



Multnomah Bar Association

Wednesday, January 8, 2014 3:00 – 5:00 p.m.

World Trade Center Plaza Room, Building 2, 26 SW Salmon, Portland

Registration forms with payment must be received by the MBA office by January 7 or the "at the door" registration fee will apply.

This seminar will be worth two hours of OSB MCLE credit. Two Washington MCLE credit can be obtained individually. Registrants who miss the seminar may request the handout materials. Sorry, no refunds. Substitutions are welcome; non-members may be subject to an additional fee. Accommodations available for persons with disabilities; please call in advance for arrangements.

# Effective Use of Time and Technology for Lawyers

Successful lawyers manage their time and use technology effectively to reach their goals. Although efficiency is important, effectiveness is the key. Learn essential time management techniques to help you get more done and be a more effective lawyer. See how technology can increase your productivity. Work Smart, Not Hard. What we accomplish each day varies dramatically by individual. Learn new skills, tips and strategies to become a high performer. Included with the CLE are over 20 Microsoft Word and Excel documents.

A trial lawyer with a deep technical background, Tom Howe has over 25 years of experience in law and technology. He is one of the leading e-discovery lawyers in the country, providing legal/technology consulting and expert witness services to some of the largest law firms, corporate legal departments, and e-discovery vendors in the United States.

For more information: Call Courtney Dippel, Folawn Alterman & Richardson at 503.546.4630. For registration questions, call the MBA at 503.222.3275.

Name \_\_\_\_\_
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Register me for the seminar as indicated:
MBA Member \$55.00
MBA Member at the door \$60.00
Non-MBA Member \$85.00
Non-MBA Member at the door \$90.00
I will not be attending but would like to order:
CD ROM / & Handouts (Member) \$55.00
CD ROM / & Handouts (Non-Member) \$85.00

Send form and payment to: Multnomah Bar Association 620 SW 5th Ave Ste 1220 Portland OR 97204 Fax 503.243.1881 (for credit cards only) Ph 503.222.3275

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