

Agenda

Complying with Rules of Professional Conduct and Ethics during Litigation *P. Green*

- Duty to preserve client confidences
- Duty to keep clients fully informed
- Duty to be diligent
- Duties of truthfulness, candor and full disclosure

Assisting with Formal Discovery *E. Buchanan*

- Drafting discovery documents
 - Interrogatories
 - Requests for production
 - Requests for admission
- Responding to discovery requests
- Participating in motions to compel
- Managing and organizing discovered information

Locating and Working with Expert Witnesses *E. Cassidy*

- Determining when an expert is needed
- Locating experts and reviewing experts' qualifications
- Communicating with experts

International Discovery in Litigation and Arbitration *E. Cassidy*

- Discovery in international arbitration
- Discovery in international litigation
- Privilege issues in international disputes
- The Hague Convention
- Electronic discovery issues in international disputes

Can't Attend? Order the Manual and the Audio from the Live Seminar as a Self-Study Package!

Audio recordings of this seminar are available for purchase starting at \$269. See registration panel for more information and please refer to specific state licensing rules or certification requirements to determine if this learning method is eligible for continuing education credit.

Discovery & Evidence for Paralegals
Arlington, TX - Tuesday, January 14, 2020

NON-PROFIT
U.S. POSTAGE PAID
EAU CLAIRE, WI
PERMIT NO. 2016

HalfMoon Education Inc.
PO Box 278
Altoona, WI 54720-0278



Learning Objectives

You'll be able to:

Comply with rules of professional conduct and ethics during litigation.

Assist with the preparation of interrogatories, requests for production and requests for admission.

Manage and organize discovered information.

Locate expert witnesses and review experts' qualifications.

Assist with discovery in international litigation and arbitration.

Handle e-discovery issues in international disputes.



Find us on
Facebook

Discovery & Evidence for Paralegals

Arlington, TX - Tuesday, January 14, 2020



Comply with ethics rules during discovery, including ethical duties for truthfulness, candor and full disclosure

Draft interrogatories, requests for production and requests for admission

Respond to discovery requests and participate in motions to compel

Locate and work with expert witnesses

Participate in discovery in international litigation and arbitration

Continuing Education Credits

Texas Certified Paralegals

- 6.5 Family Law CLE Hours
- 6.5 Civil Trial Law CLE Hours

NALA

6.5 CLE Hours (1.0 Ethics)

NFPA

6.5 CLE Hours (1.0 Ethics)



HalfMoon Education Inc.
WWW.HALFMOONSEMINARS.ORG



Paul Green *Calhoun Bhella Sechrest*
Mr. Green represents large and small companies and individuals in various complex litigation matters. His practice primarily focuses on commercial litigation disputes involving fraud, breach of contract, business torts and various statutory and common law claims. He has vigorously and successfully represented clients in both federal and Texas state courts in cases involving agribusiness, construction, personal injury, and real estate, among others. Past clients include Fortune 500 companies, small business owners, and start-up companies. Mr. Green has extensive trial experience, including having tried over 20 cases to jury.

Emily Buchanan *haynesboone*
Ms. Buchanan is an associate in the firm’s Litigation and Insurance Recovery Practice Groups in the Dallas office of Haynes and Boone. Her practice focuses primarily on representing commercial policyholders in insurance coverage disputes. Ms. Buchanan advises clients regarding insurance programs and risk management efforts, as well as representing insureds in disputed insurance claims through negotiation, alternative dispute resolution, and litigation. Her experience spans a wide range of business insurance, including various liability coverages, property and casualty coverage, and other specialized forms of coverage

Eric Cassidy *Gregor Cassidy Wynne, PLLC*
Mr. Cassidy is recognized by Thomson Reuters as a litigator in the top five percent of business trial lawyers in Houston. Mr. Cassidy’s legal practice focuses on trying complex commercial cases, for big and small clients, both in court and arbitration. He has a proven track record of success. He began his career by trying traditional oil and gas and commercial cases for a prestigious boutique law firm. Mr. Cassidy aggressively prepares each case for trial to a verdict or award. This approach adds value by streamlining costs and often forcing the opposition to reach a business solution or settlement to avoid an adverse result. Mr. Cassidy has years of experience in commercial litigation, royalty cases, fraud and white-collar defense, domestic and international arbitration, trade secret litigation and internal investigations, and qui tam cases. As a first-chair trial lawyer, he has represented energy companies, software companies, oil and gas clients, executives, and businesses in nearly every kind of commercial case. No two clients are the same, and no two cases are the same. Mr. Cassidy’s history and experience make him uniquely qualified to resolve his client’s legal needs.

Seminar Information

The Bob Duncan Center
2800 South Center Street
Arlington, TX 76014
(817) 465-6661

Registration
8:00 - 8:30 am

Morning Session
8:30 - 11:45 am

Lunch (On your own)
11:45 am - 12:45 pm

Afternoon Session
12:45 - 4:30 pm

Tuition
\$289 for individual registration
\$269 for three or more registrants from the same company at the same time.

Included with your registration: *Complimentary continental breakfast and printed seminar manual.*

How to Register

- Visit us online at www.halfmoonseminars.org
- Mail-in or fax the attached form to 715-835-6066
- Call customer service at 715-835-5900

Cancellations: Cancel at least 48 hours before the start of the seminar, and receive a full tuition refund, minus a \$39 service charge for each registrant. Cancellations within 48 hours will receive a credit toward another seminar or the self-study package. You may also send another person to take your place.

Continuing Education Credit Information

This seminar is open to the public. The Texas Board of Legal Specialization has approved this course for 6.5 CLE hours, in the specialty areas of Family Law and Civil Trial Law for certified paralegals.

The National Association of Legal Assistants has approved this course for 6.5 CLE hours, including 1.0 ethics hour, for its certified paralegals.

The National Federation of Paralegal Associations has approved this course for 6.5 CLE hours, including 1.0 ethics hour, for its certified paralegals.

Attendance will be monitored, and attendance certificates will be available after the seminar for most individuals who complete the entire event. Attendance certificates not available at the seminar will be mailed to participants within fifteen business days.

Can’t Attend? Order the Manual and Audio from the Live Seminar as a Self-Study Package!

Audio recordings of this seminar are available for purchase starting at \$269. See registration panel for more information and please refer to specific state licensing rules or certification requirements to determine if this learning method is eligible for continuing education credit.

Additional Learning

Federal Fiduciary Income Tax Workshop
A Two-Part, Online Webinar Series
Wednesday, December 11, 2019

- Income Taxation of Estates: Basic Concepts and Issues
- Income Taxation of Trusts: Basic Concepts and Issues
- Fundamental Fiduciary Tax and Accounting Concepts

Thursday, December 12, 2019

- Income Reportable by Fiduciaries
- Deductions Available to Fiduciaries
- Tax Calculations, Credits, Payments and Special Rules
- Special Issues and Situations
- Sample Problems for Form 1041 Preparation

Included with webinar registration: A PDF copy of the Federal Fiduciary Income Tax Workshop Manual!

Written exclusively for HalfMoon Education Inc. by attorney and tax professional Steven G. Siegel J.D., LL.M. In this comprehensive, 370-page manual you’ll learn about fiduciary income tax policy, and you’ll get tips on return preparation.

For more information, visit:
www.halfmoonseminars.org/webinars/

Registration

How to Register

Online:
www.halfmoonseminars.org

Phone:
715-835-5900

Fax:
715-835-6066

Code:

Mail:
HalfMoon Education Inc.,
PO Box 278, Altoona, WI
54720-0278

Complete the entire form. Attach duplicates if necessary.

Registrant Information

Name: _____
Company/Firm: _____
Address: _____
City: _____ State: _____ Zip: _____
Occupation: _____
Email: _____
Phone: _____

Additional Registrants:

Name: _____
Occupation: _____
Email: _____
Phone: _____

Name: _____
Occupation: _____
Email: _____
Phone: _____

Email address is required for credit card receipt, program changes, and notification of upcoming seminars and products. Your email will not be sold or transferred.

() I need special accommodations. Please contact me.

Tuition

() **I will be attending the live seminar.** Single Registrant - **\$289.00**. Three or more registrants from the same company registering at the same time - **\$269.00** each.

() **I am not attending.** Please send me the self-study package:
☐ Downloadable MP3 Audio/PDF Manual for **\$269.00**.
☐ CD/Manual Package for **\$289.00**. ☐ USB/Manual Package **\$289.00**.
(S&H included. Please allow five weeks from seminar date for delivery)

Checks: Make payable to HalfMoon Education Inc.

Credit Card: *Mastercard, Visa, American Express, or Discover*

Credit Card Number: _____
Expiration Date: _____ CVV2 Code: _____
Cardholder Name: _____
Billing Address: _____
City: _____ State: _____ Zip: _____
Signature: _____
Email: _____