

MoBar MCLE Form

14th Annual Solo & Small Firm Conference

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The Missouri Bar is accredited as a CLE sponsor by Regulation 15.04.2 promulgated pursuant to Supreme Court Rule 15.

To comply with the MCLE requirement, you will submit an Annual Report of Compliance to The Missouri Bar listing all CLE programs attended for the reporting year. This document is provided to assist you in tracking CLE program attendance. **Retain it for your records.** To determine the MCLE credit you will accrue at this program, add the total number of minutes actually attended, divide by 50 and round to the nearest tenth of an hour. This program qualifies for a total of up to **19.2 MCLE hours including up to 10.2 Ethics hours** to be applied to the current reporting year of July 1, 2008 to June 30, 2009.

THURSDAY, JUNE 11, 2009

Minutes

Attended

Sessions Scheduled

9:00 – 11:45 (3.0 MCLE hours, 3.0 Ethics hours—includes one 15-minute break) ***

*****Separately Ticketed Event*****

_____ The Bar Plan Risk Management Program: Malpractice and Ethics Risks of Practicing Law in an Uncertain Economy

BREAKOUT SESSIONS 9:30 – 10:30 (1.2 MCLE hours)

_____ **Business Law:** Choosing the Best Business Entity for Your Clients and Advising Non-Profits on 501 (c) (3) Issues

_____ **Family Law Substantive:** Aunt Shirley Wants a Divorce: Practical Tips for Those Less Experienced with Handling Divorce Cases

_____ **Estate Planning:** Trusts 101: Administrative and Post-Mortem

_____ **Substantive Law:** Tips for Practicing Before the Administrative Hearing Commission

_____ **Practice Management:** Snowed Under: How to Avoid the Avalanche by Finding Time to be More Productive

BREAKOUT SESSIONS 10:45 – 11:45 (Choose one—1.2 MCLE hours)

_____ **Business Law:** Twenty Legal Secrets that Affect Business Clients

_____ **Substantive:** Social Security Disability Unfavorable Decisions: Appeal and Win

_____ **Estate Planning:** Avoiding IRA Pitfalls and Coordinating Retirement Plans in Estate Planning

_____ **Real Estate:** Landlord/Tenant: Exploring the Difference Between Unlawful Detainer, Rent and Possession, and Expedited Eviction

_____ **Practice Management/Ethics:** How to Ethically Incorporate Limited Scope Representation Into Your Practice (1.2 Ethics hours)

_____ **Technology:** Jurassic Tech: So Easy a Cave Man Could Put Together a Usable Computer System

_____ **Computer Lab:** Hands On Fastcase

BREAKOUT SESSIONS 1:00 – 2:00 (Choose one—1.2 MCLE hours)

_____ **Starting a Practice Boot Camp:** Shake Up Your Life: A Guide to Preparing for a Successful Practice Launch

_____ **Family Law:** Say We Want Prenup! Drafting and Litigation Challenges in Prenuptial Agreements

_____ **Estate Planning:** How to Safeguard the Family Treasure When a Loved One Enters a Nursing Home

_____ **Real Estate:** Residential Foreclosures: Lender and Home Owner Perspectives and Strategies

_____ **Practice Management/Substantive:** How to Stop Working for the Health Insurance Companies--A Primer on ERISA for Plaintiff's Lawyers

_____ **Technology:** News Bulletin: Missouri Firm Goes Totally Paperless and How They Did It!

_____ **Quality of Life:** How to Reclaim Your Enthusiasm for Practicing Law: Stress Management for Stressful Times

_____ **Computer Lab:** Hands On PowerPoint Coaching

THURSDAY, JUNE 11, 2009 (continued)

Minutes

Attended Sessions Scheduled

BREAKOUT SESSIONS 2:15 – 3:15 (Choose one—1.2 MCLE hours)

- _____ **Starting a Practice Boot Camp:** Don't Hit a Sour Note: Trust Accounts, Advertising, and Staying Out of Trouble (1.2 Ethics hours)
- _____ **Business:** Business Contracts From the Litigator's Point of View
- _____ **Substantive:** Credit Repair and Counseling: Dealing with Credit Reporting Issues, Payday Loans, Fair Credit Reporting, Resurrected Debt
- _____ **Family Law:** Here We Go Again! New Form 14 and How it Affects Prior Judgments
- _____ **Practice Management:** A Big Issue: Exploring Health Savings Accounts and Other Health Insurance Options
- _____ **Technology:** How to Market Your Practice in the Cyber World: Websites, Blogs, Twitter, Social Networking Groups, and Others to Promote Your Practice
- _____ **Substantive:** Estate Planning for the Recession/Depression Including Missouri's Homestead Exemption Law
- _____ **Discussion Group:** Probate and Estate Planning Discussion Group

BREAKOUT SESSIONS 3:30 – 4:30 (CHOOSE ONE—1.2 MCLE hours)

- _____ **Starting a Practice Boot Camp:** Composing a Hit: Choice of Practice Entity, Finances, and Technology
- _____ **Substantive:** Getting Paid During Hard Times: Tips on Attorney Liens
- _____ **Family Law:** Dividing the Pie: Representing Unmarried Persons Who Are Separating
- _____ **Ethics:** Ethical Myths, Common Ethical Misconceptions, and General Ethical Misunderstandings (1.2 Ethics hours)
- _____ **Substantive:** Serving Those Who Serve Our Country: Military Issues and VA Benefits for Those Returning Home and Returning to Work
- _____ **Technology:** Remote Access: How to Easily and Securely Access Information From Anywhere
- _____ **Practice Management:** Setting Yourself Apart: How to Create a Niche Practice
- _____ **Computer Lab:** Hands On Outlook Coaching

BREAKOUT SESSIONS 4:45 – 5:45

- _____ **Starting a Practice Boot Camp:** Jam Session: Discussion Panel of Those Who Did It and Survived (1.2 MCLE HOURS)
- _____ **Sponsor Program: The Bar Plan—**Jeopardy with The Bar Plan! (1.0 MCLE HOUR)
- _____ **Sponsor Program: West, a Thomson Reuters Business—**Litigator's Toolbox (1.0 MCLE HOUR)
- _____ **Sponsor Program: Law Firm Merchant Account—**Spotlight on Credit Cards (1.0 MCLE HOUR)
- _____ **Sponsor Program: Rocket Matter—**How to Boost Productivity with Install-Free and Upgrade-Free Software as a Service (SaaS) (1.0 MCLE HOUR)

FRIDAY, JUNE 12, 2009

7:00 – 8:15

- _____ **CLE at Sunrise Part I (1.5 MCLE hours)**

9:00 – 10:00

- _____ **Plenary Session (1.2 MCLE hours)**
Shake Off the Blues: Jazz Up Your Solo and Small Firm Practice--How to Survive and Thrive in a Down Economy

FRIDAY, JUNE 12, 2009 (continued)

Minutes

Attended

Sessions Scheduled

BREAKOUT SESSIONS 10:30 – 11:30 (Choose one—1.2 MCLE hours)

_____ **Trial College/Litigation Practice:** From Start to Finish: Trial Strategy and Preserving Your Record for Appeal!
Preparing Your Case: Pleadings, Motions, and Discovery

_____ **Quality of Life/Technology:** Confessions of a Tech Junkie: How to Turn It Off and Regain Your Sanity by
Reducing Tech Overload

_____ **Bankruptcy:** Key Effects of Bankruptcy Law on Dissolution & Personal Injury & Worker's Compensation

_____ **Family Law:** Solutions to Dealing with Pro Se Divorce Litigants: Sweeping Up After the Divorce by Reopening to
Resolve Property Issues, Setting Aside Judgments, and Motions to Modify

_____ **Practice Management:** The Profitable Law Practice: Strategies to Collect Your Fees During Tough Times and
Maintain a Financially Healthy Practice

_____ **Technology:** Electronic Bread Crumbs: How to Find Forensic Evidence in Text Messages, Email, Voice Mail, and
Phone Records

_____ **Ethics:** You're Fired, Mr. or Mrs. Client! How to Ethically Withdraw When You Have Client Issues
(1.2 Ethics hours)

_____ **Computer Lab:** How to Use the PACER System

_____ **Discussion Group:** Real Estate Law Discussion Group

BREAKOUT SESSIONS 1:15 – 2:15 (CHOOSE ONE—1.2 MCLE hours)

_____ **Trial College/Litigation Practice:** From Start to Finish: Trial Strategy and Preserving Your Record for Appeal!
Jury Trial -- Voir Dire

_____ **Substantive:** Nuts and Bolts of Mechanics' Liens

_____ **Criminal/DWI:** Advanced DWI Issues/Abuse and Lose

_____ **Substantive:** Righting the Wrong Prescription: Pharmaceutical Malpractice and Liability

_____ **Technology:** E-Document Management: How to Organize Your Electronic Documents

_____ **Practice Management:** Managing Clients' Expectations in a 24/7 World

_____ **Quality of Life:** How to Get Your Act Together: Goal Setting, Time Management, and Handling Procrastination

_____ **Computer Lab:** How to Use the PACER System (repeat)

_____ **Discussion Group:** Ethics and Professionalism (1.2 Ethics hours)

BREAKOUT SESSIONS 2:45 – 3:45 (Choose one—1.2 MCLE hours)

_____ **Trial College/Litigation Practice:** From Start to Finish: Trial Strategy and Preserving Your Record for Appeal!
Bench Trial

_____ **Substantive:** Car Crashes: What You Need to Know About Uninsured, Underinsured, Stacking Issues, and Demand
Letters

_____ **Criminal/DWI Substantive:** Sure Fire Tips on Handling Administrative Actions Before DOR and New Breath
Alcohol Ignition Interlock Law

_____ **Family Law:** Family Law Mediation and Pros and Cons of Parent Coordinator Child-Focused ADR

_____ **Practice Management:** Marketing Tips You Can Use to Build Your Client Base During Tough Economic Times

_____ **Technology:** How to Securely Protect Your Data: Back Ups, Encryption, Secure Communication, Office Sharing

_____ **Ethics:** Show a Little Respect! How Mistreating and Disrespecting Other Lawyers Takes You Over the Ethics Line
(1.2 Ethics hours)

_____ **Computer Lab:** Hands On Excel Coaching

_____ **Discussion Group:** Office Hours: Come and Discuss Anything on Your Mind About Your Practice

FRIDAY, JUNE 12, 2009 (continued)

Minutes

Attended

Sessions Scheduled

BREAKOUT SESSIONS 4:00 – 5:00 (Choose one—1.2 MCLE hours)

- _____ **Trial College/Litigation Practice:** From Start to Finish: Trial Strategy and Preserving Your Record for Appeal! Evidence, Objections, and Offers of Proof
- _____ **Substantive:** Fired Employee: Good Case or Waste of Time?
- _____ **Substantive:** Learn About Missouri's New Anti-Illegal Law and Immigration Issues for Employers and Small Firm Lawyers
- _____ **Substantive:** Safekeeping Elders: How to Take On the Negligent Nursing Home
- _____ **Practice Management:** Law Practice Phase Two: Succession and Retirement Planning for the Solo and Small Firm Attorney
- _____ **Technology:** Cyber Sandbox: Quick Tech Tips
- _____ **Quality of Life:** Creating a Roadmap for Your Future: How to Become the Lawyer You Aspired to Be
- _____ **Computer Lab:** Hands On FastCase (repeat)
- _____ **Discussion Group:** Criminal Law/Traffic/DWI Discussion Group

SATURDAY, JUNE 13, 2009

7:00 – 8:15

_____ **CLE at Sunrise – Part II (1.5 MCLE hours)**

BREAKOUT SESSIONS 10:00 – 11:00 (CHOOSE ONE—1.2 MCLE hours)

- _____ **Creative Legal Jazz:** How to Find New Opportunities and Emerging Causes of Action to Build Your Practice
- _____ **Trial College/Litigation Practice:** From Start to Finish: Trial Strategy and Preserving Your Record for Appeal! It's All In Your Presentation: Presentation Skills to Make a Believable Impression
- _____ **Substantive:** Making Your Case with a Better Memory--Part I
- _____ **Criminal:** Collateral Consequences of Convictions for Juveniles
- _____ **Practice Management:** How to Successfully Hire, Supervise, and Delegate to Staff
- _____ **Technology:** The Battle of the PDA: How to Compare and Effectively Use PDA Phones in Your Practice
- _____ **Ethics:** Ethical Considerations in High Profile Cases (1.2 Ethics hours)
- _____ **Discussion Group:** Family Law Discussion Group

BREAKOUT SESSIONS 11:15 – 12:15 (Choose one—1.2 MCLE hours)

- _____ **Hot Topic:** Hot off the Capitol Steps: Updates to New Family Law Legislation for Small Firm Lawyers
- _____ **Trial College/Litigation Practice:** From Start to Finish: Trial Strategy and Preserving Your Record for Appeal! So It Went Against You!: Post Trial Motions and Preparing the Record on Appeal
- _____ **Substantive:** Making Your Case with a Better Memory--Part II
- _____ **Substantive:** Drafting, Challenging, and Defending Non-Compete and Non-Disclosure Agreements
- _____ **Practice Management:** Becoming a Trusted Advisor: How to Communicate Well to Understand Clients and Have Clients Understand You
- _____ **Technology:** 60 Hot Tech Tips, Websites, and What All in 60 Minutes
- _____ **Substantive:** Representing the Injured Employee: Workers' Compensation Essentials
- _____ **Discussion Group:** Discussion Group on Reducing Stress and Avoiding Burnout in Uncertain Times

_____ **TOTAL MINUTES ATTENDED**