

THURSDAY, APRIL 11TH

RESEARCH & EFFICIENCY TRACK (3 sessions)

1:00 – 2:00 p.m.

Cost Effective/Time Efficient Legal Research

Learn how to save time and money using reliable free legal resources on the Internet. Learn which resources may be worth the \$\$\$ to help save time. Participants will receive access to a website with reliable, free and low-cost Internet sites to help streamline future research efforts.



Ann Walsh Long is the Head of Research & Digital Collections/Assistant Professor of Law at the Lincoln Memorial University Duncan School of Law. As a former law firm librarian, Ann taught hundreds of summer and new associates how to conduct cost-effective legal research and advised firms on how to recover those costs from clients. Professor Long teaches Legal Research I, II, and III and Advanced Legal Research. She is the author of *A SHORT & HAPPY GUIDE TO ADVANCED LEGAL RESEARCH* (West Academic 2019) that explains which legal resources are the most cost and time efficient during each of the five stages of civil litigation. Professor Long received a J.D. degree from Lincoln Memorial University Duncan School of Law, a master's degree in Library and Information Science from Catholic University of America, and a B.A. from Colorado College.

2:15 – 3:15 p.m.

Cybersleuthing: People Searching and Social Networks

While the internet is a phenomenal source of information, its vastness renders it terribly inefficient for identifying focused, valuable information. Attendees will learn how to become familiar with the tools to “cybersleuth” publicly available information in a structured and methodical manner. While popular social media sites such as Twitter, Instagram, and Facebook are covered in detail, the presentation delves much deeper into the extensive resources available online for researching personal and corporate information to assist in your cases.



Bill Dean is a Senior Manager in LBMC's Information Security Services division and is responsible for incident response, digital forensics, electronic discovery and overall litigation support. Bill has more than 20 years of information technology experience with a specialty in information security and digital forensics for the past 10 years. Prior to LBMC, he served as the Director of Security Assessments and Digital Forensics for Sword & Shield Enterprise Security Inc. Bill was also the founder of Forensic Discoveries, before merging with Sword & Shield Enterprise Security and served as a senior security analyst responsible for information security for a large healthcare organization. In these roles, he was responsible for digital forensics to support litigation, incident response services, penetration testing, and overall security defense posture. In these roles, he has been qualified as an expert witness in Federal Courts and Tennessee State Courts. Bill is a frequent speaker and published author on the topics of computer security, digital forensics and electronic discovery for numerous legal and technical associations.

3:15 – 4:15 p.m.

Microsoft Word Power Tips for Legal Users

Most lawyers find Microsoft Word to be a constant source of frustration. It's the primary tool we use to produce work product, yet it so often seems to be working against us. Learn to master Word, leading to faster turn-around, higher drafting accuracy and better client service. Learn exactly how to fix the common legal drafting problems plaguing you now and avoid them in the future.



Barron Henley is one of the founding partners of Affinity Consulting Group, a legal technology consulting firm focused on automating and streamlining law firms and legal departments. He earned his B.S./B.A. (marketing and economics) and J.D. from The Ohio State University and is a member of the American, Ohio and Columbus Bar Associations, and the Worthington Estate Planning Council. He is a member of both the ABA Law Practice Management and the Real Property Trust and Estate Law ("RPTE") Sections. He's a member of RPTE Futures Task Force, a Board Member for the ABA TECHSHOW, and is the former Chair of the Ohio State Bar Association Law Office Automation & Technology Committee. Mr. Henley heads Affinity's document assembly/automation and software training departments; he is a renowned expert on Microsoft Word, Adobe Acrobat and HotDocs document assembly software; and has authored legal-specific manuals on HotDocs, Adobe Acrobat, and Microsoft Word, Excel & Outlook. Barron is also an expert in launching new law firms, overhauling existing firms, and documenting and re-engineering law firm processes. Finally, Barron teaches continuing legal education (CLE) classes throughout the U.S. and Canada covering a wide variety of topics related to law practice management, technology and ethics.
