

TO ALL PARALEGALS, ATTORNEYS, AND LEGAL PROFESSIONALS:
A Continuing Legal Education Program presented by
Inland Counties Association of Paralegals

WEDNESDAY, OCTOBER 21, 2020

General Membership Meeting

PROJECT MANAGEMENT AND ELECTRONIC DISCOVERY

Project Management is not just for IT professionals or those who build skyscrapers or airplanes. More than 1 million project managers in 200 countries manage projects in finance, in healthcare, and in manufacturing. It makes perfect sense that project management is now an integral part of work in the legal industry. This webinar will focus on the fundamental principles of project management and how they may be used to make the work of paralegals and legal support professions more efficient. Emphasis will be placed on e-discovery projects, but the basic principles are applicable to all forms of legal work.

Presenter Mike Quartararo is the President of the Association of Certified E-Discovery Specialists (ACEDS), which provides training and certification in e-discovery to the legal community. He is the author of the 2016 book *Project Management in Electronic Discovery* and has been successfully consulting in information governance, e-discovery, project management and legal technology for two decades, including 10-year stints at both Skadden Arps and Stroock. He is a certified Project Management Professional and a Certified E-Discovery Specialist. He frequently writes and speaks on e-discovery, legal operations, project management and technology topics.



LOCATION:  **GoToWebinar**

TIME: **6:00PM - 7:00PM**

PRICE: **FREE for ALL!**

This activity has been approved for minimum continuing legal education by the State Bar of California in the amount of **1 hour** of participatory general credit.

**ATTENDEE MUST BE PRESENT DURING THE LIVE WEBINAR
TO OBTAIN THE PROOF OF ATTENDANCE MCLE CERTIFICATE.**

ICAP is a State Bar of California Approved MCLE Provider, #11452.

TO REGISTER FOR THIS WEBINAR, PLEASE VISIT:

<https://attendee.gotowebinar.com/register/5609997906494533647>

After registering, you will receive a confirmation email containing information about joining the webinar.



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