

CITY BAR CENTER FOR CLE

BRIEFWRITING 101:

A STEP - BY -STEP APPROACH

Tuesday, June 12, 2012 / 6:00 p.m. to 8:00 p.m.

Your filing deadline is approaching -- What do you do? This highly recommended seminar presents, in step-by-step fashion, tried and true tips for researching and drafting a professional-quality brief. Plus: tricks for reducing page-count and word-count, which alone are worth the price of admission.

Program Instructor

Frederick A. Brodie
Pillsbury Winthrop Shaw Pittman LLP



In accordance with the CLE Board's revised Regulations and Guidelines, if you attended this program in the past you will not be permitted to apply the CLE credit for this program to fulfill your current CLE requirements.

Agenda

6:00 - 6:05	First Steps
6:05 - 6:15	The "Shell"
6:15 - 6:35	The Outline, Supporting Affidavit & Statement of Facts
6:35 - 7:00	Preparing the Argument
7:00 - 7:10	Break
7:10 - 7:20	Effective Use of Cases
7:20 - 7:30	Ruthless Editing
7:30 - 7:35	Footnotes versus Text
7:35 - 7:55	Handling Page Limits & Word-Count Limits
7:55 - 8:00	Finishing the Brief

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Live Program (includes materials):

☐ \$195 Member ☐ \$305 Nonmember

Walk-in Registration (includes materials):

☐ \$220 Member ☐ \$230 Nonmember

Materials Only (no CLE credit):

☐ \$105 Member ☐ \$135 Nonmember

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☐ Email ☐ Web ☐ Mail ☐ Other (please specify) _____

Registration Information

Program Location:

All programs & video replays are held at:

New York City Bar

42 West 44th Street, New York, NY 10036

Registration: Call 212.382.6663, fax 212.869.4451, mail registration form with payment to the City Bar Center for CLE, 42 West 44th Street, New York, NY 10036, or register online at www.nycbar.org.

Advance registration is advised. An additional fee of \$25 will be charged for "walk-in" registrations—those received later than 3:00 p.m. one business day prior to the program.

Please allow 3–5 weeks for delivery of CDs, DVDs and course materials. International orders will be sent by traceable means, and an additional charge for shipping will be owed by the recipient.

Scholarships & Discounts: Financial scholarships are available; please call 212.382.6663 for an application. All applications must be submitted three weeks prior to the program. *50% discounts off of member and nonmember prices are available for government and public interest attorneys, students, and full time academics.* A 20% discount off of member and nonmember prices is available for firms and corporations that register four or more people for a combination of programs or video replays.

**Non-legal professionals receive the member rate.*

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All information is subject to change.

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