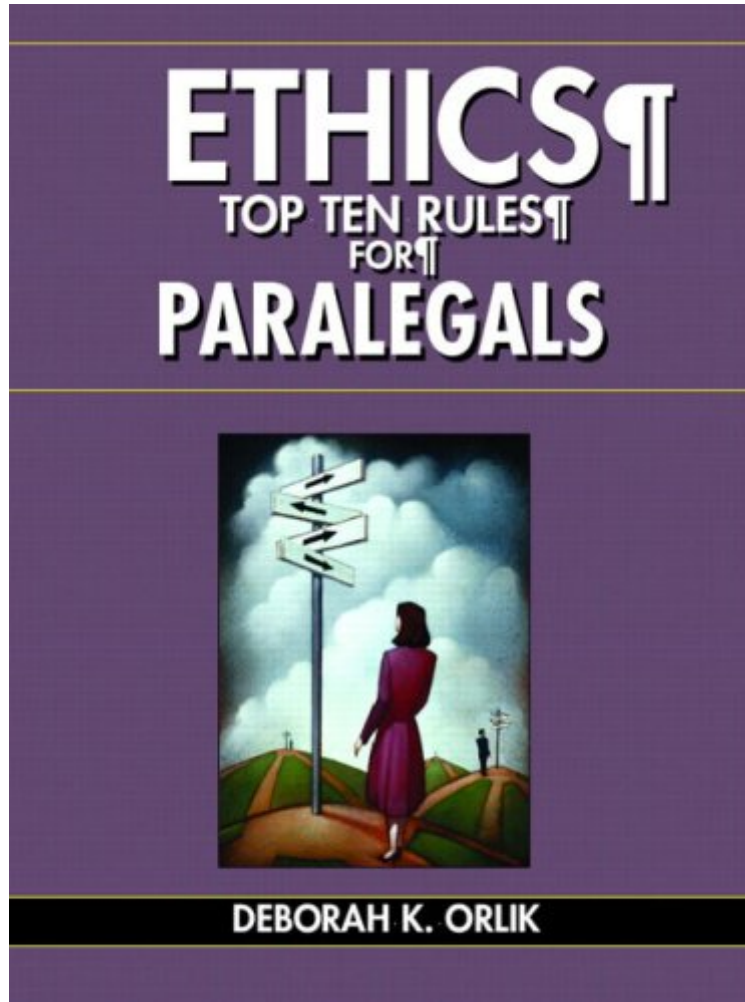


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ETHICS: Top Ten Rules for Paralegals

Deborah K. Orlik

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0 of 0 people found the following review helpful. A lively but thought provoking read alerting to potential pitfalls By Todd Bartholomew "Ethics" is a popular choice for use in paralegal and pre-law courses as it offers a straight-forward, non-nonsense approach towards ethical dilemmas paralegals, legal assistants, and legal secretaries will face in the workplace. The approach is fairly upbeat and positive rather than instilling fear and paranoia, which is exactly the tone you need in guiding people entering the field. The situations and examples given are realistic and thought provoking, not to mention essential. While some of these situations and how you should conduct yourself may seem somewhat obvious there are many grey areas and potential pitfalls that need to be identified and which folks working in the field of law need to be cognizant of. 0 of 0 people found the following review helpful. Ethics: Top Ten Rules for

Paralegals By Ana C. This is one of my former textbooks. It is resourceful and compact enough to keep in my book bag. Glad I have a copy of my own now and do not have to travel to the library to look at their copy.

Appropriate for courses in ethics for paralegals, legal assistants, or legal secretaries at the undergraduate level. Also appropriate as a supplement in an Introduction to Law course or an in-house training program. Top Ten Rules for Paralegals presents a straightforward upbeat approach to developing an understanding of professional responsibility in the field of law. Common everyday ethical issues in the real world of law are discussed in a conversational "plain English" style designed to make concepts more accessible and interesting for the student. Specifically designed for today's paralegal students, Top Ten Rules was written by a leading authority in field of paralegal ethics, Deborah Orlik. It is a distillation of over 20 years of legal study and practical use of the rules of professional responsibility as a paralegal. This is the author's sixth book on the subject, however, this book takes a different, less dry, approach to the subject. The author warns the students to be prepared to use their own morality to test their threshold of right and wrong while discussing the scenarios presented in the book. The object is to place the readers in a realistic workplace context involving an ethical issue and ask them to use their newly gained knowledge of the law and of their own morality to work through the problem. This course of study will give them an opportunity to explore their feelings and opinions and get them ready to deal with issues on the job. No one book can provide the answers to all ethical issues. But this text will give the student a starting place. By the end of this course of study they should be able to: 1) identify an ethical issue; 2) put it into a general category - one of the Top Ten rules; and 3) know where to start researching the answer to any ethical issue.