The good news in many instances is that the authorities and prosecuting attorneys allow juveniles to learn from the mistake and take steps to avoid more serious problems in the future.

Whether it’s understanding the legal consequences of this type of conduct, how best to avoid these situations for teens and parents or how to navigate the legal system once law enforcement is involved, a knowledgeable attorney can help. Find an attorney who can help with your case at directory.cbalaw.org.

Office design plays a part in motion waste as well. How far away is the lawyer’s office from the paralegal who supports him or her? Do lawyers that work together regularly sit in close proximity to each other? If the receptionist manages the conference room, is he or she close to it? These are all things to consider when determining the layout of your office.

Spend some time this week paying close attention to how many people are moving around, and see if there is anything you can do to minimize the motion, and increase people’s efficiency.

Next up, EXTRA PROCESSING.

I hope our last segment was of some help to you and challenged you to think about the way work gets done at your firm. Our next waste to tackle is MOTION. We previously explored the waste of transportation, which is all about the movement of information or materials from one place to another. Motion is about people moving from one place to another.

But it’s not all about getting up and walking to a different place. After all, the goal is not to get people to sit in their chairs eight hours a day and never get up. But, it is important to recognize the cost of the interruption to people’s work when they must get up and find something. This takes us back to the discussion on paper files: if you cannot do your work unless a paper file is in front of you, there will always be unnecessary motion. If your users save electronic files in two places, that’s unnecessary motion.

Creating a pile of mail that must be sorted and filed away in paper files is unnecessary motion. One of my favorite examples of unnecessary motion is the use of a central scanner for all scanning versus having desktop scanners for those who regularly scan. A desktop scanner is inexpensive (the Fujitsu ScanSnap iX500 is an excellent, reliable desktop scanner) and should be standard issue for anyone who regularly scans documents. It’s nice to have the central scanner/copier for large projects, but they should simply not be the only scanning solution in a law firm. My good friend Jim Calloway from the Oklahoma Bar Association once said, “Having a centralized scanner in a law firm makes just as much sense as having a centralized waste basket.” Can you imagine if people had to get up from their chairs to throw something away?

It is important for teenagers to appreciate the seriousness of their actions when it comes to using their smartphones or devices to create illegal materials, whether they disseminate them or not. Hopefully most juveniles will refrain from taking these actions. While not all children will make this decision, it is important for families to understand their rights and how an attorney can help them navigate the legal consequences of their actions.

The consequences of this type of conduct, how best to avoid these situations for teens and parents or how to navigate the legal system once law enforcement is involved, a knowledgeable attorney can help. Find an attorney who can help with your case at directory.cbalaw.org.

Some prosecutors will charge juveniles with felonies regardless and work out a formal diversion program. Others may avoid charges in exchange for certain conditions being met by the juvenile. Some examples of what they have been required to do in these formal and informal diversion programs or as a result of an adjudication include attending a victim impact panel, writing a paper on the issue, community service, giving up their phone and internet use for a period of time, education and counseling.

For example, a boyfriend and girlfriend exchanging private messages is clearly a different situation than one where images are obtained surreptitiously or where there is some type of public posting of the images.

Juveniles need to understand the legal consequences of this type of conduct, how best to avoid these situations for teens and parents or how to navigate the legal system once law enforcement is involved, a knowledgeable attorney can help. Find an attorney who can help with your case at directory.cbalaw.org.