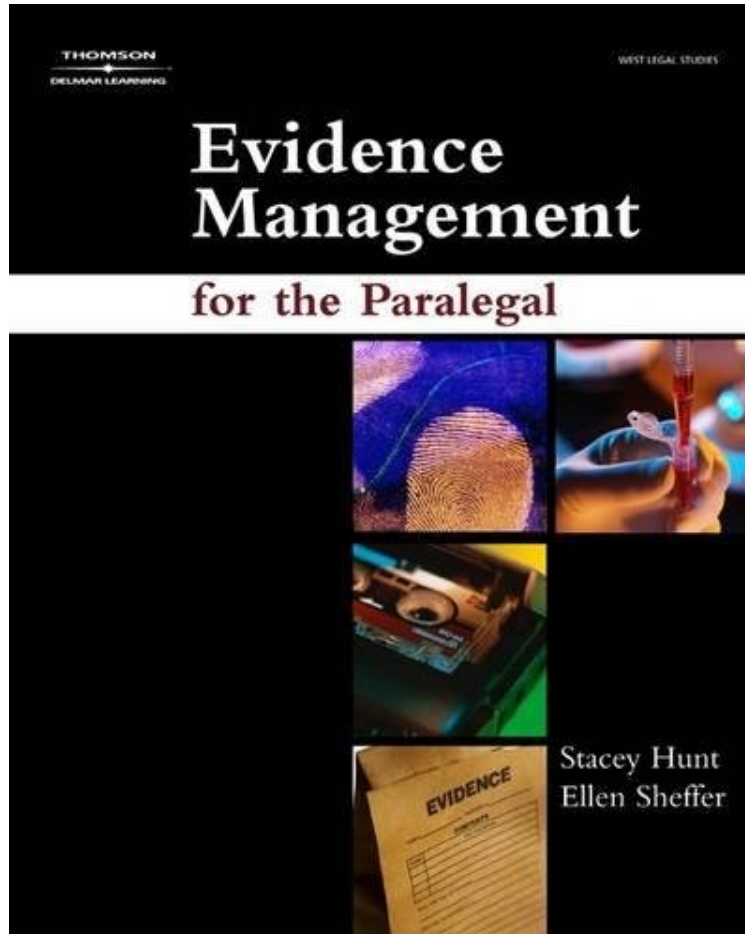


Evidence Management for the Paralegal

Stacey Hunt, Ellen Sheffer

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Stacey Hunt, Ellen Sheffer : Evidence Management for the Paralegal before purchasing it in order to gage whether or not it would be worth my time, and all praised Evidence Management for the Paralegal:

2 of 2 people found the following review helpful. Excellent textbook and resource!By L. BassI am an experienced paralegal, and I purchased this book on my own to improve my knowledge and skills in the area of evidence management and investigation. It's so nice to see a reasonably priced textbook and legal resource for paralegals!This book is well-written and presented in a logical, easy to read format, with wide margins for notes. It also contains one of the clearest treatments of the hearsay rule and its exceptions I've come across (a particularly hard topic for new paralegals to grasp).Since this was for self-study, I did not make much use of the case scenarios or quiz questions in each chapter, but they would be excellent for group study or class discussions. I was hoping for a bit more treatment on taking photos for the law office, but otherwise the book is very comprehensive. We need more practical, topic-oriented practice guides for paralegals just like this!3 of 3 people found the following review helpful. Great Resource in a Small PackageBy M. JencksThe book offers good, practical, street-smart information in a small and concise

package and should prove useful to any professional working in the litigation field. I was pleasantly surprised to find that although marketed as a textbook for formal paralegal education, it also serves as an easily accessible desk reference full of practical tips and reminders. We intend to use it on a trial basis in our in-house training for our litigation associates and paralegals and suspect that its case illustrations will serve to provoke discussion and participation by all members of the litigation team. Delmar/Thomsen deserves credit for publishing a book authored by two experienced, practicing paralegals: in grounding the book in the authors' real world experience instead of abstract theory they have created a valuable educational and practice resource.

This book will serve as an invaluable resource to the paralegal whose job includes gathering, analyzing, and managing evidence. Federal Rules of Evidence are included as an Appendix to the text and are referred to frequently, as well as state rules governing evidence. Throughout the book, case scenarios provide a practical, hands-on approach, making information more accessible, and guiding the reader through "real life" situations in which the skills taught are applied. Additionally, key word and phrases are identified, pertinent websites are provided, and charts, samples and graphs are used throughout. Applicable codes, rules and regulations are cited to support the instruction, and proper procedures are stressed. At the end of each chapter, review questions reflecting the issues presented in the chapter enable the reader to test their understanding of the material. The text provides information and instruction through United States court rules, regulations and codes. Practical information is provided through examples, explanations, and samples of actual letters and documents. The author(s) have provided additional resources including websites, vendor information, other texts, court rules, government codes and contact information.

Chapter 1: The Use of Evidence in a Lawsuit Chapter 2: Documentary Evidence Chapter 3: Tangible Evidence
Chapter 4: Audio and Video Recordings Chapter 5: Test Results Chapter 6: Photographs Chapter 7: Depositions
Chapter 8: Demonstrative Evidence Chapter 9: Trial issues Chapter 10: Appeal issues
About the Author Stacy Hunt is an Honors Graduate, Fresno City College Paralegal Studies Program, Certified Legal Assistant, California Advanced Specialist Certification in litigation; 19 years as a paralegal. An adjunct instructor, Hunt presently teaches Legal Ethics for the Paralegal Studies Program at California Polytechnic State University, and co-taught courses in discovery, and trial preparation at Californias Fresno City College. Ellem Sheffer is a graduate of Lindenwood College in St. Charles, Missouri; A teachers teacher, Sheffer worked in the legal profession for more than 20 years. Prior to becoming a paralegal, taught special education and Spanish. Presently serves on the NALA board for the Certified Legal Assistant, and California Advanced Specialty Exams, and previously served for six years as the Director of the Paralegal Studies Program at Cal Poly State University. Developed, taught, and launched the first, complete online course - Law Office Procedures offered at Cal Poly.