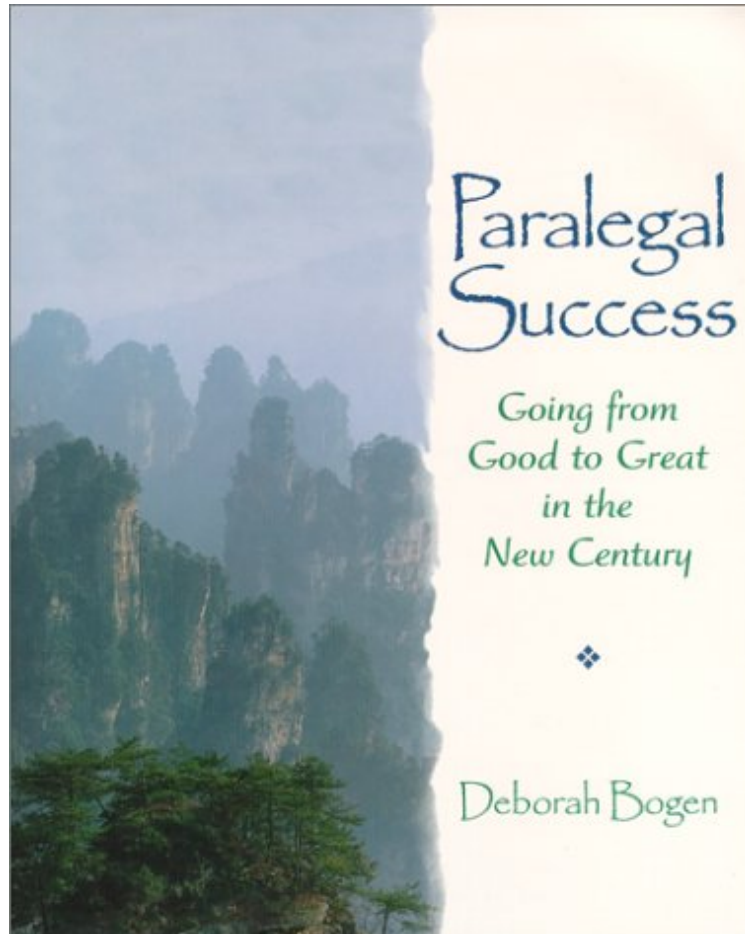


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Deborah Bogen

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Deborah Bogen : Paralegal Success: Going from Good to Great in the New Century before purchasing it in order to gauge whether or not it would be worth my time, and all praised Paralegal Success: Going from Good to Great in the New Century:

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Paralegals By A Customer Bogen's book is the type of book I searched for when I got started in the legal field 10+ years ago. I have worked for the County District Attorney and civil law firms (small, medium and large) so my focus is litigation. However, Bogen's book focuses on the paralegal and not the practice area so it is relevant for everyone. I found reinforcement for ideas I had already developed, plus I picked up some new tips or outlooks on areas that are common in the legal field. This is a book that will help both new and experienced paralegals.

Featuring an insider's look at the profession of paralegalism, this book is a thoughtful, hands-on, real-life guide to creating and succeeding at a legal career. It includes tools that will help the reader assess their skills, their employer, and their chances for success in a particular legal setting, enabling them to become true professionals with top-notch skills and a resume to match. What does it mean to be a paralegal. Time to get the job. Your first day, week, and month on the job. Organizing your work life. Performance evaluations. Secrets of success. How to effect change. Continuing education. Law office politics. Your five year plan and other career builders. Paralegal makes partner. Beyond the law office. Computers. Family, health and happiness. For paralegals just starting out, paralegals in the middle of their careers who need a boost, and senior paralegals ready to move into a new position.

From the Back Cover Featuring an insider's look at the profession of paralegalism, this book is a thoughtful, hands-on, real-life guide to creating and succeeding at a legal career. It includes tools that will help the reader assess their skills, their employer, and their chances for success in a particular legal setting, enabling them to become true professionals with top-notch skills and a resume to match. What does it mean to be a paralegal. Time to get the job. Your first day, week, and month on the job. Organizing your work life. Performance evaluations. Secrets of success. How to effect change. Continuing education. Law office politics. Your five year plan and other career builders. Paralegal makes partner. Beyond the law office. Computers. Family, health and happiness. For paralegals just starting out, paralegals in the middle of their careers who need a boost, and senior paralegals ready to move into a new position. About the Author Deborah Bogen's poems and reviews appear widely. Her first full-length collection, *Landscape with Silos*, won the 2005 XJ Kennedy Poetry Prize and was published by Texas Press in 2006. Recent poetry can be found in *Shenandoah*, *The Gettysburg*, *Field*, *Margie*, and *Poetry International*. Her chapbook, *Living by the Children's Cemetery*, was selected by Edward Hirsch as winner of the 2002 *ByLine Press Chapbook Competition*. She now lives in Pittsburgh, Pennsylvania, where she runs free fiction and poetry workshops. Bogen's latest collection, *LET ME OPEN YOU A SWAN* (Elixir Press, 2010), won the *Antivenom Prize* judged by Michelle Mitchell-Foust.