

National Paralegal Reporter

2009 EDITORIAL THEMES

- Feb/Mar** **TECHNOLOGY:** Software/hardware reviews; technology in different areas of the law; technology advances and expectations; technology survey(?); in-depth information regarding a particular software program; what to consider in deciding upon a particular litigation support vendor; other
- April/May** **REAL ESTATE LAW:** Basics- What is a Deed/Title and how to find out who owns the property. In Depth - Explain Plats/Abstracts. Other- Foreclosures, How to clear up problems with title (example: how succession effects clear title); Also *May is NFPA Pro Bono Month!* Highlight association pro bono efforts and successes
- June/July** **WILLS & TRUSTS:** Basics- Intestate, Role of Executor/Administrator. In Depth- Setting up Trusts, types of Trusts Other- Adopted children, Filing an Interdiction
- AND BANKRUPTCY:** Basics- Explain difference between Chapter 7, 13, 11. In Depth- Debtor compliance with the new rules Other- Proof of Claims, Debt collection, Private investigation
- Aug/Sept** **CORPORATE LAW – For-Profit and Not-for-Profit:** How to Form a Corporation and different types of Corporations. In Depth- Articles of Incorporation, By Laws, Other-Notary (different regulations nationally), Keeping track of corporate minutes, Secretary of State searches, serving registered agents. **AND TECHNOLOGY:** Results of Technology Survey(?);in-depth information regarding a particular software program; what to consider in deciding upon a particular litigation support vendor; other
- Oct/Nov** **EMPLOYMENT LAW:** Basics- Department of Labor basic rights of employee. Explain Exempt/Non-Exempt Employees. In Depth-Effect of Immigration Other Paralegals and the billable hour
- Dec 09/Jan 10** **ENVIRONMENTAL LAW:** Basics- What is Environmental Law? In Depth- Oil/Gas litigation - tracing title on land contamination, etc.

ARTICLE DEADLINES

November 20, 2008

January 20, 2009

March 20, 2009

May 20, 2009

July 20, 2009

September 20, 2009

See below for Column information

2010 EDITORIAL THEMES

Feb/Mar	TECHNOLOGY: Software/hardware reviews; technology in different areas of the law; technology advances and expectations; technology survey; in-depth information regarding a particular software program; what to consider in deciding upon a particular litigation support vendor; other
April/May	FAMILY LAW AND PRO BONO: Basics-Areas of Family Law. In Depth- Filing an Adoption, Divorce, Guardianship, or Trust; pro bono; workplace and domestic violence issues; other.
June/July	CRIMINAL: Basics- Types of Criminal Law. In Depth- how to conduct background checks, differences between federal and state prosecution and defense
Aug/Sept	NON-TRADITIONAL AND INDEPENDENT CONTRACTORS/FREELANCE PARALEGALS: Defining your skills. What to look for when choosing placement agencies. Nontraditional Roles of Paralegals: example paralegal lobbyist, paralegals not employed in law firms. What defines a Contract Paralegal according to IRS. In Depth- How to Start your own paralegal Firm, Other-Unauthorized Practice of Law, Different regulations for UPL. AND TECHNOLOGY: Results of Technology Survey(?);in-depth information regarding a particular software program; what to consider in deciding upon a particular litigation support vendor; other
Oct/Nov	PERSONAL INJURY – Plaintiff and Defendant: Basics – How to determine a good case/client or Paralegal responsibilities – what to do with a personal injury case; In-depth – how to draft discovery designed to get all the facts; interviewing witnesses; etc.
Dec 10/Jan 11	INTELLECTUAL PROPERTY: Basics- What is a copyright and how does it protect the creator? Explain patent and trademarks. In Depth- Franchise Circulars Other- How internet has affected musicians and authors?

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2009-10 COLUMNS - *if you would be interested in writing a regular column, please contact Dan O'Leary at ROI (roi@kc.rr.com)*

Legal Research/Writing (grammar tips, shortcuts/tips regarding research)
Sticky Situations (Example: notarize something not seen)
Quick Tips/New Challenges (shortcuts in Word, Excel, new regulations/laws)
Suggested Non-Law Topics
 Etiquette (how to address someone)
 Time Organization
 Feng Shui of your office
 Exercises at Your Desk
 Other

FEATURE ARTICLES – We welcome feature articles at any time.

Feature articles may be about any topic of interest to, or educational value to, paralegals in the pursuit of their profession, i.e. career issues, time management, how to balance work and family, articles about your area of legal practice expertise including military paralegals.

PUBLICATION GUIDELINES – NFPA accepts well-written articles for the *National Paralegal Reporter* (ISSN 1058-482X) which is published six times a year. Magazines are mailed on the 15th of the month preceding publication. Dec/Jan is mailed Nov. 15. **These guidelines are provided to all authors to ensure consistency of articles.**

Cover Articles: 1,500 – 2,000 words
Feature Articles: 1,000 – 1,500 words
Department Articles: up to 1,000 words, *unless specifically requested by publisher/editor or previous agreement between author and publisher/ editor*
Article Deadlines: Article due dates are listed above by themes. If you have questions or want to request an extension, please call 816-942-1600 or email roieditor@kc.rr.com.
Authors: NFPA will accept articles written by any individual. Articles must be non-advertising in content and written using the Associated Press guidelines.
Format: All articles must be provided (*with all formatting intact*) in WordPerfect or Word. Authors should also provide a bio and a high-resolution photo whenever possible. Text to be printed in bold or italics must be noted in the original document.
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