



NCPA

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The Association of
Legal Assistants • Paralegals

The NCPA is an
Affiliate Member
of the
National Association
of Legal Assistants, Inc.

Forum

North Carolina Paralegal Association, Inc. Fall 2004

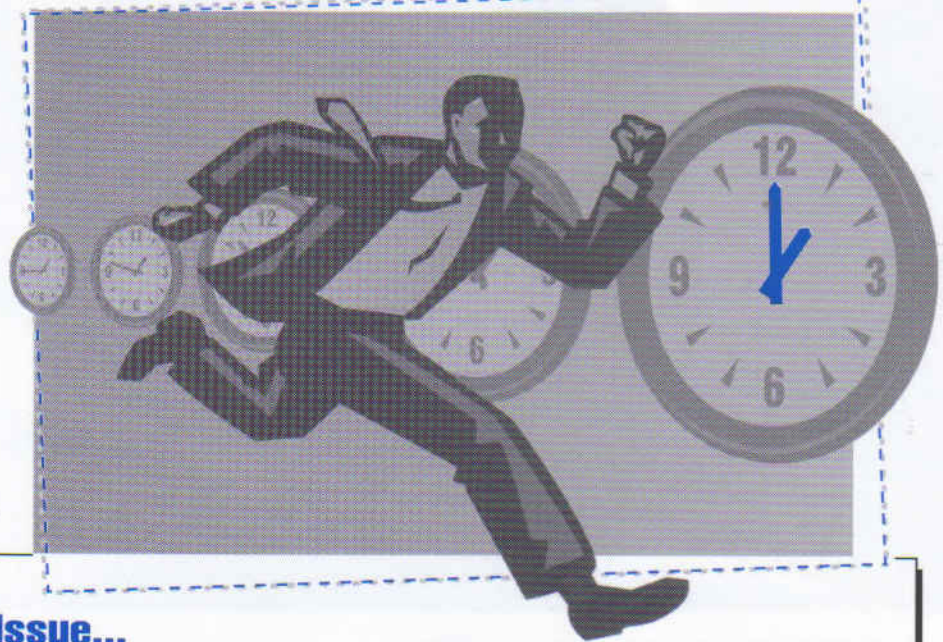


noun [C]; för-əm

an occasion or a place for talking about a matter of public interest

The Paralegal's Professional Toolbox

Goodies to Help Build Your Skills and Proficiencies



In This Issue...

The Nuts and Bolts of Professional Development

-Time Management - Ten Keys to High Productivity
-Draft it with Style - Guidelines for creating effective legal writing
-The Value of Professional Certification

Plus...

-An update on the progress of the Paralegal Certification movement in NC
-Register for the 24th Annual Mid-Year Seminar and CLA/CP Review Course