Meet Your MCLE Requirements by

February 1, 2012

H-M

Event: Microsoft EXCEL 2007 for Legal Professionals: Part A: Workbooks, Data Lists, Formulas, and Tips and Tricks
MCLE Credits: 2.5
Date: 01/06/2012 Time: 1:30 PM - 4:00 PM
Registration Fee: $75.00
This 2.5-hour course will cover how to create a spreadsheet to track data and perform calculations useful in a law firm practice. You will learn how to navigate the new "Ribbon" and gallery commands in Excel 2007 and how to perform basic calculations, create charts that are clear and compelling, manage data lists, format cells, insert and delete rows and columns, create simple formulas, and use headers and footers.

Event: Microsoft EXCEL 2007 for Legal Professionals: Part B: Large Worksheets, Charts & Graphs, and Advanced Formulas and Functions
MCLE Credits: 2.5
Date: 01/13/2012 Time: 1:30 PM - 4:00 PM
Registration Fee: $75.00
This 2.5 hour advanced course will cover the more sophisticated features found in Excel 2007. You will learn how to link pages in work-sheets, create charts and graphs, and how to work with advanced functions and formulas to help calculate values for settlement offers, outline damages, and even generate potential business deals.

Event: Legal Research on Westlaw
MCLE Credits: 1
Date: 01/18/2012 Time: 12:00 PM - 1:00 PM
Registration Fee: $15.00
In this course, you will learn about the latest tools and resources on Westlaw to help you become more efficient, productive and confident in your legal research AND earn 1 MCLE credit.

Event: The Nuts & Bolts of LAW & MOTION
MCLE Credits: 1 (SOLD OUT)
Date: 01/20/2012 Time: 12:15 PM - 1:15 PM
Registration Fee: $45.00
This presentation is sold out. However, you can download a video of the "Law & Motion" presentation for continuing legal education credit (MCLE), cost $20.00, at http://www.saclaw.org/videoList.aspx Listen to a law and motion judge explain the required time lines for filing and service of a motion; the ins-and-outs of local practice; how to write an effective motion; and the tentative ruling system.

Event: Civil Litigation Calendar Procedures & e-Discovery
MCLE Credits: 2
Date: 01/23/2012 Time: 2:00 PM - 4:00 PM
Registration Fee: $55.00
Roll up your sleeves and dig in, this two-hour presentation will discuss best practices for legal calendaring and the use of e-discovery in civil litigation cases. Federal updates involve the Northern District's new motion timelines and expedited trial program. State topics include judicial arbitration and Sacramento Superior Court updates. Electronic discovery in general also will be covered.

Event: Civil Litigation Calendar Procedures & e-Discovery
MCLE Credits: 2
Date: 01/24/2012 Time: 2:00 PM - 4:00 PM
Registration Fee: $55.00
Roll up your sleeves and dig in, this two-hour presentation will discuss best practices for legal calendaring and the use of e-discovery in civil litigation cases. Federal updates involve the Northern District's new motion timelines and expedited trial program. State topics include judicial arbitration and Sacramento Superior Court updates. Electronic discovery in general also will be covered.

Use MasterCard® or VISA® to register online. Parking validation available for the City of Sacramento two-story structure, entrance G Street & 7th. Bring your parking receipt and we will validate for time spent in an SCPLL class.

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