

September-November 2019 18.0 CLE/NLT Hours
(with 1.5 Prof. Conduct)



LEGAL Practice Lab

Practical tips for:

- ✓ choosing your practice areas
- ✓ setting up your business
- ✓ getting and keeping clients
- ✓ making sure you get paid



Are you practice ready?

Legal Practice Lab is a 6-session series designed to provide lawyers with the practical information and skills needed to establish and build a thriving law practice. We will go beyond simply drawing conclusions about what makes a successful law practice; participants will walk through the "how to" of the business side of law practice.

Program schedule & topics

September 6 • 12:30-4:00pm • Session 1: Personal

Choosing your practice areas, maintaining a healthy work/life balance, and managing your personal finances

September 20 • 12:30-4:00pm • Session 2: Operations

Setting up your business, commercial and professional liability insurance, office space, creating office politics/procedures

October 4 • 12:30-4:00pm • Session 3: Finances

IOLTA accounting, setting fees, making sure you get paid, learning the money side of running a business

October 18 • 12:30-4:00pm • Session 4: Technology

Hardware needs for new firms, legal software/apps, the paperless practice, ethics of using technology

November 1 • 12:30-4:00pm • Session 5: Marketing

Branding yourself and your practice, getting clients through networking and referrals, setting up your firm website, social media

November 15 • 12:30-4:00pm • Session 6: Client Relations

Managing client relationships, knowing when and how to fire clients, pro bono work and access to justice

CLE Hours

Each session offers 3.0 CLE hours for a series total of 18.0 CLE hours (including 1.5 Prof. Conduct). This series is approved for New Lawyer Training credit.

Pricing (per class)

These seminars are CLE Easy Pass eligible

- Members:** \$135 prepaid/\$150 day of
- Non-Members:** \$185 prepaid/\$200 day of
- Non-Attorneys:** \$105 prepaid/\$120 day of
- Printed Materials:** \$25

Location

Columbus Bar Association
175 S. Third St., Suite 1100, Columbus, OH 43215

Registration

www.cbalaw.org

(614) 221-4112