

## ALN Program Announcement – ABA-CLE Satellite Seminar

### Advanced Writing & Editing For Lawyers

Presented by the ALI-ABA Video Law Review®

Live via Satellite

**Friday, February 27, 2004**

**12:00p.m. to 4:00 p.m. Eastern Time**

**Location:**

Litigation Support Services

817 Main Street, Suite 400

Cincinnati, OH 45202

Phone: (513) 241-5605 Fax: (513) 361-8646

#### **SCOPE AND PURPOSE**

This program is designed to improve your skill and efficiency in editing your own legal writing and that of other lawyers. It covers topics relevant to all types of expository and persuasive legal writing (memoranda, briefs, letters). **It does not deal with formal legal drafting**, although some of its advice is relevant in that context.

The course assumes that you want to move beyond the usual advice about writing short sentences and avoiding jargon. It describes the basic principles of clear and persuasive legal writing, then shows you how to apply these principles when you edit. The goal is to enable you to revise drafts more effectively and quickly — and, in the long run, to write better first drafts. The program also helps you to show other legal writers how to improve their drafts, so that you do not have to spend as much time rewriting their work.

#### **PROGRAM CHAIR**

**Timothy P. Terrell** is a Professor of Law at Emory University School of Law in Atlanta, Georgia, and also has served as Director of Professional Development at King & Spalding in Atlanta. He is a co-author of *Thinking Like a Writer: A Lawyer's Guide to Effective Writing and Editing*. In addition to *Thinking Like a Writer*, Professor Terrell has published books and articles principally in the areas of constitutional law and jurisprudence. He has conducted numerous programs for law firms and bar organizations on legal writing, legal ethics, and law firm training.

#### **FACULTY**

*Additional Faculty To Be Announced*

**Tuition:** Standard - **\$179.00** (includes study materials)

**To obtain further information about this program, contact:**

Kirk A. McCracken

Litigation Support Services

817 Main Street, Suite 400

Cincinnati, OH 45202-2153

(513) 241-5605

**To Register for this program, please complete the enclosed registration and fax to Litigation Support Services at 513-361-8646. Mail original registration form along with fees to:**

**Litigation Support Services, 817 Main Street, Suite 400, Cincinnati, OH 45202.**

**Seminar space is limited. Reservations faxed to Litigation Support Services do not guarantee a seat. Reservations will be guaranteed on a first paid basis.**

# **SATELLITE CLE REGISTRATION FORM**

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**Advanced Writing & Editing For Lawyers**  
**(Friday, February 27, 2004 from 12:00p.m. to 4:00 p.m. Eastern Time)**

**SEMINAR TUITION**

- Standard (\$179.00)

Name: \_\_\_\_\_

Firm: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Signature: \_\_\_\_\_

If you would like to be added to our email information list for future seminar notification please print your email address:

Email: \_\_\_\_\_

**Payment Terms:**

Payment by check must accompany this registration form.

IF YOU HAVE ADDITIONAL ATTENDEES, PLEASE MAKE COPIES OF THIS REGISTRATION FORM AND FILL OUT ONE FOR EACH ATTENDEE. FORMS MAY BE SENT TOGETHER IN ONE PACKET AND MULTIPLE FORMS MAY BE PAID FOR WITH ONE CHECK.