Effective staff & client training.
Just press play.

LAW OFFICE VIDEOS
Timesaving solutions to help you prepare your clients, train your staff, and manage your office more efficiently

PINNACLE
Preparing for Your Deposition
A poor deposition can cost your client his or her case, impacting settlement negotiations or trial. The accurate demonstrations in this video show your clients what to expect and provide pointers to help them give confident, relaxed, and credible testimony. Clients learn to:

• Understand the question before answering
• Never volunteer information or guess
• Always tell the truth
• Demonstrate proper behavior and appearance

English DVD | ED0011 | $115 member / $149 nonmember
28 min. – Two booklets

Spanish DVD | ED0013 | $115 member / $149 nonmember
56 min. – Two booklets

Preparing for Your Compulsory Medical Exam
This video uses direct language to alert clients to potential pitfalls so they feel prepared and more confident going into the medical exam. Clients learn to:

• Properly describe pain
• Prepare an accurate medical history
• Document what was said and done in the doctor’s office

English DVD | ED0005 | $115 member / $149 nonmember
36 min. – Two booklets

Spanish DVD | ED0037 | $115 member / $149 nonmember
56 min. – Two booklets

Going to Court
Help your clients give winning testimony with this firsthand look at how a trial works, what will happen in the courtroom, and how they should dress and behave to support their cases. After viewing, clients will:

• Know what to expect during direct and cross-examination
• Learn to testify effectively
• Exhibit proper conduct in and out of the courtroom

DVD | ED0019 | $89 member / $115 nonmember
30 min. – Two booklets

Spanish Edition Coming Soon – Call (800) 728-7788 for information

Spanish Editions
Help your Spanish-speaking clients feel more relaxed and prepared with Law Office Videos. Designed for native Spanish speakers, these videos feature Hispanic actors and cover all the content in the English versions, plus how to work effectively with an interpreter.

Law Office Videos www.lawofficevideos.com
Give your clients more confidence and remove the mystery about what to expect. Law Office Videos show your clients realistic legal situations so they’re ready for the real thing when the time comes. Prepare your clients for success with Law Office Videos.

**A Note about the Classics**

Fads and styles come and go, but the fundamentals never change. In this section, you will find products that have stood the test of time. The clothing and hair styles in them may have changed, but the information and techniques presented in them are as relevant today as the day they were released.

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### Preparing Your Expert Witness

Solidify your case by showing expert witnesses what you need out of them. Veteran experts and winning trial lawyers outline keys to success – turning your expert witnesses into effective ones. This video guides experts in:

- Objective case analysis and evaluation
- Methods of proving damages
- Presenting complicated information a jury can understand
- Standing up to cross-examination

**DVD | ED0023 | $89 member / $115 nonmember**  
30 min. – Includes two handbooks

### Preparing for Your Personal Injury Case

Use this video to inform your personal injury clients of their options and how the process works from the initial consultation through the settlement phase and up to trial.

**DVD | ED0024 | $89 member / $115 nonmember**  
17 min. – Includes two handbooks

### Your Divorce Deposition

Relieve your divorce clients’ anxiety by showing them how to avoid mistakes that could hurt their cases.

**DVD | ED0015 | $89 member / $115 nonmember**  
21 min. – Includes two handbooks

### Understanding Alternative Dispute Resolution

Educate your clients on the advantages and disadvantages of various alternative dispute resolution methods, and who the players are in each method.

**DVD | ED0002 | $89 member / $115 nonmember**  
26 min. – Includes two handbooks

### Responsible Planning: Your Power of Attorney for Health Care and Living Will

Give clients a basic understanding of advance medical directives by showcasing the insights of legal authorities, a physician, and a consumer advocate.

**DVD | ED0028 | $89 member / $115 nonmember**  
20 min.

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Visit lawofficevideos.com to see sample video clips

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**Law Office Videos**

www.lawofficevideos.com
Proper staff training doesn’t have to take a back seat to other office matters. Law Office Videos deliver effective training for both new and current employees – turning your staff into professionals who can confidently interact with clients and efficiently handle unique law office situations.

Working in a Law Office: An Introduction
Law offices can be challenging work environments, especially for temporary employees and those without strong legal backgrounds. After watching this video they’ll be skilled in:

- Facilitating attorney-client relationships
- Docketing and calendaring
- Filing and recording documents
- Understanding legal language, definitions, and citations

**DVD | ED0036 | $69 member / $89 nonmember**
28 min.

Law Office Confidentiality
Emphasize the importance of keeping information confidential, how to avoid common mistakes, and how to deal with sensitive situations.

**DVD | ED0009 | $69 member / $89 nonmember**
Part I: 10 min. / Part II: 12 min. – Includes two handbooks

Legal Ethics for Support Staff
Help your staff avert potential ethical violations by preserving client confidentiality, identifying conflicts of interest, and handling trust accounts.

**DVD | ED0017 | $69 member / $89 nonmember**
22 min.

Professional Communications in the Law Office: Telephones, Voicemail, and Beyond
Keep your clients coming back by training your staff to handle client exchanges successfully with a professional demeanor.

**DVD | ED0026 | $69 member / $89 nonmember**
27 min.

Delivering Exceptional Service to Clients
Apply proven techniques shown in this video to improve your staff’s level of professionalism at all times in the office.

**DVD | ED0014 | $69 member / $89 nonmember**
15 min.

Dealing with Difficult Clients and Co-Workers and the Stress They Cause
To effectively handle difficult encounters in your law office, show your staff how to work with various personality types and diffuse tense situations.

**DVD | ED0010 | $69 member / $89 nonmember**
36 min.

Civil Litigation for Support Staff
Bolster your firm’s success rate with this dramatization of an accident case, which helps your staff understand the civil litigation process and their roles and duties.

**DVD | ED0004 | $69 member / $89 nonmember**
27 min. – Includes two handbooks

Marketing for Legal Support Staff: Jay Foonberg’s Proven Techniques
Promote your practice and retain clients with these sure-fire techniques and tips to inform and motivate your staff.

**DVD | ED0022 | $69 member / $89 nonmember**
52 min. – Includes two handbooks

Successful Time Management Strategies for Legal Support Staff
Give your staff the tools to efficiently handle tight deadlines, conflicting priorities, and heavy workloads.

**DVD | ED0032 | $69 member / $89 nonmember**
58 min. – Includes two handbooks

Reinforce training concepts with program handbooks
Keep lessons fresh in the minds of your clients and staff… long after the videos end. Instructive handbooks, included with select videos, offer the perfect opportunity to review specific concepts. Space is provided on the front and back covers to stamp your law firm’s name as a reminder to clients. Receive two FREE copies with the purchase of videos offering handbooks. Additional copies can be ordered at discount prices. Check video listings to see if handbooks are offered.

Members: $2.25 each | Nonmembers: $3.00 each
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