



Paralegal Today: The Essentials

By Roger LeRoy Miller, Mary Meinzinger

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Designed for anyone considering a career as a paralegal, the 7th edition of **PARALEGAL TODAY: THE ESSENTIALS** provides you with a comprehensive introduction to the legal system through real-world examples, practical applications, ethical dilemmas, and hands-on assignments. With thorough coverage of the basic, key areas of paralegal studies, this text ensures that you will develop a comprehensive understanding of the laws in our society, the importance of ethical and professional responsibility, and the skills needed to thrive in the legal environment. The text includes increased coverage of technology in the workplace, including critical topics such as confidentiality issues, e-mail policies, technology in the courtroom, and the use of social media in criminal and civil litigation.

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Editorial Review

Review

"Depth of coverage. The material is covered thoroughly and in an easy to understand manner. This is a great strength of a textbook used in an introductory course. Topics covered. The text covers almost every conceivable topic that can be taught in an introductory paralegal course. This provides the instructor with options for coverage in a classroom. The assignments. There is a variety of assignments at the end of the chapter. This provides the instructor with multiple opportunities to assess learning and to reinforce the material covered."

"Excellent format. The use of additional features, such as technology, ethics, developing skills and practice focus give students a real-life look at the types of tasks that will take place in an actual paralegal position. Significant number of "hands-on" activities. These are so important in training paralegals to be successful in this career field. All of our paralegal programs focus on hands-on assignments throughout the curriculum. New ways to apply legal concepts in an applied learning format significantly enhances this text. Large number of teaching supplements."

About the Author

Roger LeRoy Miller studied at the University of California at Berkeley and the University of Chicago. He has been on the staff of a number of universities, including the University of Washington, Clemson University, and the University of Miami School of Law, where he taught, among other subjects, intellectual property and entertainment law. He has published in the Insurance Counsel Journal, Defense Research, California Trial Lawyers Journal, Antitrust Bulletin, Wisconsin Law Review, and Connecticut Law Review. He has authored or co-authored numerous leading textbooks, including **BUSINESS LAW: TEXT AND CASES**, **THE LEGAL ENVIRONMENT OF BUSINESS: TEXT AND CASES**, **BUSINESS LAW TODAY**, **FUNDAMENTALS OF BUSINESS LAW**, and **THE LEGAL ENVIRONMENT TODAY**.

Mary Meinzinger is the paralegal program chair at Madonna University. She is highly respected and is an active member of AAfPE.

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