

How I Become A Freelance Paralegal

[#freelance paralegal](#) [#how to become a paralegal](#) [#independent paralegal](#) [#paralegal career path](#) [#start paralegal business](#)

Explore my personal journey and comprehensive guide on how to become a successful freelance paralegal. This article covers essential steps, required skills, and practical strategies to launch your independent legal support business and thrive in a flexible career.

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The Independent Paralegal's Handbook

It has become increasingly popular to turn to independent paralegals for help with routine legal paperwork, creating a healthy demand for their skills and know-how. The definitive guide on the subject for more than 10 years, this handbook provides crucial legal and business advice for all those considering a career in this growing field. It also features interviews with prominent independent paralegals.

Starting and Managing Your Own Business

An essential resource for today's paralegals, Starting and Managing Your Own Business: A Freelancing Guide for Paralegals provides helpful guidance on all phases of operating as an independent contractor -- including marketing your services, billing, setting up an office, and deciding which assignments will be most profitable. Author Dorothy Secol, a freelance paralegal with over 11 years of successful experience, provides ethical opinions, decisions, and considerations, about offering independent paralegal services. She also includes sample retainer agreements, charts, letters, and forms.

The Independent Paralegal's Handbook

It has become increasingly popular to turn to independent paralegals for help with routine legal paperwork, creating a healthy demand for their skills and know-how. The definitive guide on the subject for more than 10 years, this handbook provides crucial legal and business advice for all those considering a career in this growing field. It also features interviews with prominent independent paralegals.

Paralegal's Guide to Freelancing

Presents a step-by-step approach to every phase of starting, operating, and thriving as an independent contractor.

Starting and Managing Your Own Business

Your career as a top-notch paralegal starts here The demand for paralegal professionals is exploding, and Paralegal Career For Dummies, 2nd Edition explains the skills and requirements needed to pursue this rewarding career. Inside, you'll discover the ins and outs of paralegal skills, from preparing documents and performing legal research to obtaining certification, job hunting, and understanding legal concepts. Use this hands-on guide to help in your career considerations, bolster your paralegal training, or as an everyday on-the-job reference. Paralegal Career For Dummies will be your trusty assistant through all phases of your life as a paralegal, taking you forward with tips on networking and joining professional organizations that will enhance your career. Discover the job skills required for success as a paralegal Learn important legal concepts you'll need on the job Access forms, templates, and examples on the companion website Develop strategies to manage time and advance your career Complete with a companion website containing a wealth of valuable information, this book covers everything you need to become a top-notch paralegal.

Paralegal Career For Dummies

Apply important legal concepts and skills you need to succeed Get educated, land a job, and start making money now! Want a new career as a paralegal but don't know where to start? Relax! Paralegal Career For Dummies is the practical, hands-on guide to all the basics -- from getting certified to landing a job and getting ahead. Inside, you'll find all the tools you need to succeed, including a CD packed with sample memos, forms, letters, and more! Discover how to * Secure your ideal paralegal position * Pick the right area of the law for you * Prepare documents for litigation * Conduct legal research * Manage a typical law office Sample resumes, letters, forms, legal documents, and links to online legal resources. Please see the CD-ROM appendix for details and complete system requirements.

Paralegal Career For Dummies

Bridging the gap between the classroom and the real world, A Practical Introduction to Paralegal Studies offers a thorough exploration of the entire paralegal profession. In a logical three-part organization, experienced author Deborah Bouchoux covers the fundamentals of the paralegal profession and the American legal system, along with the paralegal skills essential for success in the workplace. This engaging and well-written text provides the pragmatic and realistic information students need to hit the ground running. New to the Third Edition: All new Case Illustrations, Discussion Questions, and Internet Closing Arguments. New forms provided throughout the text. Up-to-date information on trends in regulation of the paralegal profession, including overview of innovative limited licensing programs in Washington and Utah as well as other proposals to close the access-to-justice gap. Updated coverage of ethics, including new trends such as alternative business structures, and cutting-edge developments such as nonlawyer ownership of law firms, litigation financing, use of social media, and whether internet-accessible advice and forms constitute the unauthorized practice of law. New developments in computer-assisted legal research, including the use of artificial intelligence and using free tools such as Google Scholar, GovInfo, Congress.gov, and CourtListener to access American law are discussed in Chapter 5. Significantly expanded section on e-discovery in Chapter 8, including a sample privilege log. New section in Chapter 11 on current disruptions to legal services, including alternative legal service providers and other trends. New tips and approaches to getting a job, setting "SMART" goals, handling tricky interview questions, and future-proofing your career, as well as an expanded discussion of soft skills needed to succeed on the job in Chapters 10 and 12. Professors and students will benefit from: Topical coverage that closely adheres to the nature of paralegal work Pedagogical devices that enhance learning, such as chapter overviews, key terms, marginal definitions, website references, case illustrations, practice tips, and chapter summaries Research exercises and Internet-based exercises in each chapter that mirror those performed by the working paralegal Charts, graphs, sample forms, and other aids to enhance learning

A Practical Introduction To Paralegal Studies

A thoughtful new edition of the leading Introduction to Law for Paralegals text Introduction to Law for Paralegals: A Critical Thinking Approach explores high-interest topics and cases within the framework of the authors' acclaimed critical thinking approach. Hypotheticals, examples, and incisive questions shed light on both the principle and application of the law. In a thoroughly updated new edition, this leading text in the field continues to provide innovation and excellence. New to the Eighth Edition: Updated with changes in the law, new NetNotes, and additional Discussion Questions and Legal Reasoning Exercises. Criminal Law and Criminal Procedure are now directly after the chapter on Torts so that instructors can better compare and contrast civil litigation and criminal law. Streamlined chapter introducing the Study of Law and the Paralegal Profession. Professors and students will benefit from: Comprehensive coverage of key legal concepts. Hypotheticals, questions, and exercises that engage students in critical thinking. A logical three-part organization: Part I, Paralegals and the American Legal System; Part II, Finding and Analyzing the Law and Part III, Legal Ethics and Substantive Law. Student-friendly skill development for basic statutory and case analysis. Text is readable without talking down to students. Structure of chapters ensures that students understand and learn the material. Ethics Alerts, marginal definitions, Internet references, and legal reasoning exercises. Appendices on writing style and citation, the U.S. Constitution, Ethical Codes, and additional Net Notes.

Introduction to Law for Paralegals

This thorough, easy-to-use handbook helps the reader select a law career best suited to one's interests, training, and aptitude, where a law degree is not a requirement. Each of the fifty careers profiled in the book includes interviews with people currently in that job; sample responsibilities; typical education and skills necessary; and further resources to help find out more, and how to enter the field. This new book from the American Bar Association is a must-have for anyone planning their future in law.

Fifty Legal Careers for Non-lawyers

Would Becoming Turning into Changing into A Freelance Paralegal Be A Good Option Choice Possibility For You?

Paralegal

If you're reading this, obviously you are considering a career as a work in your underpants person; but how? That's the hardest question to answer. Let's be clear: working from home isn't as easy as those "you're gonna be rich from working 1.5 hours a month" websites make it sound. This book isn't a scam. We tell you up front that it's difficult—but it is possible. This book will look past the get rich quick scams that flood the Internet and prey on people who want nothing more than to have a home office. This book will look at what you should expect (and shouldn't expect), what jobs are out there, and how, with the right discipline, you can succeed. So what are you waiting for? Go put on some sweatpants, and let's learn how to build a stay at home career.

The Freelancer Cookbook

Outlines the educational requirements, duties, salary, employment outlook, and possible future positions of paralegals.

Paralegal

Freedom! Freelance Solicitors are those truly practicing on their own, without a law firm. Solicitors have significant new freedoms under Solicitors Regulation Authority rules from November 2019 about how they may practice. What are these opportunities? Is it the right model for you and your clients? What is the difference to being a sole practitioner? How this is radically different to the consultant model which some firms already use the term freelance to describe? In this practical guide these questions will be addressed to enable you to assess the impact of the new regime and assess the freedoms on offer. This book will help both potential freelance solicitors and law firms looking to understand the freelance solicitor model. ABOUT THE AUTHOR Paul Bennett is a Solicitor and Partner at Bennett Briegal LLP a law firm which serves the needs of law firms, solicitors and other professionals. Paul is a specialist in legal regulation and his clients include Judges, leading law firms and individual solicitors. Paul has been involved in a number of the leading cases involving solicitors disciplinary matters and regularly writes and speaks on all things regulation and management. www.bennettbriegal.co.uk

How to Be a Freelance Solicitor

This time-tested text from distinguished leaders in the field of paralegal ethics offers comprehensive coverage of all the major areas of legal ethics, placing special emphasis on how the rules affect paralegals. This book is written for paralegal students, working paralegals, and lawyers who use their services. The authoritative presentation is combined with clear and readable pedagogy. Each chapter begins with an overview, followed by well-written text in a well-organized format. Key terms are introduced in italics. Review questions and discussion questions reinforce the material. Research projects at the end of each chapter provide ways to enhance and apply what has been learned. In addition, each chapter includes cases that demonstrate how the principles and rules are applied. The book is easily adaptable to courses of different lengths and can be used in substantive courses for additional ethics coverage. New to the Ninth Edition: Updated coverage of the evolving role of nonlawyers in providing legal services. Discussions of areas of growth and change in the legal profession, including the integration of technology, the use of marketing and advertising, greater competitiveness among firms, increased attorney mobility, the development of mega-firms, the impact of a global economy, more complex laws, legal specialization, and virtual work environments. New cases included throughout the text. Professors and students will benefit from: Authors are leading experts in the field, bringing deep knowledge and experience to the text. Written specifically for paralegal students. Comprehensive and up-to-date coverage, in a clear and authoritative text. Well-structured text with review questions, hypotheticals, discussion questions, research projects, and edited cases with questions to reinforce students' understanding of the material.

Ethics and Professional Responsibility for Paralegals

This guide is a practical resource for those firms that want to provide better client service and at the same time, improve the working environment for both lawyers and staff. It provides strategies to change the climate of the law firm, boost morale, and effectively and efficiently manage the firm. Issues discussed range from leadership and partnership issues to the basics of running the office. Includes a companion CD-ROM with more than 25 model forms, agreements, worksheets, questionnaires, policy forms, and more.

Paralegal Gde Freelancing

Law helps students "test drive" a career in law while they are still in school. Job profiles include: Court reporters Elder law attorneys Intellectual property lawyers Judges Lawyers Legal nurse consultants Legal secretaries Paralegals Prosecutors Public defenders.

The Lawyer's Guide to Governing Your Firm

This work provides the legal and business guidelines for operating a paralegal service outside of the law office. This book discusses the future prospects for the deregulation of the law and the paralegals right to operate on their own.

What Can I Do Now: Law

Are you ready to go beyond advising and planning to actively advocating the interests of your elderly clients? You can be, with this two volume handbook from two veteran elder law advocates. In a systematic and practical fashion, the authors address each key practice issue and provide an overview of the basic rules and guiding statutes/regulations, in-depth analysis of elder law practice together with guiding case law, and step-by-step explanation of the advocacy process, revealing how law operates in the real world and where things can go wrong. Plus you'll get their practice-tested minisystem for effective advocacy. After an introductory section explores basic principles, *Representing the Elderly Client: Law and Practice* addresses the six areas you'll encounter most often: Medicaid Special Needs Trusts Medicare and Managed Care Elder Abuse Nursing Home and LTC Facilities Intra-family and Postmortem Advocacy for Elderly Clients and Heirs. Practice forms, flowcharts, and tables put all essential information at your fingertips. The forms contained in the *Author's Advocacy Mini-systems* will save you hours of preparation time. Start finding effective solutions to your elderly clients' problems with *Representing the Elderly Client: Law and Practice*. Along with your *Representing the Elderly Client* two-volume print set, you'll receive a FREE CD-ROM containing word processing documents used in handling some of elder law's most complex concerns.

The Independent Paralegal's Handbook

Begin a Work-at-Home Career with the Training and Education You Need! Train at Home to Work at Home This unique guide provides comprehensive resources on more than 200 distance-learning programs that can teach you 27 of the most popular and profitable work-at-home careers. Distance-learning programs have exploded in the last few years---courses are now available online, via e-mail, via teleclass, through the mail, on audiotape, on videotape, and even on CD-ROM. You can learn: graphic design at UCLA professional writing at Washington State University life coaching at CoachU Web site design at Penn State financial planning at University of Alabama interior design at the Art Institute International medical transcription at the Health Professions Institute and many more. Plus, extensive resource lists (organizations, books, and Web sites) complete each section. Full contact information, tuition rates, and course descriptions make comparisons and contrasts a breeze.

Independent Paralegal's Handbook

The Everything Guide to Being a Paralegal is the ideal handbook for new paralegals, professionals looking to further or reevaluate their careers, or those considering the profession. Tackling the concerns of real law professionals, chapters include: Paralegal Career Options Paralegal Ethics and Professional Responsibility Pre-Trial Preparation Individual chapter attention to the top types of law practice More and more people are opting for a career as a paralegal-and this book is their pathway to success in this growing field!

Independent Paralegal's Handbook

Interested In Learning Ways To Make Money As A Freelance Writer? This is EXACTLY What You'll Find Inside This Book! Learn how to make a living with your writing, selling your work online and creating a successful copywriting business from home in as little as 30 days! So. You got the plan all set. You have the writing abilities. But how do you go about creating money from it? It sucks, I know. No one really take the time to teach you this stuff in life. There's a difference between learning a skill, and actually utilizing it in a way that makes money. This is where this book can help you out. You will learn the best simple tactics to make money as a freelance writer online. Where to look for jobs, what to do to set up, how to expand etc. Here's a Preview Of That Chapters Inside "Make Money as a Freelance Writer": The Importance of Building Your Freelance Copywriting Blueprint 1 Benefits of Freelance Writing Jobs..... 2 Achieveing a Flexible Lifestyles Through Freelance Copywriting 4 Whar Is a Freelance Writer?..... 7 What Is Copywriting?..... 10 How to Get Started With Copywriting..... 18 The Basics of Setting Up Your Copywriting Business..... 20 The Basic Mechanism of Copywriting..... 25 Do You Have What It Takes To be a Freelance Writer?..... 29 Becoming Invaluable By Making Your Client's Life Easier... 36 Jumping Into Freelance Copywriting..... 38 Freelamce Writing : The Essentials..... 41 Home Business Set-Up..... 43 How To Get Lucrative Freelance Writing Jobs..... 49 Where to Look for Freelance Copywriting Jobs..... 53 Where You Can Find Freelance Writing Opportunities..... 55 Tips In Getting Freelance Writing..... 58 Marketing Your Services..... 61 Simple Methods Of Marketing Your Copywriting Business.. 64 Elements of Effective Sales Copy: The Sales Page..... 69 Bonus Chapter: Freelance Paralegal (Advanced)..... 73 Conclusion..... 75 Remember: If you buy the paperback - You get the kindle ebook for FREE. Click the orange button - let's get started with your new online career!

Representing the Elderly Client

A brief, paperback version of West's Paralegal Today, a full-color introduction to the field of paralegalism stressing skills, ethics, teamwork, and professionalism. The Essentials condenses some coverage (ethics, ADR, Litigation, research and writing) and deletes some chapters (corporate law, criminal law, administrative law) for use in shorter courses.

Train at Home to Work at Home

Civil Law and Litigation for Paralegals is a comprehensive text designed specifically for paralegal civil litigation courses. Author Neal Bevans not only teaches the basics of civil litigation, but also gives students the opportunity to learn skills they will use in practice. In a balanced approach, Bevans covers all the key topics paralegals need to know in an easy-to-read and engaging style that utilizes numerous examples and illustrations but never overwhelms the student. The text provides students with an in-depth analysis of a wide variety of civil cases, beginning with laying out the basic foundation of the American legal system. It proceeds through the investigation and implementation of a civil case, and follows the case through to appeal. The text balances the theoretical underpinnings of the law with the practical examples and hands-on experience that all students need to completely understand the topic. The helpful pedagogy throughout the book and a comprehensive teaching package make class preparation as easy as possible. Features: Clear introduction to the fundamentals of civil litigation for paralegal students. Provides students with an in-depth analysis of a wide variety of civil cases, laying out the basic foundation of the American legal system, proceeding through the investigation and implementation of a civil case, and following the case through to appeal. Designed to help prepare students for the practical world of divorces, car wreck cases, and medical malpractice claims that they will see every day in civil practice. Each chapter presents students with examples of the important role that paralegals play in every stage of civil litigation, from client intake to bringing an appeal. Understandable writing style with strong pedagogy, resulting in a teachable and accessible text. Each chapter includes Practice Pointers, Search Suggestions, Tech Topics, and Legal Legwork boxes, along with case excerpts, forms, and ethics. Helpful pedagogy includes Chapter Objectives that focus learning and review, Boldfaced key terms and marginal definitions for convenient reference, Review questions at the end of each chapter, and references to web sites that facilitate legal research

The Everything Guide To Being A Paralegal

Jamie Davis Whitmer is a freelance virtual paralegal. This journal is designed with prompts to help keep you focused and motivated throughout your day. Jamie has found that she is most effective if she first only focuses on three medium-to-large sized work projects per day, and thought that you might be the same! The indexing system aids in reflection and planning throughout the year. Jamie has often thought to herself: "I document, therefore I am." It is her hope that this journal not only makes you feel better about your progress at work, but that it will also serve as a useful tool for you for performance evaluations. The software you use at work to manage tasks and deadlines cannot be relied upon to measure your contributions or value. What of your individual accomplishments? If you do not personally note them, it is the same as though they never existed. We must make records. We must prove what we have done, and what we can do.

Make Money As a Freelance Writer

Essentials of Paralegalism is an introduction to this emerging legal field. It covers primary employment and regulatory issues, including job-search strategies. The material teaches the basic skills paralegals will need when working in the field including interviewing, investigation and analysis at an introductory level. The More-On-the-Net feature provides addresses for Web sites that relate to the theme for each chapter, and analysis problems throughout promote analytical thinking skills needed on the job. Concrete examples from paralegal professionals' experience in the work setting give readers an insider's view of this profession.

West's Paralegal Today

This book provides advice on how to hire and use top notch paralegals to achieve success in providing clients with quality service.

Career Guide for Paralegals

Benzel and Hussey tell how to start and run a home-based legal services business with a computer. Four of the most important services are covered: court reporter, deposition digester, legal multimedia, and paralegal.

Civil Law and Litigation for Paralegals

Apply important legal concepts and skills you need to succeed Get educated, land a job, and start making money now! Want a new career as a paralegal but don't know where to start? Relax! Paralegal

Career For Dummies is the practical, hands-on guide to all the basics -- from getting certified to landing a job and getting ahead. Inside, you'll find all the tools you need to succeed, including a CD packed with sample memos, forms, letters, and more! Discover how to * Secure your ideal paralegal position * Pick the right area of the law for you * Prepare documents for litigation * Conduct legal research * Manage a typical law office Sample resumes, letters, forms, legal documents, and links to online legal resources. Please see the CD-ROM appendix for details and complete system requirements.

Paralegal's Journal

While many industries are failing in what has become one of the worst recessions in decades, there are still several professions that are expected to prosper, even in uncertain economic times. According to a recent study from the Bureau of Labor Statistics, the paralegal profession is expected to grow 28 percent between now and 2018, surpassing the growth rate for several other professions, including education positions and jobs with the federal government. If you have ever dreamed of joining this distinguished group of individuals who help lawyers deliver legal services while also owning your own business, now is the time to make your dreams a reality. So, what do you need to know to take advantage of this remarkable growth opportunity? How to Open and Operate a Financially Successful Paralegal Service Business offers you all the insider tips and tricks you need to get your paralegal business started and to ensure its success. From information on finding your first client, staying on budget, and turning your first profit to hiring and training employees, this book offers you everything you need to know and more about making your business succeed. You will learn about the training and certification necessary to give you an advantage over the competition, how to set up computer systems to save time and money, how to meet IRS requirements, how to generate high profile public relations and publicity, and how to implement low cost internal marketing ideas. You will learn how to build your business by using low and no cost ways to satisfy customers, as well as ways to increase sales and have customers refer others to you. Additionally, the companion CD-ROM will provide you with integral start-up forms, checklists, sample business plans, and other documents you will need to keep your business running smoothly from the beginning. Whether you want to start your business on a part-time or freelance basis, becoming paralegal can give you countless work opportunities, including the ability to work for corporate legal departments, real estate companies, insurance corporations, and banks. We have spent hundreds of hours interviewing legal professionals and industry veterans to bring you all the information you need to know before starting this business venture. How to Open and Operate a Financially Successful Paralegal Service Business offers you guidance from people who know this business inside and out and can offer advice that you won't learn from any online course or classroom. This book will give you priceless insider knowledge, case studies from successful legal professionals, and practical, easy-to-follow advice that can help your business grow and prosper.

Essentials of Paralegalism

Fueled by growing dissatisfaction with our overpriced legal system, a quiet revolution has been taking place. For over 25 years, more and more people have prepared their own legal papers with the help of independent paralegals, instead of handing their cases over to lawyers. The Independent Paralegal's Handbook is a practical guide for anyone considering a career as a self-employed legal document assistant who wants to help people take the law into their own hands. Book jacket.

Paralegals, Profitability, and the Future of Your Law Practice

The ABA Journal serves the legal profession. Qualified recipients are lawyers and judges, law students, law librarians and associate members of the American Bar Association.

Legal and Paralegal Services on Your Home-based PC

Introduction to Paralegal Studies: A Critical Thinking Approach frames concepts and practice within the authors' trademark design for learning that fosters critical thinking and analysis. This comprehensive, intelligent text offers an introduction to law and legal concepts combined with practical information about what paralegals actually do in the legal system. A critical thinking approach is used to introduce students to the study of law, encouraging them to interact with the materials through hypotheticals, examples, and discussion questions. New to the Seventh Edition: Several organizational changes make the book even easier to use: Criminal Law and Procedure was split into two chapter. This change made the chapters more manageable for students to read and understand. The authors made it easier to compare and contrast Criminal Law and Criminal Procedure with Civil Litigation and Torts by grouping

these chapters together. This also provides a more natural flow to the topics that follow in the chapter on Specialized Practice Areas. Thorough updates throughout with new and expanded topics and discussions of recent court decisions. Includes changes that have occurred in the legal profession due to COVID-19. New Legal Reasoning exercises, Discussion Questions, Review Questions, and updated the Web Exercises. Enhanced section on executive power Updated to cover the 21st edition of The Bluebook (published July, 2020.) Professors and student will benefit from: Comprehensive coverage of all the key topics typically included in the introductory course, in four parts: Part I: Paralegals and the American Legal System; Part II: Substance of the Law; Part III: Legal Analysis and Research; Part IV: Paralegals and the Work World. Critical thinking approach teaches students not only the facts about the law, but also how to apply it. Pedagogy includes ethics alerts, marginal definitions, reasoning exercises, hypotheticals, and examples. Coverage of specialized practice areas such as business, employment, immigration, real estate, and family law. Paralegal profiles provide context and real-world perspective. Well-written, teachable book with comprehensive coverage and thoughtful pedagogy. Text is readable without talking down to students. Structure of chapters ensures that students understand and learn the material. Author team brings a wealth of experience to the book. Strong ancillary materials enhance the book's carefully crafted content.

Paralegal Career For Dummies

This essay sheds light on how to become a paralegal, how to find clients as a paralegal, and how to be highly successful as a paralegal. moreover, how to generate extreme wealth online on social media platforms by customarily creating ample lucrative income generating assets is explicated in this essay. Additionally, the utmost best income generating assets to actualize for generating extreme wealth online in the digital era are identified, how to become a discernibly successful influencer online on social media platforms is elucidated, and the copious amount of assorted benefits of becoming a successful influencer online are revealed in this essay. Moreover, how to earn substantial money online so that you afford to excessively enrich every aspect of your life is meticulously expounded upon in this essay. While becoming a paralegal can be an eminently cumbersome, expensive, time consuming, and daunting undertaking in the digital era, it is more viable than ever before. Becoming a highly credentialed and educated paralegal can take at least 2-5 years and is no easy feat to accomplish in any facet. Even though the educational requirements to become a paralegal are optional they can be eminently extensive if you choose to be pursuit of a master's degree on your journey to becoming a highly credentialed and competent paralegal. Employers vastly prefer to hire paralegals who are not only highly educated, but who also posses a multitude of university degrees and certifications that can attest to their areas of competence. In stark contrast to lawyers, a paralegal who has earned a paralegal certification is not required to take continuing education courses in perpetuity to continue to practice as a paralegal. Lawyers on the other hand are required to take continuing education courses in perpetuity in order to maintain an active law license so that they can continue to practice law. Becoming a paralegal instead of a lawyer is appealing for individuals who want to launch their career in the field of law without having the onerous burden of attending law school and passing their state's bar exam. Similarly to lawyers, paralegals can work in a host of disparate types of law firms. Moreover, paralegals often work alongside attorneys to help them handle legal issues. "For instance, corporate paralegals work with attorneys to handle contractual issues such as shareholder agreements, stock option plans and employee contracts. Litigation paralegals work with attorneys that take on cases through the civil trial system" ("How To Become, n.d.). Some law firms even depend on paralegals to help attorneys work on cases throughout all phases of the case while other law firms will leverage paralegals to assist attorneys with handling only a particular "phase of a case" ("How To Become, n.d.). It is much more affordable for law firms to employ ample paralegals to help attorneys fulfill research duties and other responsibilities than it is to employ more lawyers. Paralegal can "handle broad range of administrative and research duties under the supervision of attorneys. For example, during the course of a day, they may organize and maintain legal files or draft documents, deliver or retrieve documents from the courthouse and conduct intensive legal research. Paralegals also investigate the background facts of cases, organize evidence and documents for attorneys to review, accompany lawyers to court, and manage schedules with witnesses and experts" ("How To Become, n.d.). As per the responsibilities of a paralegal, "specific responsibilities can vary greatly, depending on the department, office or law firm in which a paralegal works" ("How To Become). Law firms constantly delegate work to paralegals and have become less dependant on hiring more lawyers to fulfill research duties. In stark contrast to lawyers, a paralegal who has earned a paralegal certification is not required to take continuing education courses in perpetuity to continue to work.

Paralegal Services -

