LA 202: Law Office Management

Legal Studies

Study of the procedures, systems, and ethics of a law office, including timekeeping, file management, document management, library maintenance, and professional development of paralegals.

3 Credits

Prerequisites

- LA 201: Introduction to Law
- Engl 101 or Hon 101 or Writ 100 or Writ 101

Instruction Type(s)

- Lecture: Lecture for LA 202
- Lecture: Web based lecture for LA 202
- Lecture: Web Based Lecture for La 313
- Lecture: Compressed Video for LA 202
- Lecture: Paralegal Program for LA 202

Subject Areas

- Legal Assistant/Paralegal

Related Areas

- Court Reporting/Court Reporter

The University of Mississippi is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award certificates and baccalaureate, master's, specialist, and doctoral degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, call 404-679-4500, or visit online at www.sacscoc.org for questions about the accreditation.