

FUNDAMENTALS OF LAW PRACTICE MANAGEMENT AND TECHNOLOGY 2018

WEDNESDAY, SEPTEMBER 12, 2018

9:00 A.M. – 4:45 P.M.

**6.0 hours CLE credit in Enhanced Ethics
for Delaware and Pennsylvania attorneys**

REGISTRATION AND CHECK-IN: 8:30 A.M. – 9:00 A.M. | CLE SEMINAR: 9:00 A.M. – 4:45 P.M.

Live in New Castle County at Delaware State Bar Association, 405 N. King St., Suite 100, Wilmington, DE

Live webcast in Kent County at Morris James LLP, 850 New Burton Rd., Suite 101, Dover, DE

Live webcast in Sussex County at Tunnell & Raysor, 30 E. Pine St., Georgetown, DE

ABOUT THE PROGRAM

This course which is one of the seven Fundamentals courses offered by DSBA focuses on the inner-workings of a law office and best practices for starting and maintaining a law practice, including the use of technology to further the mission of the lawyer/client relationship.

PROGRAM HIGHLIGHTS:

- Law Office Practice
- Avoiding a Disciplinary Complaint
- Technology Issues
- Wellness and Work/Life Balance

Sponsored by The Delaware State Bar Association

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PROGRAM SCHEDULE

Moderator

Patricia Bartley Schwartz, Esquire
Office of Disciplinary Counsel

Program

8:30 a.m. – 9:00 a.m.
Registration and Check-in

9:00 a.m. – 10:30 a.m.

Law Office Practice

Danielle K. Yearick, Esquire
Tybout, Redfearn & Pell

Benjamin Alexander Schwartz, Esquire
Schwartz & Schwartz, Attorneys at Law, P.A.

Michael I. Silverman, Esquire
Silverman McDonald & Friedman

Frederick S. Freibott, Esquire
The Freibott Law Firm, P.A.

10:30 a.m. – 10:45 a.m.
Break

10:45 a.m. – 12:15 p.m.

Lawyer-Client Relations

Dana L. Reynolds, Esquire
Law Offices of Dana L. Reynolds, LLC

Keith E. Donovan, Esquire
Morris James LLP

12:15 p.m. – 1:30 p.m.
Lunch (on your own)

1:30 p.m. – 3:00 p.m.

Technology Issues

Margaret M. DiBianca, Esquire
Smith, Katzenstein & Jenkins LLP

Richard K. Herrmann, Esquire
Morris James LLP

3:00 p.m. – 3:15 p.m.
Break

3:15 p.m. – 4:00 p.m.

Avoiding a Disciplinary Complaint

Patricia Bartley Schwartz, Esquire
Office of Disciplinary Counsel

4:00 p.m. – 4:45 p.m.

Wellness and Work/Life Balance

Carol Waldhauser
Delaware Lawyers Assistance Program

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REGISTRATION FORM

THREE WAYS TO REGISTER:

- NEW! Register online at www.dsba.org/cle. Log in and select Live Seminars (DSBA members only).
- Fax this completed form with credit card information to (302) 658-5212
- Mail this completed form with check or credit card information to:
Delaware State Bar Association, 405 N. King St., Suite 100, Wilmington, DE 19801

REGISTER ONLINE

Fundamentals Law Practice Management and Technology 2018 • Wednesday, September 12, 2018

Please return by Wednesday, September 5, 2018 • DSB09122018FUNDA

LOCATION:

- Delaware State Bar Association in Wilmington Morris James in Dover Tunnell & Raysor in Georgetown

SELECT REGISTRATION TYPE:

All rates include the CLE Seminar and Material Download

- \$75.00 Attorneys Admitted to the Bar on or after December 1, 2015
- \$290.00 Members and Staff (admitted prior to December 1, 2015) Registering Before 9/5/18
- \$310.00 Members and Staff (admitted prior to December 1, 2015) Registering On or After 9/5/18
- \$390.00 Non-Members
- PA Credit – Add \$18.00 PA ID No. _____

Name: _____ DE ID No.: _____

E-mail: _____

Firm: _____ Phone: _____

Address: _____

Check/Charge in the amount of \$ _____ enclosed. Please make checks payable to DSBA.

MasterCard Visa Amex Discover Exp. Date: _____ CVV: _____ Card No.: _____

Signature: _____ (Required if card purchase) Billing Zip Code: _____

General Information

Return registration form to Delaware State Bar Association, 405 N. King St., Suite 100, Wilmington, Delaware 19801, or by fax to (302) 658-5212. A confirmation will be emailed to the registrant. Please keep a copy of this form as your receipt. A registrant may cancel a registration for a live seminar, but a request for a refund for that cancelled registration must be made in writing and must be received no later than one week prior to a seminar to be approved. PA CLE Credit will be reported according to the PA CLE Board rules: www.pacle.org. Unpaid registrants who fail to attend are responsible for the full cost of the live seminar. A registration for a live seminar may be transferred to another attorney. Call DSBA at (302) 658-5279 for more information. Visit www.dsba.org for all seminar policies.

For Office Use Only