for Center on Professionalism, University of Pennsylvania Law
School.

PUB INFO Philadelphia, PA : University of Pennsylvania Law School, c1988.

CALL # KF311 .S5 2005.

AUTHOR Shaffer, Thomas L., 1934-

TITLE **Legal interviewing and counseling in a nutshell** / by Thomas L. Shaffer and
James R. Elkins.

PUB INFO St. Paul, Minn : Thomson/West, c2005.

CALL # KF300 .E84 2003

AUTHOR Krieger, Stefan H., 1946-

TITLE **Essential lawyering skills : interviewing, counseling,
negotiation, and persuasive fact analysis** / Stefan H. Krieger,
Richard K. Neumann, Jr.

PUB INFO New York : Aspen Publishers, c2007.

CALL # KF311.J66 2000

AUTHOR Jones, Ronald J.

TITLE **How to counsel corporate clients: ten reasons business people don't take legal
advice (and what you can do about it)**

PUB INFO Philadelphia, PA: American Law Institute-American Bar Association Committee on
Professional Education, c2000.

CALL# KF311.C63 2006

AUTHOR Cochran, Robert F., 1951

TITLE **The counselor-at-law: a collaborative approach to client interviewing and
counseling**/Robert F. Cochran, John M.A. DiPippa, Martha M. Peters

PUB INFO Charlottesville, VA: Lexis Publishing: New York: Matthew Bender, c2006.

CALL # KF300.E84 2003.

TITLE **Essential lawyering skills : interviewing, counseling, negotiation, and
persuasive fact analysis** / Stefan H. Krieger ... [et al.]

PUB INFO Gaithersburg : Aspen Law & Business, 2003.

CALL # KF390.A4 B37 2005.

AUTHOR Barnes, Alison Patrucco.

TITLE **Counseling older clients** / Alison Barnes, Lawrence A. Frolik, Robert Whitman.
PUB INFO Philadelphia, PA : American Law Institute-American Bar Association Committee on Continuing Professional Education, 1997.

CALL # KF311 .Z9 K35 2004.
AUTHOR Kane, Thomas E.
TITLE **Letters for lawyers : essential communications for clients, prospects, and others** / Thomas E. Kane, Tammy A. Linn.
PUB INFO Chicago, Ill. : General Practice Section, American Bar Association, c 2004.

The associate experience

CALL # KF297 .A54 2005.
AUTHOR Anderson, Austin G., 1931-
TITLE **The effective associate training and development program** / by Austin G. Anderson and Sandra J. Boyer.
PUB INFO Chicago, Ill. : American Bar Association, 2005.

CALL # KF300.Z9 A77 1999.
TITLE **Associate jump start : learn the habits of highly effective associates** / Daryl J. Lapp, chair
PUB INFO Boston, MA : MCLE, c1999.

Solo and Small Firm Practice

CALL # KF297 .G477 2005. LAW LIBRARY AND CAREER DEVELOPMENT OFFICE
AUTHOR Gerson, Donna.
TITLE **Choosing small, choosing smart : job search strategies for lawyers in the small firm market** / by Donna Gerson.
PUB INFO Washington, DC : NALP, c2005.

CALL # KF318 .D56 2005.
AUTHOR Dimitriou, Demetrios.
TITLE **Law office procedures manual for solos and small firms** /Demetrios Dimitriou.
PUB INFO Chicago, Ill. : Law Practice Management Section, American Bar Association, c2005.

CALL # KF300.Z9 F59 2005.
TITLE **Flying solo : a survival guide for the solo and small firm lawyer** / editor, K. William Gibson.
PUB INFO Chicago, Ill. : Law Practice Management Section, American Bar Association, c2005.

TITLE **GP solo & small firm lawyer.**
PUB INFO Chicago: General Practice, Solo, and Small Firm Section, American Bar Association, 1998-

CALL # KF318 .D55 2000
AUTHOR Dimitriou, Demetrios
TITLE **Law office staff manual for solo and small law Firms**

PUB INFO American Bar Association, Section of Law Practice Management, 2000.

CALL # KF300 .F58 2001

TITLE **Flying solo : a survival guide for the solo lawyer** / editor, Jeffrey R. Simmons; contributing editors Joel P. Bennett ... [et al.]

PUB INFO Chicago, Ill. : American Bar Association, Law Practice Management Section, c2001.

Client Fees and Billing

CALL # KF310.C6 K75 2004

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