



The Organized Lawyer

Kelly Lynn Anders

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There's more than one way to be organized, but you wouldn't know it from most books and television shows. There's so much more to creating and maintaining an organized space than purchasing a bunch of plastic bins and attractive containers from the local office supply store. Add stress and time constraints and multiple types of items to control and it's a recipe for failure or a belief that organization is impossible. That's where this book comes in. The Organized Lawyer is designed to address the needs of all types of lawyers -- corporate, nonprofit, government, private, academic, and solo practitioners. Whether you're in a cubicle, corner office, or working out of your home, this book will help you develop and maintain a more organized space.

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Katie Cardiel:

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Betty Walsh:

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