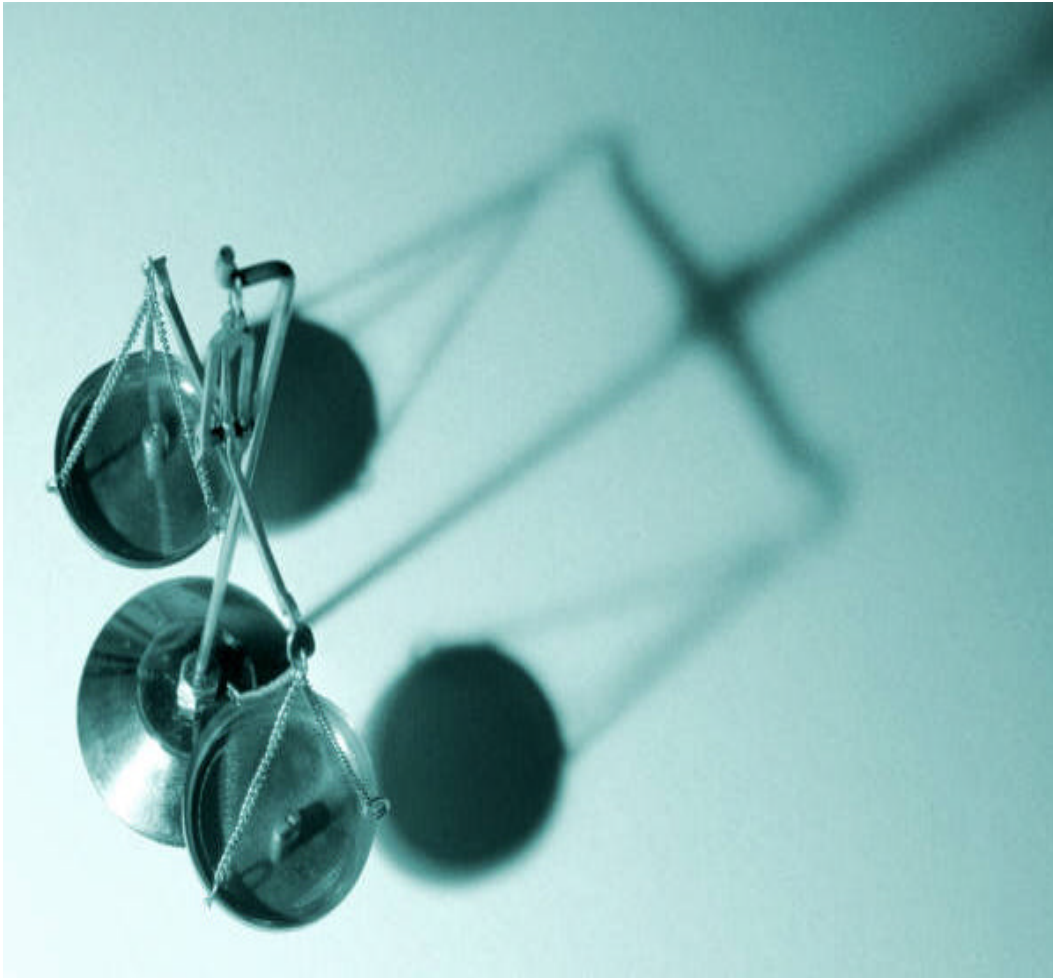


NEALSP- Northeast Arkansas Legal Support Professionals

Member of NALS, the association for legal professions

Member of AALS, The Association for Arkansas Legal Support Professionals

The Legal Issue



Volume 18, No. 3 – Spring, 2006

Table of Contents

President's Message, Joyce Morgan	3
OTHER OFFICER REPORTS:	
Report of Vice-President, Christy Thompson	4
Treasurer's Reports, Kara Whitehead	5
Minutes of Past Meetings, Misty Currier	8
Report of Acting State Director, Mimi Mangrum	11
COMMITTEE REPORTS:	
Roast Committee	12
Scholarship	13
Website	14
AALS News	15
NALS News	16
ALS/PLS Mock Exam	17
LEGAL ED: Legal Quiz, submitted by Charlie Patterson	19
FUNDRAISER AD: St. Patrick's Day Souper Luncheon!	20
Article: Adventures in email: Think before you hit send. By Donna Rosato, Money Magazine	21
Article: Public Speaking Gaffes: Taking the Podium By Donna Rosato, Money Magazine	22
2005-2006 Committee Chairs/Members	23
2005-2006 NEALSP Officers	24
PHOTOS	25



A Note from Your President!

WOW—what an exciting year we've had! I just want to say a **GIANT THANKS** to everyone for your efforts in making this year a **TREMENDOUS SUCCESS!** Here's a recap of everything we've done, so far:

April 5, 2005	"50's" Celebration - Installation of New Officers!
April 22, 2005	AALS Annual Meeting in Hot Springs
May 3, 2005	Legal Ed: Mike Gott - "Living Wills/Schiavo Case"
May 17, 2005	"Work-Out" Meeting at my house to plan our new year ahead!
June 7, 2005	Legal Ed: Val Price - "Wills of the Rich & Famous"
June 4, 2005	Fundraiser - Garage Sale at my house
June 15, 2005	Fundraiser - BBQ Lunch (Charity: Leftover Food to Women's Crisis Center)
June 24, 2005	AALS Leadership Retreat - Ferncliff
July 5, 2005	Legal Ed: Corey Seats - "Drug Task Force"
July 30, 2005	Region 6 Meeting in Natchez, MS
August 9, 2005	Legal Ed: Lesley Graham - "Women's Crisis Center/Rape Prevention"
August 14, 2005	Charity: Mosquito Bash Blood Drive @ Indian Mall
August 23, 2005	Voted to change our name from JLSA to "NEA Legal Support Professionals!"
Sept. 9, 2005	AALS Fall Business Meeting - Saline County
Sept. 13, 2005	Legal Ed: Andrea Hicks - "Hate Crimes"
Sept. 17, 2005	Charity: "Doctors v. Lawyers Basketball Game for former Judge Bill Webster" (Charity: Leftover Concessions to Central Baptist Church for Hurricane Katrina Victims)
Sept. 20, 2005	Charity: \$150 Donation to NALS Hurricane Katrina Victims
Sept. 24, 2005	Misty Currier takes & passes ALS Exam!
Oct. 11, 2005	Mayor Proclamation Signing - Court Observance Week
Oct. 13, 2005	Court Observance Evening Special Event-Judge Fergus, Rep. Chris Thyer & Scott Emerson-"The Constitution & The Bill of Rights" and Courtroom Information (Refreshments served!)
Nov. 8, 2005	Legal Ed: Warren Dupwe - "New Bankruptcy Laws"
Nov. 15, 2005	Charity: Thanksgiving Food Donations, plus \$50 Kroger Gift Card for Women's Crisis Center
Dec. 10, 2005	FUN Christmas Party!
Dec. 11, 2005	Charity: Wrapping Booth @ Indian Mall to benefit Women's Crisis Center
Dec. 21, 2005	Charity: Shopping & Huge Christmas Donation to Women's Crisis Center in conjunction with the Craighead County Bar Association (\$500 from Bar - \$100 from NEALSP)!
Jan. 10, 2006	Legal Ed: Barbara Halsey - "Professionalism in the Work Place"
Jan. 20, 2006	AALS Winter Board Meeting - Hot Springs
Jan. 28, 2006	Roast & Toast of Retired Judge David Goodson!
Feb. 7, 2006	Legal Ed: Matt Knight-MidSouth Behavioral Health - "Stress/Stress Relief"
Feb. 21, 2006	Scholarship: Named Scholarship Winner of \$600 - Rachel Anne Geddie of Jonesboro High

Also, our members purchased nice blue shirts with our logo! We have an awesome website, www.nealsp.org and an outstanding publication, "The Legal Issue;" we gained five new members; we manage the Craighead County Courthouse Drop Boxes; and, we're not finished yet! We're having another fundraiser—a "St. Patty's Day Luncheon" on March 17th, and we're looking forward to having our election of new officers, voting for award recipients and our annual Bosses night! One thing is for sure—**NOBODY CAN ACCUSE US OF BEING "INACTIVE!"** I can't wait to see the history book that Andrea is making highlighting all of the above events—I know it's going to be spectacular! Again, I want to THANK everyone again for such an AMAZING year of **EXCELLENCE**, and I look forward to what lies ahead!

Proud to Serve With You! - Joyce Morgan NEALSP President

Report of Vice-President

Christy Thompson

I hope this newsletter finds everyone in good spirits, and well-rested. We have had an unusually busy year, and we haven't let up much at all since the last newsletter was published.

The Roast for Judge Goodson was a terrific success. The turnout was great, the food was good, the roasters entertaining, and the whole project was enjoyed by all. Mimi Mangrum is to be commended for the great job she did in coordinating the roast, as is Linda Jones and Johna Davis.

We had a FUN Christmas party, some charitable donations made, informative legal ed sessions, and we purchased our own domain name, a project of my very own!

We gained four new members this year, which is a great achievement. At our last meeting, it was decided that a membership drive would be held in a few months, due to all the projects that we have been so active with, including an upcoming fundraiser on March 17. If any of you hear of anyone interested in our group, feel free to contact me and I will get an information packet to that person.



Our next "Legal Issue" deadline will be announced at a later time, once it has been decided who will be in charge of the publication for the 2006-2007 year.

I have enjoyed not only working on the publication this year, but also the website, as well as serving as your Vice-President. The has been a year of great achievement for our group, and I am very proud to be a member!

Christy Wilson

Treasurer's Reports

Kara Whitehead

DECEMBER, 2005—SCHOLARSHIP FUND

Balance as of November 15, 2005	\$1,416.08
DEPOSITS/CREDITS NONE	
TOTAL DEPOSITS/CREDITS	\$ 0.00
DISBURSEMENTS NONE	
TOTAL DISBURSEMENTS	\$ 0.00
Balance as of December 13, 2005	\$1,416.08

DECEMBER, 2005—GENERAL FUND

Balance as of November 15, 2005	\$ 385.92
DEPOSITS/CREDITS	
10-12-05 Interest \$0.05	
11-9-05 Interest \$0.04	
12-13-05 Deposit (dues, B. Welch) \$5.00	
TOTAL DEPOSITS/CREDITS	\$ 5.09
DISBURSEMENTS	
11-15-05 Kroger (Thanksgiving donation) \$50.00	
11-15-05 Simply Delicious (Roast deposit) \$100.00	
12-2-05 Postmaster (PO box rental) \$40.00	
TOTAL DISBURSEMENTS	\$ 190.00
Balance as of December 13, 2005	\$ 201.01

Treasurer's Report's, cont.

JANUARY, 2006—SCHOLARSHIP FUND

Balance as of December 13, 2005				\$1,416.08
DEPOSITS/CREDITS				
1-17-06	Interest	\$0.67		
1-17-06	Box payment (N. Dickson)	\$20.00		
TOTAL DEPOSITS/CREDITS				\$ 20.67
DISBURSEMENTS				
12-21-05	Transfer to checking	\$500.00		
TOTAL DISBURSEMENTS				\$ 500.00
Balance as of January 17, 2006				\$ 936.75

JANUARY, 2006—GENERAL FUND

Balance as of December 13, 2005				\$ 201.01
DEPOSITS/CREDITS				
12-9-05	Interest	\$.02		
12-21-05	Bar Assoc. (Xmas)	\$500.00		
12-21-05	Transfer from savings	\$500.00		
1-17-06	Dues (Davis/Mangrum)	\$ 10.00		
TOTAL DEPOSITS/CREDITS				\$1,010.02
DISBURSEMENTS				
12-13-05	Christy Wilson (domain purchase)	\$43.52		
12-21-05	Bank (cash) (Xmas donations)	\$500.00		
12-21-05	Bank (cash) (Xmas gifts)	\$100.00		
1-7-06	Postmaster (Postage/roast)	\$122.40		
TOTAL DISBURSEMENTS				\$ 765.92
Balance as of January 17, 2006				\$ 445.11

Treasurer's Report, cont.

FEBRUARY, 2006—SCHOLARSHIP FUND

Balance as of JANUARY 17, 2006	\$936.75
DEPOSITS/CREDITS NONE	
TOTAL DEPOSITS/CREDITS	\$ 0.00
DISBURSEMENTS NONE	
TOTAL DISBURSEMENTS	\$ 0.00
Balance as of February 21, 2006	\$936.75

FEBRUARY, 2006—GENERAL FUND

Balance as of JANUARY 17, 2006	\$ 445.11
DEPOSITS/CREDITS	
1-11-06 Interest	\$.04
1-30-06 Roast Proceeds	\$2,173.00
1-30-06 Roast Proceeds	\$ 573.00
2-9-06 Interest	\$.04
TOTAL DEPOSITS/CREDITS	\$2,746.08
DISBURSEMENTS	
1-17-06 Linda Jones (Roast supplies)	\$ 122.47
1-28-06 Simply Delicious (Roast catering)	\$2,691.08
2-20-06 NEA Trophies (Roast gift)	\$ 45.90
2-20-06 Kim Cooksey (Roast corsages)	\$ 14.04
TOTAL DISBURSEMENTS	\$2,873.49
Balance as of February 21, 2006	\$ 317.70

Minutes of Past Meetings

Misty Currier

NEALSP MINUTES OF BUSINESS MEETING DECEMBER 13, 2005 COURTHOUSE ANNEX

The December business meeting was called to order at 12:10 p.m. by President Joyce Morgan.

Members in attendance were Trina Ferrell, Kara Whitehead, Christy Wilson, Brenda Welch, PLS, Andrea Hicks, PLS, Michelle Grilletta, PLS, Sharon Davis, PLS, Amber McKee, Mimi Mangrum, Joyce Morgan and April Rasdon.

NEALSP BUSINESS

The November minutes were approved as submitted by Misty Currier, ALS via e-mail.

Treasurer Kara Whitehead distributed the Treasurer's Reports for the general fund, showing a balance of \$201.01 as of 12/13/05 and the scholarship fund, showing a balance of \$1,416.08 as of 12/13/05. Kara also advised that a new post office has been obtained due to the old box being closed for lack of notification for payment. The new post office box number is 443. The new address has been changed with the bank and change of address cards have been completed. Kara also handed in to Joyce our new charter which reflects our new chapter name. The Treasurer's report was approved and submitted for review.

There were no reimbursements.

The Christmas party and Women's Crisis Center gift-wrapping booth were discussed. Both were a success.

Christy Wilson reported our current web site and domain may be unstable and she has received a coupon from Amazon for \$48.69 for one year hosting and two year domain registration. Andrea suggested she contact Wendy (with AALS) for a price. After discussion, Andrea made a motion to give Christy a blank check and the authority to change our web site domain for a competitive price of up to \$50.00; Sharon Davis seconded the motion; motion carried.

Next, Andrea reported the needs of the Women's Crisis Center for a Christmas donation and passed out a fax she received from the shelter. After discussion, Amber McKee made a motion that NEALSP donate a \$100.00 gift card to Wal-Mart for a Christmas dinner and other shelter food needs; Kara Whitehead seconded the motion; motion carried. The Craighead County Bar Association is also donating \$500.00 and that money will be used to purchase larger items such as a high chair, rocking chair, playpen, etc. for the shelter. It was decided members, on their own, can purchase individual toys, etc. for the individual children or residents of the shelter.

The balance of our general fund was discussed next. Sharon advised that \$10 for each courthouse box rent we receive is earmarked for our general fund, which totals \$280.00. Michelle pointed out that we could transfer as much money as was needed and made a motion to transfer \$500.00 from the scholarship fund to the general fund for operating purposes; Brenda Welch seconded the motion; motion carried.

Mimi Mangrum gave a status report on the roast of Judge Goodson. So far, H.T. Moore and Randy Philhours have agreed to be roasters. Mimi is still waiting on others to return her call. A rough draft of the invitations and the flier was passed out. To save money on postage, Christy has agreed to hand

Minutes, December 2005 meeting continued

distribute the invitations to attorneys in Paragould and the drop box in Jonesboro will be utilized. The use of reply cards and the general "mechanics" of invitations and replies were discussed.

Brenda made a motion to charge NEALSP members and a guest \$15.00 per person (the cost of the meal); Mimi seconded; motion carried.

AALS BUSINESS

2006 Winter Board Meeting; Hot Springs, January 20-21, 2006
2006 Annual Meeting; Greater Little Rock, Host; The Music Man Theme

REGION 6 BUSINESS

2006 Region 6 Annual Conference; July 28-31, 2006; Dallas Texas

NALS BUSINESS

2006 NALS National Meeting; Reno Nevada

ANNOUNCEMENTS

January 17, 2006 - NEALSP Business Meeting at 5:15 p.m.
January 28, 2006 - Roast of Retired Judge David Goodson

Hearing no other business, the meeting was adjourned at 1:15 p.m.

Respectfully Submitted,
Andrea M Hicks, PLS

**NEALSP
MINUTES OF BUSINESS MEETING
JANUARY 17, 2006 COURTHOUSE ANNEX**

The January business meeting was called to order at 5:20 p.m. by President Joyce Morgan.

Members in attendance were Kara Whitehead, Christy Wilson, Andrea Hicks, PLS, Michelle Grilletta, PLS, Sharon Davis, PLS, Linda Jones, Nancy Kessell, Joyce Morgan, Belinda Penn, PLS, Brenda Welch, PLS, and Misty Currier, ALS.

NEALSP BUSINESS

The December minutes were approved as submitted by Andrea Hicks, PLS, via e-mail.

Treasurer Kara Whitehead distributed the Treasurer's Reports for the general fund, showing a balance of \$445.11 as of 1/17/06 and the scholarship fund, showing a balance of \$936.75 as of 1/17/06. The Treasurer's report was approved and submitted for review.

There was a reimbursement submitted by Linda Jones for items related to the roast totaling \$122.47. Erma Brady, PLS, made a motion that Linda Jones be reimbursed for roast items totaling \$122.47. Michelle Grilletta, PLS, seconded the motion. Motion carried.

Next, Brenda Welch, PLS, presented a brief report on the Christmas donation. Attached is a copy of the report that was sent to all of the members via electronic mail on December 21, 2005.

At our previous meeting, a discussion was held on changing the current language on the standing rule for the mail drop. Andrea Hicks, PLS, read the current rule which is listed below:

Minutes of January 2006 meeting, continued

Mail Drop

A mail drop shall be placed in the Circuit Clerk's office at the Craighead County Courthouse and subscriptions thereto shall be available exclusively to the legal profession (attorneys and judges first, then to court reporters, secretaries, etc.). The subscription price shall be agreed upon by the membership present at a meeting where same shall be brought before the members, and all proceeds from such subscriptions shall be used to fund the local NEA LSP scholarship.

There was a lengthy discussion held as to the annual scholarship amount and what we should do with the excess proceeds from said subscriptions.

The revised rule which was voted on by the members who were present and approved shall read:

Mail Drop

A mail drop shall be placed in the Circuit Clerk's office in the Craighead County Courthouse and subscriptions thereto shall be available exclusively to the legal profession (attorneys and judges first, then to court reporters, secretaries, etc.). The subscription price shall be agreed upon by the membership present at a meeting where same shall be brought before the members, and proceeds from such subscriptions shall be used to fund the local NEA LSP scholarship and the general budget of NEA LSP. The scholarship fund shall maintain a minimum balance of \$500.00.

A discussion was held as to the Award of Excellence with AALS. Andrea Hicks, PLS, suggested that our local winner represent our chapter on the state level. Kara Whitehead, Treasurer, was the winner from last year. Kara has so graciously agreed to compete at this time but has reserved the right to change her mind. If she does not wish to compete, she will notify Joyce immediately and another person will be selected. The deadline to have the application submitted to AALS is March 10, 2006.

Christy Wilson gave a brief update on the website. Our new website is up and running. We have the domain name for 2 years with hosting up to 1 year. Under our new site, there are 500 email accounts that are available for the members to use. Please contact Christy if you would like to have an email account and she can walk you through the process of setting it up.

Joyce Morgan has given Christy Wilson the AALS Publication Award Application so that we can compete in this years competition. We will have to submit 9 issues to be judged. The deadline to have the application submitted is April 1, 2006.

The election of the officers for 2006-2007 will be held at the March meeting. Michelle will be sending out a form regarding nominations sometime this month, if possible.

With respect to Bosses' Night, April Rasdon, Kara Whitehead, and Misty Currier are in charge of planning this years event. The suggested dates to hold the event are April 4th or 6th. We are going to attempt to reserve St. Bernard's Auditorium.

A lengthy discussion was held about the roast to tie up any loose ends. All of the local newspapers have been contacted to run a brief article. The Ridge radio station has agreed to make a radio announcement. Joyce Morgan has placed an order for a clock from the Trophy Place. Anyone that is wishing to attend to attend the roast needs to submit payment for their tickets to Linda Jones or Mimi Mangrum.

AALS BUSINESS: 2006 Annual Meeting; Greater Little Rock, Host; The Music Man Theme
REGION 6 BUSINESS: 2006 Region 6 Annual Conference; July 28-31, 2006; Dallas Texas
NALS BUSINESS: 2006 NALS National Meeting; Reno Nevada

Hearing no other business, the meeting was adjourned at 6:30 p.m.

Respectfully submitted,
Misty Currier, ALS

Report of Acting State Director

Mimi Mangrum (acting State Director for Winter Business Meeting, 2006)

The AALS Winter Meeting was held in Hot Springs. Various CLE classes were presented such as COLORS, Attorney-ad-Litem, and Mediation. The NALS meeting in Tulsa was discussed in the General Meeting along with the upcoming AALS meeting in Little Rock. Those from the NEALSP chapter that were in attendance were Belinda Penn, Michelle Grilletta, Andrea Hicks, Sharon Davis, and Mimi Mangrum.

Mimi Mangrum

Committee Reports

ROAST COMMITTEE REPORT

On the night of January 28, 2006, the Northeast Arkansas Legal Support Professionals held the "Roast and Toast" for Retired Circuit Judge David Goodson. The celebration was held at the Atkins Celebration Hall in Paragould. Over 150 people attended the celebration for Retired Judge Goodson. Judge Goodson was roasted by Val Price, H.T. Moore, Randy Philhours, Ashley Boles and Anita Leonard with Jim Burton as the Master of Ceremonies. Prime Rib, Grilled Chicken, twice mashed potatoes, green beans, corn, rolls, salad and Judge Goodson's favorite peach cobbler were provided by Simply Delicious Catering of Paragould. Our association presented Judge Goodson with a clock for his retirement. The night was enjoyed and will be remembered by many.

Mimi Mangrum

REPORT OF NEALSP "ROAST AND TOAST" HONORING RETIRED CIRCUIT JUDGE DAVID GOODSON

DEPOSITS MADE FROM SALES OF TICKETS	\$2746.00
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EXPENSES:

NEA TROPHIES (clock)	\$45.90
COOKSEY FLOWERS	\$14.04
LINDA JONES (paper)	\$122.47
POSTAGE	\$122.40
DEPOSIT	\$100.00
SIMPLY DELICIOUS (Remainder of deposit/food)	\$2691.08

EXPENSE TOTAL	<u>\$3095.89</u>
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SCHOLARSHIP COMMITTEE

Dear Members:

On February 8, 2006, Jacqueline Garcia, Janiece Robbins, and Theresa Presley were the judges for this year's NEALSP scholarship applicants. We received five applications.

The recipient of the 2006 scholarship is Rachel Anne Geddie of Jonesboro. If for any reason she is not eligible to receive the scholarship, Amanda Gulley of Bay, Arkansas, will serve as first runner-up. Ms. Geddie has been notified by mail that she is the recipient of the local scholarship. Our state association is giving a scholarship this year, and I have forwarded our applicant to the state chairperson. Other applicants have also been notified by mail that their applications were not chosen this year but encouraging them to reapply next year.



Submitted by,

Dianne Gibson, PLS

Website Report

We've moved...AGAIN!

This move is definitely for the better. We now have our own domain name: nealsp.org. Not one of those long, drawn out, yucky URL's, but our very own, to the point, domain name!

With the hosting plan we purchased, we received 500 email accounts! If any of you are interested in setting up your own @nealsp.com email address, please contact me. I can guide you through the process of either checking it online (much as you would a hotmail or Yahoo email address) or setting it up on your outlook express or other mail server on your PC.

I encourage everyone to send me YOUR photos from our local, state and national events. I would love to use not only my photos, but yours, too. Please, please email any to me that you would not mind having displayed on either the website, or in this publication.



I hope you have enjoyed the website, even though this year has been a growing and learning process. I have certainly enjoyed designing the site, and actually hope to have some time in the near future to come up with a newer, more modern design.

Christy Wilson

AALS NEWS

MEETINGS & EVENTS:

2006 Annual Meeting, April 21-23, 2006. Hosted by Greater Little Rock Legal Support Professionals

AALS Leadership Retreat - June 16-17, 2006 - Fern Creek House, Ferncliff

2005-2006 AALS STATE OFFICERS:

Belinda Penn, PLS – President
Andrea Hicks, PLS – President-Elect
Sharon Davis, PLS – Immediate Past-President
Michelle Grilletta, PLS – Executive Secretary
Wendy Allen – Treasurer
Mae Humphries, PLS, CLA – Parliamentarian

AALS Website:

<http://www.arkansasals.org>

DEADLINES:

March 10, 2006: Award of Excellence applications to Chairman (post-marked)

April 1, 2006: Publication Competition submissions due to Chairman (post-marked)

NALS NEWS

Now is the time submit nominations for the **Legal Assistant Today 2006 Paralegal of the Year Award**. Nominations will only be accepted until May 5, 2006. Don't wait! Nominate a NALS paralegal for their outstanding contributions. Send your nomination to www.legalassistanttoday.com.

NALS ONLINE LEARNING CENTER:

March 23, 2005

9:00 p.m. Central Time

Meet Your President - Mary Jo Denman, PP, PLS

March 30, 2005

9:00 p.m. Central Time

NALS.org - Professional Development

1 CLE 

April 6, 2005

9:00 p.m. Central Time

Retention & Recognition - Membership

April 13, 2005

9:00 p.m. Central Time

Education/Certification Q & A - Education/Certifying Board

April 20, 2005

9:00 p.m. Central Time

NALS Marketing Plan: State/Local Marketing Chair Q & A - Marketing

April 27, 2005

9:00 p.m. Central Time

Assertive Communication Skills - Education

[Materials](#)

March 9-11, 2006

NALS Professional Development & Education Conference

Tulsa, Oklahoma - Doubletree Warren Place

Room Reservations: 1-918-495-1000

Region 6 - July 28-30, 2006

The Richardson Hotel

701 East Campbell Road

Richardson, TX 75081

for more information contact Tina Hurley at thurley@suplaw.com

October 26-29, 2006

NALS Education Conference & National Forum

Reno, Nevada – Reno Hilton

Room Reservations: 1-800-648-5080

NALS Special \$89 Rate!

to receive the NALS Special Room Rate you must make your reservations before September 26, 2006

PLS/ALS Mock Exam

PART 1. WRITTEN COMMUNICATION SKILLS AND KNOWLEDGE

Section H. Spelling

Directions: Review the following groups of words for correct spelling. If a spelling error exists, choose the appropriate letter on the answer sheet that represents the incorrect spelling. If no spelling error exists, select "e" on the answer sheet.

- Example: 0. a. Absence
 b. parallel
 c. embarrass
 d. judgment
 e. No error

0. ANSWER: E

- | | |
|-------------------|-------------------|
| 1. a. wooly | 2. a. coincidence |
| b. rhythm | b. innuendo |
| c. ninety | c. cancelled |
| d. eliminate | d. sergeant |
| e. no error | e. no error |
| 3. a. Wednesday | 4. a. desperately |
| b. usage | b. cemetery |
| c. misspell | c. conscious |
| d. desendant | d. subpoena |
| e. no error | e. no error |
| 5. a. fluorescent | 6. a. mien |
| b. preferable | b. resind |
| c. achievement | c. liaison |
| d. goodwill | d. emphasize |
| e. no error | e. no error |

Answers: 1. a; 2. c; 3. d; 4. d; 5.e; 6. b

PART 1. WRITTEN COMMUNICATION SKILLS AND KNOWLEDGE

Section I: Vocabulary

Directions: for each word listed below, select the word or phrase that most nearly expresses the same meaning.

Example: 0. Shrewd

- a. Lonely; b. astute; c. sparse; d. sincere

0. ANSWER: B

1. elongate

- a. condense; b. negotiate; c. stretch; d. purify

2. subsequent

- a. following; b. encompass; c. disregard; d. preceding

3. lackadaisical

- a. humble; b. effulgent; c. industrious; d. indolent

4. wield

- a. excavate; b. articulate; c. accede; d. exert

5. tawdry

- a. garish; b. secure; c. stagnant; d. discreet

6. benevolent

- a. unimportant; b. humane; c. vicious; d. feeble



Answers: 1. c; 2. a; 3. d; 4. d; 5. a; 6. b

Legal Ed: Legal Quiz

- _____ Relinquish rights voluntarily.
- _____ One who personally sees or perceives a thing and who testifies to what he has seen, heard, or otherwise observed. .
- _____ An order of the court whereby property, money, or credits in the possession of another person may be seized and applied to pay a debtor's debt. It is used as an incident to or auxiliary of a judgment rendered in a principal action.
- _____ An order of the court evidencing debt of one party to another and commanding the court officer to take property in satisfaction of the debt.
- _____ A declaration that no rights or privileges of the party concerned are waived or lost. In a dismissal these words maintain the right to bring a subsequent suit on the same claim.
- _____ Dominance of a stronger-willed person over a weaker-willed person.
- _____ Concept applied by the courts in product liability cases that when a manufacturer presents his goods for public sale he is representing that they are suitable for their intended use.
- _____ Actual ground measurement of a parcel of property giving the location of the property as well as its boundary lines.
- _____ A partner who takes no active part in the business and is not known to the public as a partner.
- _____ The right of a party to pass over the land of another.
- _____ The principle which states that once there has been a judicial decision the matter cannot be litigated again.



(Answers: waive, witness, writ of garnishment, writ of execution, without prejudice, undue influence, strict liability, survey, secret partner, right of way, res judicata)

Submitted by Charlie Patterson, State Director

St. Patrick's Day *Souper* Luncheon

Friday, March 17, 2006 11AM – 1PM
Courthouse Annex Basement

Admission Price: \$5.00*



Come to the Courthouse Annex Basement and join us for lunch.
For \$5.00 you will get a bowl of stew or soup, drink and a
dessert!! Make sure you wear your green, and join us for a
Souper holiday luncheon!

Contact any NEALSP member for tickets or call Kara Whitehead
at 931-1700 or Misty Currier at 932-8137
*buy advance tickets or pay at the door!!

Adventures in email

Getting past the oops moment: Think before you hit "send." By Donna Rosato, MONEY Magazine

You dash off a scathing e-mail complaining about your boss to your co-worker -- but you send it to your boss by mistake.

Don't let the boss find you first. When Yvette Martin's manager at a bank in Austin chewed her out for a mistake that was the manager's fault, Martin vented in an e-mail to a co-worker. A few minutes later, Martin stopped by to ask her friend if he thought the missive was too harsh. The co-worker's response: "What e-mail?" Just then the manager showed up fuming.

For Martin, it was too late. But the moment you find out the wrong person received the e-mail, walk directly to that person's office, apologize and explain yourself. If she's not there, wait.

Since you're busted, you might as well air your grievance. Tell your boss that you regret what you did but that there's a legitimate gripe behind it. When another manager dragged his feet on an urgent request that Bill Tookoian made for a client of his communications firm, Tookoian fired off an angry e-mail complaining to his boss -- and accidentally cc'd the offending manager. Both recipients were upset, but Tookoian took the opportunity to improve the way requests were processed across the firm.

"That e-mail opened up communication on an important topic and changed how things were done," he says. "That enhanced my reputation as a get-it-done guy." Tookoian is now a senior account executive at that same firm in San Francisco.

Just say no. Still, the best option is to not lambaste anyone in an e-mail.

An e-mail from one of your underlings lands in your inbox by mistake. It describes some of your, shall we say, negative personality traits.

Suck it up. If the criticism is fair, consider this a chance to find out what your employees are saying about you. "It takes real courage, but have a conversation with whoever sent the message about what it says," says Shotwell, the Taleo executive.

A workaholic client whom consultant Barbara Moses worked with accidentally got an e-mail from an employee complaining about his bad habit of dumping work on people at the last minute. He met with employees individually and asked for their feedback. "He said it was a real wake-up call for him," says Moses. "This was someone who was really disorganized, and it made him a better manager."

Issue a warning. That's all very nice, but tell the numskull who sent the e-mail to be more careful next time.

You receive a confidential e-mail -- about someone else's salary -- by mistake.

Alert the sender. Maybe he's not aware of what he did, but he might figure it out later and wonder why on earth you didn't tell him, says Darnell Lattal, a psychologist and the author of *Ethics at Work*.

Reassure him. Tell him you saw only enough to figure out that the e-mail wasn't meant for you. Promise to keep the information to yourself. Then tell the first five people you see.

Just kidding.

Public Speaking Gaffes

Getting past the oops moment: Taking the podium. By Donna Rosato, MONEY Magazine

You're giving a career-making presentation to the whole company. The computer with your PowerPoint slides malfunctions.

Don't fiddle with your computer in front of an audience. If it's not fixed in two minutes, ask for a short recess. When Josh Thacker stood up at the Hilton hotel in Austin last May to give a lunchtime demonstration of his company's trade-show software in front of 100 people, he felt good. He had flown in a day early to practice, and it had gone perfectly.

But five minutes into his introduction, his computer locked up. Thacker was worried that the audience would blame the software, so he asked the next presenter to go ahead and left the stage to reboot. That fixed the problem.

Use humor. The audience will be as uncomfortable about your contretemps as you, so loosen everyone up with a joke. When Thacker returned, he said, "I could use a drink. In fact, using our software, I can type in 'beer' and search for exhibitors hosting a reception during this event." Instant laughs. "I got lots of compliments on my recovery -- and several sales too," he says.

Don't dwell on what happened. And certainly don't overapologize. "If you say 'I'm sorry' too much, it only highlights the mistake," says Corby O'Connor, who teaches business etiquette to corporations.

Tip: Bring enough hard copies for everyone in attendance.

You're trying to impress a client at a meeting. He's whispering and not paying attention.

Ask a question or request input. Group participation will usually get him engaged.

Speak his name. Quickly think of a way to use it in the context of your presentation. Say something like, "Mr. Bipsnit made an excellent point on this topic the other day." Hearing his own name will snap his attention back to what you're saying. Especially if his name is Mr. Bipsnit.

In the middle of your brilliant speech to shareholders, the microphone dies.

Don't stop. Last April, when actor Jeff Daniels was performing a song during a live broadcast of Country Music Television's video awards, his mike died mid-lyric. He didn't miss a beat, breaking into a monologue until a stagehand came out with a new microphone. "Things go wrong, but the audience pulls for you," he said later. "They don't want you to collapse and be embarrassed."

Walk around to make sure everyone can hear you. Getting physically closer to the audience will focus their attention on what you're saying, says Lenny Laskowski, a seminar consultant in Stratford, Conn. and the author of "10 Days to More Confident Public Speaking."

Adapt. Poll the audience by hollering out questions. "I have huge respect for people who can manage themselves and an audience," says Steve Sickel, a senior marketing executive at InterContinental Hotels.

"If something goes wrong, it's not a reflection of the person's ability. But someone who can adapt and recover -- that's a skill, and it says a lot about their ability to think on their feet."

2005-2006 Committee Chairs and Members

<u>COMMITTEE</u>	<u>CHAIR</u>	<u>MEMBER</u>	<u>ACTION DATE</u>
Award of Excellence	Kara Whitehead		March 2006
Bar Liason	Brenda Welch, PLS		All Year
Blood Drive	Sharon Davis, PLS		August 2005
Bosses' Night/ Officer Installation	Kara Whitehead April Rasdon/Misty Currier		March 2006
Boss of the Year	April Rasdon		March 2006
Chapter Achievement	Sharon Davis, PLS		All Year
Continuing Legal Education	Brenda Welch, PLS		All Year
Court Observance Week	Kara Whitehead	Mimi Mangrum	October 2005
Courthouse Drop Box	Joyce Morgan		All Year
Financial Review	Brenda Welch/Andrea Hicks April Rasdon		May 2005
Historian/Photographer	Andrea Hicks, PLS	April Rasdon	All Year
Marketing/Publicity	Joyce Morgan		All Year
Membership	Christy Wilson		All Year
Mentoring	Erma Brady, PLS		All Year
Nominations & Elections	Michelle Grilletta, PLS		March 2006
Outstanding New Member	Misty Currier		March 2006
PLS/ALS/PP Certification	Brenda Welch, PLS		All Year
PARLIAMENTARIAN	SHARON DAVIS, PLS		All Year
Publication Editor	Christy Wilson		All Year
Roast	Mimi Mangrum		January 2006
Scholarship	Dianne Gibson, PLS		January 2006
Ways & Means	Kara Whitehead	Misty Currier	All Year
Web Page	Christy Wilson		All Year



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Sharon Davis, PLS – Parliamentarian

Humor:

Several cannibals were recently hired by a big law firm. "You are all part of the team now," said the HR manager during her welcoming briefing. "You get all the usual benefits and you can go to the cafeteria for something to eat, but please don't eat any of the other employees."

The cannibals promised.

Four weeks later, their boss remarked, "You're all working very hard, and I'm satisfied with your work. However, one of our legal secretaries has disappeared. Do any of you know what happened to her?" The cannibals all shook their heads 'no'.

After the boss had left, the leader of the cannibals said to the others, "Which one of you idiots ate the legal secretary?" A hand rose hesitantly, to which the leader of the cannibals continued, "You fool! For four weeks we've been eating lawyers and no one noticed anything, but no-o-o-o, you had to go and eat a secretary!!!"

Photos— Legal Ed



Photos – Court Observance



Photos – ROAST

