

7th Edition

Law Office Policies, Procedures, and Operations Manual

Marcia Watson Wasserman and Cynthia Thomas



AMERICAN BAR ASSOCIATION
Law Practice Division

Law Firm Operations Manual

Demetrios Dimitriou



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Law Office Procedures Manual for Solos and Small Firms Demetrios Dimitriou, 2000 A guide to setting policies and establishing procedures that should keep a law office operating efficiently This second edition features new chapters on topics such as the family and medical leave act Internet use and more The diskette contains the text in WordPerfect 6 x and ASCII formats

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