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THIRD QUARTER * SEPTEMBER 2021 * ISSUE NO. 13



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*“Our Groups are accelerating Paralegals, Future Paralegals, and Future Attorneys Worldwide”
Currently, our groups have approximately 28,400+ combined active members worldwide.*

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WHAT IS PARALEGALS CONNECT?

***“Our Groups are
Accelerating Paralegals,
Future Paralegals, and
Future Attorneys
Worldwide”***

Paralegals Connect was established in 2013 and we have grown significantly since that time. We now have five groups which are all dedicated to providing valuable information and support to succeed in the legal industry. Our groups provide support at every stage of your paralegal career.

Currently, our groups have approximately **28,400+ combined active members worldwide**. We have become the largest paralegal networking group worldwide!



Paralegals Connect (Main Group)

[www.Facebook.com/Groups/ParalegalsConnect](https://www.facebook.com/Groups/ParalegalsConnect)

Our first and largest group created for paralegals and paralegals-in-the-making to interact with other paralegals worldwide and provide valuable information to succeed in the paralegal industry.

Paralegals Connect: Employment Board

[www.Facebook.com/Groups/PCEmploymentBoard](https://www.facebook.com/Groups/PCEmploymentBoard)

A group designed for those seeking legal employment or internships, and for those seeking to hire legal professionals for their firm.

Virtual/Freelance Paralegals Connect

[www.Facebook.com/Groups/Virtual.FreelanceParalegalsConnect](https://www.facebook.com/Groups/Virtual.FreelanceParalegalsConnect)

A group designed for Virtual and/or Freelance Paralegals and those intending to break free of their 8-5 to go out on their own.

Paralegals Connect: Study Group

[www.Facebook.com/Groups/ParalegalsConnectStudyGroup](https://www.facebook.com/Groups/ParalegalsConnectStudyGroup)

A group created for those attending a paralegal school or studying for a Paralegal Certification Exam where you can post questions about your legal studies.

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Paralegals Connect: LinkedIn

Company Page: <https://www.linkedin.com/company/paralegals-connect>

Group: <https://www.linkedin.com/groups/9052061/>

Creator/Admin: Crystal Cornett: <https://www.linkedin.com/in/crystalcornett/>

MEET OUR ADMINS

These are the busy women behind the scenes of Paralegals Connect. We work hard to make these professional, successful groups, and create ideas to help paralegals, future paralegals, and future attorneys become a legal success!

	<p style="text-align: center;"><u>Crystal Cornett</u> <u>Creator of Paralegals Connect and Admin</u> Crystal@ParalegalsConnect.com https://www.linkedin.com/in/crystalcornett/</p> <p>Crystal has been a Paralegal since 2004. She earned her first Paralegal Certificate from University of Houston in March 2006. Crystal received the degree of Associate of Applied Science from Center for Advanced Legal Studies and her second Paralegal Certificate in 2010. She is a member of the Lambda Epsilon Chi National Honor Society for Paralegal / Legal Assistant Studies (LEX).</p> <p>Crystal has practiced in Family Law, Elder Law, Probate Law, Guardianships, Health Law, Social Security, and heavy litigation in Intellectual Property and Bankruptcy. Crystal is currently a residential and commercial Real Estate Paralegal in Houston, Texas. Crystal also serves on the Paralegal Advisory Committee (PAC) for Center for Advanced Legal Studies.</p>
	<p style="text-align: center;"><u>Suzie Wilson</u> <u>Admin</u> Suzie@ParalegalsConnect.com https://www.linkedin.com/in/suzie-wilson-b7aa2939/</p> <p>Suzie has been a paralegal since 2011. While she is not certified, she has acquired skills through her experience in the legal field since 1995. During her legal tenure, Suzie has engaged in the areas of law pertaining to creditor's rights, commercial, and patent litigation. Being highly specialized in patent litigation, she is well versed with the Federal Courts and Federal Circuit Court of Appeals. She is also skilled in the process of inter partes reviews with the USPTO.</p> <p>Suzie has attended nine major trials, six in Federal Courts in TX, CO, and NY and three at the state court level in Texas. Most recently, she attended a lengthy arbitration in New Orleans. Currently, Suzie is a paralegal at a litigation boutique firm that engages exclusively in high-stakes business and commercial litigation. In the interim, she is attending Houston Community College to complete courses for transfer into the University of Houston to pursue a Bachelor of Science degree, focusing on psychology. Her current goal upon graduation is to attend Law School.</p>
	<p style="text-align: center;"><u>Sabryn Lawrence</u> <u>Moderator</u> Admin@ParalegalsConnect.com</p> <p>Sabryn Lawrence is a 22-year-old currently attending University of Houston and working full time as a clerk at HooverSlovacek LLP. Sabryn has found a passion for the law since starting at HooverSlovacek LLP and has decided to obtain her paralegal certification while still working on her goal of becoming a middle school teacher. Sabryn has joined Paralegals Connect to help moderate the group and enforce all group rules.</p>
	<p style="text-align: center;"><u>Tammy Cantu</u> <u>Marketing Coordinator</u> Admin@ParalegalsConnect.com</p> <p>Tammy Cantu has worked in law firms for over thirty years and joins Paralegals Connect as the Marketing Coordinator to assist with all Affiliate and marketing needs and Social Media listings. Tammy is also in charge of posting anonymously for members who wish get opinions without revealing their identity.</p>

MEET OUR AFFILIATES

We would like to thank our Affiliate partners because they make it possible to print and distribute our Magazine to our members and various paralegal schools and large firms throughout the U.S.

Becoming an Affiliate with our groups offers worldwide visibility to approximately **28,400+ combined group members** in the legal industry.

**Only Affiliates are permitted to advertise within our Groups.*



Paralegals Connect is always looking for Affiliates that can offer our paralegals, legal assistants, future paralegals, and future attorneys the skills and services to help them succeed in their legal careers. We strive to provide information to the latest resources, education, and cost-effective opportunities that will enhance the skills, knowledge, and competencies of our members.

To become an Affiliate with Paralegals Connect, please contact Crystal@ParalegalsConnect.com for additional information or visit www.ParalegalsConnect.com/Become-an-Affiliate.html

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Law Quill Academy

Annette Choti is President of Law Quill, a Legal Marketing Agency focusing on small and solo law firms. After graduating from law school 20 years ago and working for the federal government, she transitioned into digital marketing for attorneys. She has written over 3 million words of online legal content for hundreds of law firms throughout the United States and Canada. She is proud to help small and solo law firms increase their digital footprint and online visibility to gain more clients. She has been honored to have nationally published works in USA Today, Market Watch, and on The Today Show online.

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<https://newbeginningsfs.net/>

The Paralegal Writer™

Jackie Van Dyke, Certified Paralegal and owner of **The Paralegal Writer**, inspires best writing practices and confidence in legal writing communication. She is a faculty member in the Paralegal Studies Program at The George Washington University and at the University of San Diego (USD) Law School. Jackie is also a member of NALA's Continuing Education Council and the Paralegal Educators Committee. She has numerous published articles in NALA's *Facts & Findings – The Paralegal Magazine*, NFPA's *National Paralegal Reporter*, and the Paralegals Connect Newsletter. Jackie's passion is to help paralegals at all levels with professional document and letter writing, persuasive memo writing, precise legal citations, and improved grammar and punctuation.

The Paralegal Writer offers a quarterly email course, "Pen A Memo™," to prepare applicants taking the NALA Skills Exam. **The Paralegal Writer** recently launched the "Legal Scribble Sessions" – an eight-week email course focused on writing general correspondence, demand and status letters, and professional emails. The course includes grammar and punctuation exercises along with practice writing in active voice and avoiding legal jargon.

Email your questions to jackie@theparalegalwriter.com.

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Meet Suzie Wilson

A New Admin of

Paralegals Connect



Life for me has been interestingly busy, to say the least. Hard work, dedication, and perseverance has been the foundation of the experience I have achieved in the legal field.

In 1995, at age 19, I graduated high school with a 2-year-old daughter in tow. I worked a full-time job, was in the co-op program in high school, had my own apartment, bought my own car and was a devoted mother. My parents didn't have the means to assist me, so the only choice was to make things happen for myself and my daughter. My plan was to go to college to obtain a degree in psychology. I contemplated law school as well, if my journey didn't redirect me elsewhere. The Fall Semester was approaching, I was signed up for classes, but then I found out I was expecting my second child. This would be a delay, but I was so determined to go to school and decided I was going to do this! I attempted to go but my reality was I would now have two babies and would have to return to work full-time. After delivering my son, I completed part of my first year, after having to drop a few classes. I vowed to return to get my degree no matter how long it took.

Four weeks after having my son, I went to work full-time as a receptionist at a law firm. The only experience I had was a part-time receptionist position at a small probate law firm answering phones, so my experience was minimal. This new position was with a litigation firm. I had no clue what that meant but it sounded important. Once I started to digest what litigation was all about, I wanted to know more. I started requesting work from legal assistants. One took my offer and loaded me up with work. The more she gave, the more I learned. Other legal assistants made comments about her abusing my generosity.

I didn't consider their views, as I had a plan. I perceived this position as an opportunity to learn and progress my skills and experience. This is where it all began for me.

I held this position for two (2) years and learned so much, but it was time to move on. I landed another receptionist position making more money and more responsibility. This firm was a bit larger and seemed a more professional. I begin offering my help with overflow work in anticipation to gain more knowledge. Once again, a legal assistant began loading me up with work. It wasn't long thereafter before the other assistants uttered their opinions of her "taking advantage of me." It was like Ground Hog Day! But I didn't care, I was continuing my "legal education." Ha! I was on a journey and was here to learn and prepare myself to eventually become a legal assistant and, eventually, a paralegal. During my time here, the firm was updated with the internet. This was a huge thing for me and so exciting! I was so insecure and intimidated to speak to attorneys because of my lack of education and knowledge in the legal world. My vocabulary was limited and so was my comprehension of how everything functioned. While I was not sheltered, my parents were both uneducated. I had no exposure to educated people or anything beyond that life. But now I had the internet, a new educational tool! The internet was not like it is today, but it was a resource to look up words I didn't know. I would hear attorneys speak and all I could think of was the teacher from Charlie Brown. I would write down words they would say and look them up to learn. Eventually, I started using some of those same words in sentences and was so very proud of myself.

During my tenure here, I had my third child at 23. Having three (3) kids and still a receptionist didn't sit well with me. I wanted more and it was time! A legal assistant position became available in the firm for the Real Estate partner and so I inquired about it. The attorney seemed sincere about allowing me to step into the position. However, it was ultimately up to the head partner...I was rejected! He didn't want to lose a great presence at the front desk. I was infuriated, quietly fuming on the inside. I wasn't going to let this rejection keep me down. This fueled my urge to find a legal assistant position and I had no doubt I would.

A month later, my sister-in-law informed me of a legal assistant position at the firm where she worked. I emailed my resume. HR was hesitant to interview me. I sent a persistent email requesting that she conveyed how much dedication and determination I possessed. I went into detail of the experience and knowledge I had gained and insisted they didn't have to hire me, just interview me. She it to HR and I got an interview. I was so excited and determined that I wasn't nervous, just extremely confident! I had this assurance within me that I was going to get the job! An hour after the interview, I was offered the position and I accepted immediately.

My first legal assistant job and I killed it! I continued to learn from the more experienced legal assistants. I was able to gather, in detail, how litigation worked from the demand letter to post-judgment remedies. This was a very busy position, which joined in with my very busy home life of raising 3 children who were very active in sports and school events. I worked here for ten (10) years and had advanced to a quasi-paralegal position.

While I loved everyone at this firm, some becoming life-long friends, I knew there was so much more to learn and so much more money to be made. I decided to look for a new position with the idea in mind that I would ultimately land a paralegal position.

I obtained another legal assistant position at a commercial litigation firm. It was a different world than what I was used to, I thought I made a mistake. This was a difficult transition. However, I started working with an attorney who offered me a contingent case to work on at a paralegal level. The firm had a billing requirement for paralegals, so I couldn't take on any billable cases. This case was the perfect learning curve I needed. I worked this case up to trial prep. I had never prepared for trial before. During our prep time, some co-workers made comments about me being a legal assistant and didn't understand why I was assigned to attend trial. I didn't care. I enjoyed the envy! It was midnight, the night before trial, as I stood waiting for the elevator, all I could think about was rushing home to get my suit ready for court the next morning. I was about to attend an actual trial! Then I heard someone running down the hall yelling my name. It was the attorney, stopping me just in time, yelling "we have good news, we settled!" The client accepted the offer. I congratulated her and left for home. I was excited she got it settled, but I couldn't help but feel let down. The trial was right in my hands, but I couldn't secure it! I wanted that experience to help me get the future paralegal job I wanted so badly. Regardless, I was so grateful that she gave me the opportunity to take on the case and taught me how to prepare for trial.

I left that firm many months later for another legal assistant position. This was an easy job with no room to grow. I wasn't sure how long my eagerness to grow would last here but I was going to sit tight for a while and explore my options. Nine months into this position, a recruiter called me out of the blue and asked if I was interested in a paralegal position. This sparked my attention, "of course I'm interested!" A paralegal position found me! It was a position with a small patent litigation firm seeking a candidate with litigation experience to take on a paralegal role, with the understanding that administrative duties were included. The pay was exceptional! I interviewed and landed the job later that afternoon. This was my favorite place to work. My boss was an engineer attorney. He taught me so much. I attended my first trial six (6) months after I was hired. It was scary but I conquered it! I went on to attend seven (7) more trials. The experience I gained here was invaluable. I am forever grateful this opportunity found me.

Over seven (7) years later, I reluctantly decided to move on. I felt like I was leaving home, but I knew there was more out there for me. I moved on to a global law firm to work as the patent paralegal for their Houston office. I handled a trial in New York three (3) months after I was employed. A year later, due to unforeseen circumstances that transpired, I decided to seek other employment. I am now at a wonderful boutique law firm which corresponds to my expectations in a paralegal role. The people are wonderful and there are so many brilliant young minds here. I see many opportunities for further growth with this firm. It is a privilege to work here!

At the present time, I feel content enough that I have decided to finally return to my goal of finishing school twenty-five years later. My career path has been a very rewarding experience, with constant learning and growing. I feel my educational journey will be just as gratifying. My advice for those of you reading this who find themselves in a situation that feels relentless or feels like a dead end, don't give up and never stop learning! Don't turn your nose up to those in lesser positions than you, for they also can teach you something that can forward your career path. Also, teach those around you who want to learn and give your knowledge. Paying it forward is also a fruitful way to receive blessings in return.

I am looking forward to the road that lies ahead as I embark on the next chapter of my career and educational path.

**Paralegals Connect welcomes
Suzie Wilson to the team and look
forward to seeing what she can do
to grow our groups!**



Proof's Online Platform: Service of Process Made Easy

By: Allison Moore



Once upon a time in the travel industry there was no Expedia and no easy way to book your own trips. Most people relied on a travel agent to search for flight options and secure bookings for them.

Similar to how Expedia's technology forever changed the world of travel, Proof's technology has done the same thing for the process serving industry. The days of waiting around for updates on your serve or worst of all, wondering if proper service was actually done, are over.

Proof's platform eliminates all of this by connecting you to a pool of servers nationwide and providing you with live, verified updates of each attempt as they occur. This means you can use one platform to create a serve request in ALL 50 states, know exactly when and where each attempt took place and see mapped verification and pictures of the attempt.

Proof puts you in control of your service needs and provides total transparency from start to finish. In addition to live updates and mapped verification of all attempts, Proof's platform has a Live Chat feature that connects you directly to your server for instant answers to your questions.

Wondering how to get started with Proof? Or if Proof can run skip traces? Below are answers to our most commonly asked questions:

How do I get started with Proof?

We are an online platform with over 1900 process servers nationwide. To get started with Proof, you will need to create a free account. There are no contracts, simply pay for the serves you need done. Sign up here: www.proofserve.com/signup/law-firm.

What happens after I submit my serve request?

Proof's technology geolocates your job to the server who is closest to the serve address. Jobs typically get picked up in under 20 minutes. You will receive live updates as each attempt occurs, with the ability to see the server's notes, pictures, and the GEOlocation mapping of where the attempt occurred.

Can I order a skip trace to locate an individual before uploading my job?

Yes! For a skip trace, email Proof the information about the individual at skiptrace@proofserve.com. Our typical turnaround time is less than 24 hours.

Can I get in touch with the server on my job?

Yes, you can communicate directly with the Process Server assigned to your serve in real time. Proof has an in-job "Live Chat" feature.

Will I receive an affidavit of service when my job is completed?

Yes. You will receive a PDF copy of the affidavit through our platform that you can then download and print. The affidavit is typically provided within 24-48 hours of the service being completed.

Have further questions on getting started with Proof? Please feel to reach out to me at allison@proofserve.com

ABOUT THE AUTHOR:

Allison Moore is the Chief Marketing Officer for Proof and has been working with the company from its earliest days as employee #1.



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Holly Sheriff

OMG, Thank you so much. You should be very proud of how far you have come. I know I am proud of you! Thank you. Talk to you next week!

"Holly, I can't thank you enough for the astute advice, support, and guidance you gave me during my job search. I'm convinced it provided me with the confidence to accept the offer, but also to make the most of the salary negotiations!" — K.S., Paralegal

It was my pleasure! Thank you so much!

Message...



Holly A. Sheriff, MSLs

Holly is an inspirational paralegal, life, career, biz coach, and change advocate. Holly's mission is to reinvent the way attorneys and paralegals work together. She is a mentor and coach to many around the United States, the UK, Canada, and she is a friend to all who know her.

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Strategies to Energize Your Career

By: Holly A. Sheriff, MSLS, MMC, CCC, PCC, LPCC, CPP
On behalf of Best Virtual Paralegal LLC |
BVP Services ("BVP")



Everybody has heard the saying, "Work smarter, not harder," but what if you're the type of person who finds it difficult to think of ways to be more innovative while trying to build the career you want? The following strategies are designed to help you energize your career, as they have done for many of my clients.

Connect with people who have the career you want.

People are social creatures, and they love to talk to other people about their careers. So, when connecting with others in your chosen role or profession, ask if you can buy them a cup of coffee or pay a small fee and talk to them about their jobs.

Develop an exciting hobby.

All your competition has the necessary skills and experience for the job you want. Develop a niche skill that is desirable but not something the competition has or finds interesting. Doing this will make you more marketable to your ideal employer. For example, I am a certified photographer. All the skills I use as a photographer I can use as a paralegal and coach. Yet, photography is only my hobby.

Get a mentor or coach.

Ideally, you should hire a mentor or coach to serve as a sounding board. A coach is all about empowerment and long-term goals. Anyone in your field with more experience can fill this role but hiring a trained coach maximizes effectiveness of the relationship.

Make a 5-to-7-year plan.

Creating a career plan can give you a competitive edge over your competitors. A career plan isn't solely to help you figure out where you want to be in 5 to 7 years; most importantly, it's a detailed plan of how you're going to get there. Your career plan is essential to achieving your career happiness.

In conclusion

Working smarter, not harder, means make a plan that works. First, define the career you want and find a skilled, trained person to help you stay the course. If you follow these simple steps are for energizing your career path. BVP coaches are trained to help legal professionals strategically energize their careers and develop career plans that work smarter.



ABOUT THE AUTHOR:

Holly A. Sheriff, MSLS, MMC, CCC, PCC, LPCC, CPP is a virtual paralegal and certified business, career, and life coach who works with legal professionals to help them build thriving practices and satisfying careers. Connect with Holly via [LinkedIn](#) | [\(636\) 541-3777](tel:6365413777)



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- + Practicing attorneys and experienced paralegals teach law specialty courses.
- + Financial Aid is available for those who qualify. (**FAFSA School Code: 026047**)

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- + **On Campus** - If a classroom setting is your preference, we've got you covered. Classroom instruction provides traditional in-person lecture and increased opportunity for teamwork and collaboration. Weekday and Saturday classes are available.

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- + **Career Services** - We offer a multitude of services to help graduates begin their careers.
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¹ Council on Occupational Education, 7840 Roswell Road, Building 300, Suite 325, Atlanta, GA 30350, Telephone: 770-396-3898 / FAX: 770-396-3790, www.council.org

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How to Avoid the Resume Blackhole

By: Holly A. Sheriff, MSLS, MMC, CCC, PCC, LPCC, CPP
On behalf of Best Virtual Paralegal LLC |
BVP Services ("BVP")



The resume black hole is a real thing that happens to your resume in cyberspace and the cloud. The resume black hole occurs when prospective employers use application tracking systems or application tracking software ("ATS"). ATS is designed to help human resources manager's lives easier. It is not intended to help job seekers. ATS combs through resumes, favoring only those resumes that are written to be screened by ATS. All other resumes get sucked into the black hole of cyberspace.

Understanding the Stats

Experts agree on average, a law firm or legal recruiter receives 250 applications per Job listing. And of those 250 applications, only a staggering 4 to 6 applicants will be invited for an interview. Of the employers and recruiters who use ATS to streamline their hiring efforts, only 25% of resumes received are viewed by human eyes.

The bottom line, technology in this instance, is making the job search harder for you. Therefore, understanding the use of ATS is critical to your overall success with job searching. Below are some resume tips to help your application avoid the resume black hole and make it through these initial reviews and to the top of the hiring manager's pile.

Don't use headers and footers

Don't insert your contact information into the "header" section of the Word document. This can get scrambled by the applicant tracking system and cause confusion for the recruiter. Instead, decrease your top margin on the document to 0.5 inches and place your name, contact information, and hyperlinks at the top of the page.

The same goes for using the "footer" section of the document. If you are one of unlucky souls that have a 2 page or more resume, you'll need to reduce the size of the footer margin and write your first initial and last name and page number inside the document. **DO NOT USE THE ACTUAL FOOTER.**

Font Matters

Although, you may have the urge to demonstrate your creative side by using a fancy font. Don't! Your resume is not the place to use complex font. Stick to simple stand fonts, which are ATS-friendly. These can include Calibri, Arial, Tahoma, and Cambria. ATS software can be easily confused by logos, graphics, pictures, and certain fonts. The worst font for your resume includes:

Times New Roman
Arial
Courier
Impact.

Don't fall into the resume black hole. You may not be able to control the recruiter's actions but following these resume tips will help your resume pass the ATS screen and move onto a human for review.



ABOUT THE AUTHOR:

Holly A. Sheriff, MSLS, MMC, CCC, PCC, LPCC, CPP is an experienced virtual paralegal and certified Professional Master Life & Certified Career Coach who helps legal professionals achieve their goals. [Contact Holly via WhatsApp | LinkedIn | 636.541.3777 Mobile](#)



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Marketplaces and Law Firms

By: Karen Renee of cCourt Reporters, Inc.

Technology continues to flourish in the legal community. Online marketplaces are providing impressive transparent legal support services to law firms. There are service providers such as process servers, stenographers, virtual receptionists, interpreters, document creators, and more that are all valuable for the discovery process in litigation, and all those services are now easily accessible through direct marketplace technology.

With the newfound marketplaces, the legal industry is hesitant to accept the access-to-justice advances. Why the hesitancy?

Marketplaces are the ultimate way for legal support services to improve systems with unique and time-saving features. Online platforms bring transparency to law firms providing a means to compare and make the best selection of services that are easily outsourced. One of the most frustrating factors for any industry is not knowing charges, experience level, actual availability, or certification levels at the time of hiring professional services. By taking advantage of market listings online, oligopolies are essentially eliminated with the vast access to marketplace services. The marketplace option is an incredible tool that exposes not only costs, but also can expose experience and professionalism with ratings by peers. These features save time without having to follow up with phone calls and emails regarding references. The information is comparable by multiple service providers and is already available for your review by trusted peers.

For a legal proceeding in need of support, litigation clients benefit as well as law firms can be thorough in selecting professional services through unique marketplace platforms. A basic list of benefits with direct access to services include:

- Cost-saving benefits
- Direct communication with professionals
- Upfront pricing
- Selection of specific services needed
- Efficiency
- Vetting of service providers
- Reviews of professional services by peers
- The ability to compare services and prices

So, with the many benefits legal technology marketplaces bring, why are law firms slow to jump on the opportunities afforded to them with easily accessible professional service providers?

Among the pushbacks are security, the learning process, established relationships with third-party vendors to locate services, and billable hours.

- With safeguards in place and correct Internet security usage, protection of online accounts can be addressed quickly.
- The learning process turns into efficiency almost immediately, and the time invested in utilizing marketplaces is extremely valuable long term.

- Relationships with third-party vendors are feel-good factor, but not in the best interest of the client, the law firm, or the service provider. A third-party typically charges the law firm for the service of locating professionals as well as charges the service provider to be listed with the third-party vendor. It's a known fact that many third-party vendors reach out to the exact online marketplaces where the legal support service providers could be found by the law firms direct. Meaning, at the end of the day, the real winner in this scenario is the third-party vendor and not the law firm, the law firm client, or the legal support service provider.
- The pushback of billable hours is squashed as savvy law firms understand that prioritizing clients' best interest is a must for growth. In addition, with the time-saving benefits of direct marketplace usage, the time gained can be used for more important tasks such as case discovery and trial preparation.

Law firms require many different tools to complete tasks for litigation cases and the Internet gives access to those tools. Now, more than ever, clients involved in litigation need lawyers to monitor expenditures while still getting top-notch legal support services. Marketplaces are that tool that law firms can take advantage of, ensuring clients that their lawyer has their best interest at the forefront.

COVID-19 saw the prompt demand for law firms to pivot with everything from online depositions to videoconference meetings to keep trial preparation in motion. The pivot opened the eyes of many law firms to see those online services as beneficial when they were forced to activate a backlog of caseload after in-person shutdowns.

Marketplaces are here to stay. Online services are here to stay. Online marketplace professional services are currently used most by the savvy, client-centered law firms as they focus on getting the best support services at the best price. It's only a matter of time before all law firms fully embrace the online marketplace opportunities. When they do, lawyers will wonder why the online platform usage was not put in place sooner.

An example of cost-saving benefits for law firms is www.ecourtreporters.com. eCourt Reporters, Inc., is the only free marketplace of its kind that provides paralegals and attorneys direct access to certified court reporters.

The legal community continues to work through emergency orders that are extending court deadlines, the backlog continues to grow with the current caseloads and the addition of new court filings.

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A free service to law firms.

We all need to prepare for the influx of necessary professional services that are growing as social distancing requirements are lifted, which we're seeing already. There is no better way than to use the tremendous benefits that marketplaces offer for direct access to service providers. Legal service access through marketplaces really is a wonderful thing, and when it improves litigants' lives, the results law firms experience are extremely rewarding.



ABOUT THE AUTHOR:

Karen Renee, President of eCourt Reporters, graduated with honors from Alfred State College court reporting program, Alfred, New York, in 2008. Karen was awarded 2018 Legal Innovator of the Year by the State Bar of Wisconsin and Legal Innovation Use of Technology by the National Court Reporters Association.

Company Info: eCourt Reporters' provides attorneys and paralegals the ability to search and select certified court reporters and legal videographers free with the latest technology.

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How Complex Is Legal Translation? What You Need to Know



Legal translation services deal with the translation of text that is to be used within the legal system. It is vital because documents that will be used for legal purposes are generally required to be in the official language of the court which has jurisdiction.

Documents for legal translation cover a wide base. It includes, but is not limited to, transcripts, identity documents, financial reports, legal rulings and precedents, official reports, witness statements, to just name a few. Since it deals with delicate subject matter that must be faithfully translated for the benefit of all parties, it is best to find certified legal translation services for the best results.

If you're on the lookout for legal document translation services, then this article is perfect for you. We will talk about the different intricacies that go into translating documents for legal purposes, along with everything you need to know about hiring a legal translation agency.

How is legal translation different from regular translation?

Translating legal documents is one of the most complex subtypes of translation in general. Minor mistakes, ambiguity, or misinterpretation have no place in these documents. These minor mishaps can lead to major repercussions, so more care and attention is put into legal translation.

Moreover, the unique terminologies in the law require research and understanding. It is not something one can do a quick Google search on, as the translator will need to fully understand the context and meaning of each term.

By: eTranslationServices

A mistake in the translated document can result in a document being void or an unfavorable ruling. If a judge were to look at a piece that has a single mistake, then it could lead them to think that the whole document can no longer be relied on. This wastes the time, effort, and resources of all the parties involved.

What skills are needed to become a professional legal translator?

Translation in itself is already a challenging task. Once you factor in the context that it will be used for, you will find that it can be more complex than you think.

It takes a lot of skill, hard work, and practice to master legal translation. Whether you want to become one in the future or you're simply curious about how it works, read on. These are the skills needed to become a legal translator:

In-depth understanding and knowledge of legal systems.

While it's not a requisite to be a lawyer to handle legal translation, knowledge of the law is crucial. Legal translation does not merely rely on a word per word translation. One cannot just substitute phrases or words from one language to another. Context is essential.

A translator must have a knack for writing and understanding legal terminology for both the source and the target language. It takes a lot of research and effort since the translator will also need further comprehension of the legalities from both languages.

Appreciation of the importance of legal terminologies.

Just like any field, the law and those who practice it use terms that are specific to their industry. These are words or phrases that people do not typically use in everyday situations.

Legalese refers to the formal and technical language of documents that is often hard to understand for most. Certified translation for legal documents is necessary to ensure that you get the highest quality conveyance of legal transcripts, etc.

A literal word-for-word translation of any piece of writing can cause adverse effects. Such is particularly true when it comes to the law, which could affect the life, liberty, or property of individuals. Hence, a translator must know the ins and outs of legal terms in both languages to use them correctly and within context.

The legal language is its own kind. It requires complete coherence, utmost precision, as well as respect for local customs and practices. A lack of any of these can fail to accurately convey issues, rights, and other legal obligations set forth by the source. This can result in serious legal ramifications, so be careful when you choose a legal translation service.

How do I find the best legal translator?

A machine can't replace the degree of accuracy that an experienced and skilled translator offers. We recommend a translator that can offer the best output. If you're thinking about hiring a legal translator, here are some things you should consider:

Reliability and confidentiality.

We've already emphasized the level of skill required from a legal translator, but reliability is equally essential. They must be open to communication with the client, as that will allow them to understand the surrounding circumstances of the document. Knowing the context of the instrument will give them the best insight when translating the document.

Be sure that your chosen translator has their lines open, as well as being receptive to feedback. One quick way to check this is to see how soon they respond to questions, and how well they answer. Good customer service is a sign of a quality legal translation agency.

Due to the nature of legal documents, you should also make sure that they offer the utmost confidentiality. If they will handle sensitive documents, ask if they can provide a non-disclosure agreement or be ready with one of your own. This way, you can ensure confidentiality.



Experience with legal translation.

Many translation agencies claim expertise in a field, but not all have the experience to back their claims. It can be hard to trust their services, especially if you don't know if they have experience handling legal documents.

Make sure to check the credentials of a translation agency. If you can, ask for a sample of their translated work for legal documents or an example. Ask as many questions as possible because translating the law should not be taken lightly.

We hope that this article helped you understand the complexity and technicality of legal translation. If you have any questions, feel free to reach out, and we will be more than happy to help you out!

ABOUT THE AUTHOR:

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Master Storytelling for Job Interviews

By: Holly A. Sheriff, MSLS, MMC, CCC, PCC, LPCC, CPP
 On behalf of Best Virtual Paralegal LLC |
BVP Services ("BVP")



Do you struggle with knowing what to say in interviews? Do you practice for what seems like forever and TRY TO MEMORIZE YOUR RESPONSES, BUT IT JUST DOESN'T WORK? Job seeker who can successfully convey his or her abilities to communicate, solve pain points, and show his or her values through telling a story have the advantage over other applicants. Story telling can be a powerful effective strategy for answering the question "Who are you? Or why should we hire you? By using these questions interviewer want to know your story.

What is Storytelling?

Story telling is a self-testimonial of the hard work you have taken to overcome challenges, render results in the workplace, and it delivers your strengths in a way that people connect with you. There is nothing more powerful than a great story. Every story has three (3) parts, a beginning, middle, and the end.

Know Your Audience

When using storytelling in an interview you need to know your audience and set the stage and make them feel like they are a part of the journey. You should start by outlining the conflict or problems they are trying to solve by hiring someone.

Be the Solution (the Hero)

In the second step to storytelling is, you should offer a solution to the problem you outlined in step one. Here is where you can demonstrate you understand why they need to fill the role, and highlight that you have the skills, education, and the same values to be their next hero.

Call to Action

At the end of every great story the hero and heroine ride off in the sunset, after finally winning the war or resolving the conflict. This is the third and final step to your story.

In storytelling for job interviews, at the end of interview you want to thank them for their time and share your enthusiasm for the role and include a strong call to action statement such as "I am confident I can make a valuable impact as your next paralegal. Please call me at 777-777-7777 to if you have any other questions. Otherwise, I'll follow-up with you on XX, Thank you."

There is no dispute—being able to deliver a clear message that inspires the interviewer into action is a career game changer. Goodbye babbling meaningless chatter during interviews. . . hello storytelling!



ABOUT THE AUTHOR:

Holly A. Sheriff, MSLS, MMC, CCC, PCC, LPCC, CPP is a virtual paralegal and certified business, career, and life coach who works with legal professionals to help them build thriving practices and satisfying careers. Connect with Holly via [LinkedIn](#) | [\(636\) 541-3777](tel:6365413777)



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CobbleStone Software – Paralegals Go-to Contract Lifecycle Management Solution

By: Joshua Hansen
Cobblestone Software



Optimizing contract management procedures proves vital to improving legal organizations of ranging sizes. As organizations' contracts' complexity and volume grow, paralegals can find that manual contract management methods – involving wet signatures, decentralized document storage, emails, spreadsheets, and others – cannot keep up with the modern digital legal landscape. CobbleStone has built a system utilizing artificial intelligence with machine learning to help organizations successfully overcome contract mismanagement. CobbleStone® can help paralegals, legal assistants, and lawyers efficiently manage contracts with a robust, user-friendly, and centralized contract lifecycle management suite that can seamlessly scale with organizational needs.

CobbleStone Software was founded over 20 years ago with the mission of helping legal professionals easily manage contracts effectively and efficiently with unparalleled oversight. CobbleStone's constant introduction of innovative CLM software tools establishes itself as a steadfast pioneer in the CLM industry. CobbleStone Contract Insight® continues to lead the way in future-minded CLM functionalities, features, and seamless integrations – such as advanced AI-powered contract automation, contract data tracking, and key date alerts.

Considering CobbleStone has a rich history in client prioritization and satisfaction, we continue to anticipate and provide in-demand services and functionalities that streamline our users' strategic and day-to-day contract management objectives. As a consistent CLM innovator, CobbleStone capitalizes on emerging technologies to offer industry-leading solutions that can be configured and maintained via a user-friendly interface – virtually free of highly complicated and priced code customizations.

VISDOM® AI, CobbleStone's artificial intelligence engine with machine learning, sets CobbleStone apart - as its clause identification, built-in data extraction, contract authoring, risk assessment functionalities, and workflow processing simplify contract management processes. VISDOM can streamline many tedious processes – affording paralegals more time to focus on higher priority tasks. Additionally - IntelliSign®, CobbleStone's proprietary digital and electronic signature tool, automates signing processes that can reduce send-to-sign time by up to twenty percent

CobbleStone's user-friendly CLM software can help optimize contract opportunities, support compliance with the help of an integrated OFAC search tool, proactively identify risk with VISDOM artificial intelligence, and expedite contract lifecycle management processes with contract workflow automation configurations. CobbleStone Contract Insight's renowned flexibility and user-friendliness can be attributed to its highly configurable user permissions, dashboards, role-based experiences, workflows, reports, alerts, contract types, fields, and many other features. CobbleStone's flexible hosting options – web-enabled/SaaS or deployed/on-premise – and licensing options – named or concurrent and roles – virtually ensure that software users receive the right solutions that are tailored to their organizations' needs.

CobbleStone's continuous enhancement of CobbleStone Contract Insight CLM software with user-friendly and innovative features include furthering advancements in contract artificial intelligence. CobbleStone data scientists continue innovating VISDOM'S NLP - Natural Language Processing - with robust data sets to increase language accuracy and recommendations. CobbleStone Software envisions an exciting future for itself as a proven, innovative force within the CLM industry.

CobbleStone has empowered paralegals around the globe with industry-leading CLM software tools for over twenty years. CobbleStone's optimized implementation practices and user-friendly software features can provide paralegals with a quick ROI, stemming from proven contract lifecycle management efficacy and efficiency. It's no wonder why exceptional paralegals, domestically and internationally, continue to leverage CobbleStone Contract Insight as their go-to CLM software solution.

ABOUT THE AUTHOR

Mark Nastasi is Executive Vice President at CobbleStone Software.



ABOUT COBBLESTONE SOFTWARE

CobbleStone Software provides leading eSourcing Software, Vendor Management Software, and contract lifecycle management software named Contract Insight™ as a web-enabled (SaaS) or deployed (on-premises) solution. CobbleStone Software is used by over two hundred thousand users globally. Founded in 1995, CobbleStone was among the first and most experienced companies to offer a vendor contract management software product and continues to be a leader with full vendor, procurement, and contract lifecycle management software.

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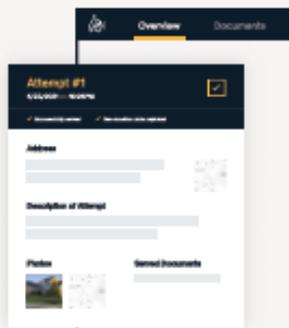


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