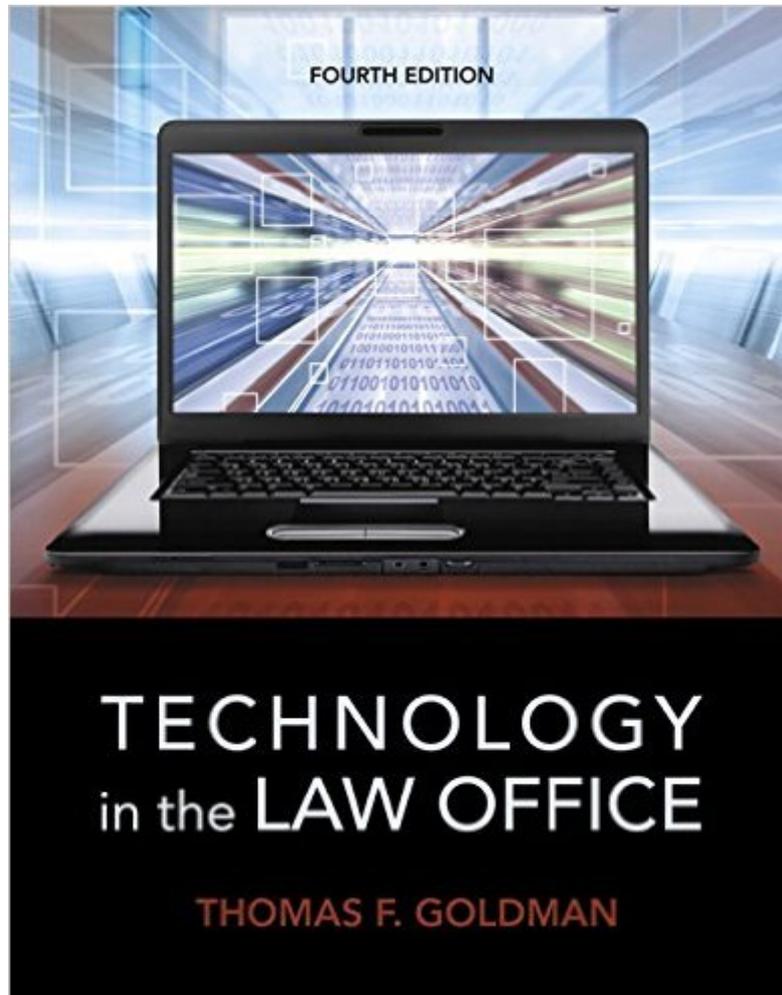# Technology In The Law Office (4th Edition)

Synopsis

For technology in the law office courses   Comprehensive Coverage of Law Office Technology Technology in the Law Office is a thorough and up-to-date guide to navigating the constantly changing technology used in the modern-day legal world. Exploring recent phenomenon such as the switch to Apple-based software and paperless offices, this text is the timeliest reference for students, paralegals, and law office workers in regards to law software and technology. Thoroughly updated for this edition, the Goldman Technology Resources Website features links to vendor soft downloads, tutorials, and instructional videos. Students are also provided with a solid background in the ethics and implications of using technology in legal practice, allowing them to not only understand how to use such technology, but how to use it correctly and justly.   Also Available with CourseConnect with the Virtual Law Office Experience This edition is also available with a CourseConnect Online Course for Technology in the Law Office. The CourseConnect Online Course now includes Virtual Law Office Experience modules. The modules place the student in the position of working in a law office, allowing them to put technology into practice. Students, if interested in purchasing this title with the CourseConnect Online Course, ask your instructor for the correct package ISBN. Instructors, contact your Pearson representative for more information.

Book Information

Paperback: 648 pages

Publisher: Pearson; 4 edition (January 8, 2015)

Language: English

ISBN-10: 0133802574

ISBN-13: 978-0133802573

Product Dimensions: 8.5 x 0.9 x 10.7 inches

Shipping Weight: 2.6 pounds (View shipping rates and policies)

Average Customer Review: 4.5 out of 5 starsÂ Â See all reviewsÂ (2 customer reviews)

Best Sellers Rank: #279,284 in Books (See Top 100 in Books)   #23 inÂ Books > Law > Law Practice > Law Office Education   #54 inÂ Books > Business & Money > Processes & Infrastructure > Office Automation   #1066 inÂ Books > Law > Business

Customer Reviews

It's a course-required book, so I had to get it. Since its more of a introductory type of class I decided to rent it instead. It's pretty easy to read and has a great deal of up to date information in the legal industry. Technology has definitely evolved for the legal industry and it's only going to get better and

more advance.

Awesome book definetely a keeper

Your Office: Microsoft Office 2016 Volume 1 (Your Office for Office 2016 Series) Law, Liability, and Ethics for Medical Office Professionals (Law, Liability, and Ethics Fior Medical Office Professionals) Technology in the Law Office (4th Edition) Your Office: Getting Started with Project Management (Your Office for Office 2013) Your Office: Microsoft Excel 2016 Comprehensive (Your Office for Office 2016 Series) Your Office: Microsoft Access 2016 Comprehensive (Your Office for Office 2016 Series) How to Start a Family Office: Blueprints for setting up your single family office (Family Office Club Book Series 3) Programming Microsoft Office 365 (includes Current Book Service): Covers Microsoft Graph, Office 365 applications, SharePoint Add-ins, Office 365 Groups, and more (Developer Reference) Blockchain: The Comprehensive Guide to Mastering the Hidden Economy: (Blockchain Technology, Fintech, Financial Technology, Smart Contracts, Internet Technology) Managing Front Office Operations with Answer Sheet (AHLEI) (9th Edition) (AHLEI - Front Office Operations) Microsoft Office 2007: Introductory Concepts and Techniques, Premium Video Edition (Available Titles Skills Assessment Manager (SAM) - Office 2007) How to Get Into Top Law Schools 5th Edition (How to Get Into the Top Law Schools) Law and Business of the Entertainment Industries, 5th Edition (Law & Business of the Entertainment Industries) Guide to Federal Pharmacy Law, 9th Edition (Reiss, Guide to Federal Pharmacy Law) Understanding Hospitality Law with Answer Sheet (AHLEI) (5th Edition) (AHLEI - Hospitality Law) Real Estate Law, 7th Edition (Real Estate Law (Karp, James)) Medical Law and Ethics (4th Edition) Basic Real Estate & Property Law for Paralegals, 4th Edition (Aspen College) Bundle: Illustrated Microsoft Office 365 & Office 2016: Introductory, Loose-leaf Version + SAM 365 & 2016 Assessments, Trainings, and Projects with 1 MindTap Reader Multi-Term Printed Access Card Enhanced Microsoft Office 2013: Introductory (Microsoft Office 2013 Enhanced Editions)