

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?

ARTICLE DEADLINES

November 20, 2009

January 20, 2010

March 20, 2010

May 20, 2010

July 20, 2010

September 20, 2010

See below for Column information

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.

Publishing Policy: Articles printed in the *National Paralegal Reporter* express the opinions of the individual authors and do not necessarily represent the formal position of NFPA.

Review: All articles/materials are subject to editorial review and revision.

Reprints: NFPA reserves the right to reprint articles, with proper credit given.

Copies: If an article is published, the author can receive three copies at no charge.