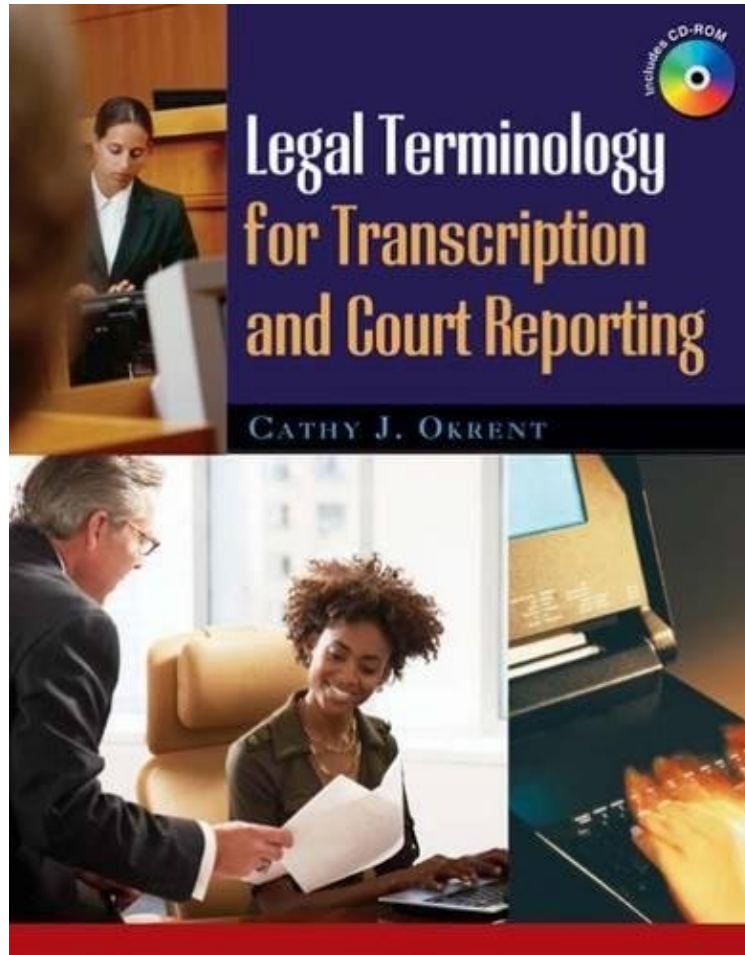


(Ebook free) Legal Terminology for Transcription and Court Reporting

Legal Terminology for Transcription and Court Reporting

Cathy J. Okrent

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Cathy J. Okrent : Legal Terminology for Transcription and Court Reporting before purchasing it in order to gage whether or not it would be worth my time, and all praised Legal Terminology for Transcription and Court Reporting:

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just a simple paperback in all black and white-my own TEACHER actually said he was not a fan of the way this book was publishedI would never recommend this book to myself for the purpose of learning this kind of material WELL. How can you learn these THOUSANDS of legal terms just by reading it all listed out like a dictionary??? Bad format choice.0 of 0 people found the following review helpful. Three StarsBy Brennan RoneyIf I'd have known there was an ebook version, I'd have gotten that instead.

Students studying legal transcription, court reporting and legal terminology will find this book to be a "must have" for professional learning. The book transforms the student into someone who is proficient in the language of law as a listener and speaker with judges, attorneys, witnesses, jurors and the parties in court. The complete understanding and usages of legal terms, as well as the related English grammar, punctuation, proofreading, and transcript production issues that contribute to an accurate record are the keys for all aspiring court reporters and transcriptionists. Mastering legal terminology and the correct English skills are keys to advancing and this book makes it fast and enjoyable with written exercises as well as audio transcription exercises on an accompanying CD-ROM.

Preface Acknowledgements How to use a Legal Dictionary/ Thesaurus Chapter 1: Administrative Law Chapter 2: Agency Chapter 3: Bankruptcy Chapter 4: Civil Litigation (Pretrial) Chapter 5: Civil Litigation (Trial and Appeal) Chapter 6: Commercial Law Chapter 7: Constitutional Law Chapter 8: Contracts Chapter 9: Corporations, Partnerships, and Sole Proprietorships Chapter 10: Criminal Law and Procedure Chapter 11: Family Law Chapter 12: Insurance Chapter 13: Intellectual Property Chapter 14: Labor and Employment Chapter 15: Legal Ethics Chapter 16: Real Property and Landlord/Tenant Chapter 17: Tax Law Chapter 18: Torts and Personal Injury Chapter 19: Wills, Trusts, and EstatesAbout the AuthorCathy J. Okrent, J.D., is a member of the New York State Bar and is admitted to the United States Supreme Court, as well as the Federal and State Courts of New York. Attorney Okrent has been a trial attorney and college professor. She has served as a state and county government attorney, hearing officer, and an employee relations manager. She is the author of three textbooks on Legal Terminology, Court Reporting, and Tort Law.