

FINANCE CONFERENCE FOR LEGAL PROFESSIONALS CE TRACKING FORM

SPONSOR: ASSOCIATION OF LEGAL ADMINISTRATORS

OCTOBER 5-7, 2017

CHICAGO, IL

From must be completed after the session is attended.
 Select sessions attended and fill in totals at the bottom
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Contact : cecredits@alanet.org with any questions.

SELECT	Column1	TITLE	LENGTH	HRCI	HRCI BUSINESS	SHRM	CPE FIELD	CPE HOUR	MCLE
THURSDAY, October 5th, 2017									
1:15- 2:15PM									
	CM10	Opening & Keynote: Creating a Mindset for Change	60	1		1	Communication	1.2	
2:30 - 5:15 PM									
	LI10	Partner Compensation Workshop	150	2.5		2.5	Management Advisory Services	3	
	FM10	Law Firm Accounting for the Law Firm Non-Accountant	75				Accounting	1.5	
	OM10	Equipment Leasing Considerations and Strategies	75				Administrative Practice	1.5	
4:00- -5:15 PM									
	LI11	Bright Insight: Shedding Light on the Challenges and Trends Facing Today's Legal Sector	75				Communications	1.5	
	OM11	Collaborative Process Improvement: A Win-Win for Legal Departments and Law Firms	75				Personnel/HR	1.5	1.25

FRIDAY, October 6th 2017									
8:30-9:45 AM									
	FM20	Strategies to Reduce Back and Middle Office Expenses	75				Finance	1.5	
	CM20	Evolving Law Firms to Enhance Organizational Performance	75	1.25		1.25	Administrative Practice	1.5	
	OM20	Excel Guru: Tips and Tricks to Make Your Head Spin	75				Computer Science	1.5	
11:00 - 12:00 PM									
	LI20	Kissing Frogs: Looking for the Right Lateral Partner	60				Personnel/HR	1.2	
	OM21	Measuring ROI in Project Management, Process Improvement, and Pricing Programs	60				Business Management & Organization	1.2	
	HR20	Employee Benefits: What's Being Provided Today, What's New and Where are Firms Cutting Back?	60	1		1	Personnel/HR	1.2	
1:30 - 2:45 P.M.									
	OM22	Tech Tools for Small and Medium Firms	75				Computer Science	1.5	
	FM21	Collections Strategies That Work	75				Finance	1.5	
	LI21	Value Migration: Are You Making Strategic Transitions For Future Suc	75				Administrative Practice	1.5	
3:30 - 4:45 PM									
	FM23	Slicing, Dicing and Pricing: The Evolution of Law Firm Business Analytics	75				Finance	1.5	
	FM22	When E-Billing Worlds Collide	60				Finance	1.2	

SATURDAY, October 7th 2017									
8:30 - 9:45 AM									
	FM30	Intermediate And Advanced 401(k) Planning and Strategies	75	1.25		1.25	Personnel/HR	1.5	
	OM30	Reduce Spending: Negotiate Fearless Equipment, Service and Softwar	75				Personnel/HR	1.5	
	FM31	Law Firm Financial Management And Tax Update	75					1.5	
10:00 - 12:45 PM									
	LI30	Kissing Frogs: Looking for the Right Lateral Partner	60				Personnel/HR	1.2	
	FM32	Profit Patterns Using Matter Budgeting and Alternative Fees to Increa	75				Finance	1.5	
	FM33	You know the Numbers, So What?	75				Personnel/HR	1.5	
	HR30	Closing General Sesson: Seeing The People Power Nobody Sees	60	1		1	Personnel/HR	1.2	

Personal Record Keeping- Retain for your records.

CLE (Attorneys) You must sign in on the sheets at each session, then submit this form to ALA Headquarters

State: License:

Total Minutes Attended: Divided by your states credit hour: =TOTAL MCLE CREDITS

HRCI (Human Resource Professionals)

Total General HR Minutes: Total HRCI Business Minutes:

SHRM (SHRM- CP or SHRM- SCP)

Total Minutes:

CPE (CPAs)

Licensing Organization: State: License #:

PERSONAL INFORMATION:

NAME: ALA ID:

EMAIL ADDRESS:

