

Chapter Program Ideas



Chapter program/education officers have provided information on their successful education programs using uniform session evaluation and chapter education summary form. The programs with an overall evaluation rating above the midpoint have been categorized under educational areas of knowledge. For more information on any of these programs, contact the local chapter (listed in parenthesis) directly as they have had direct contact with the presenter(s) and attending members.

Information on national and regional conference speakers is available through ALA Headquarters' Professional Development Department Speaker Leads.

GM - Communications and General Management

- *Achieving Direction and Balance in Your Life (OKC)*
- *Conflict Resolution (Los Angeles)*
- *Delivering Knock-Your-Socks Off Service (Minnesota)*
- *Motivating Your Team Without Money (Valley of the Sun)*
- *Using Humor in Your Business Life (Beverly Hills)*
- *What's Happening and Why in 2001 (Boston)*

FM - Financial Management

- *Do You Want to Loose a Million Dollars? (Cleveland)*
- *Effective Presentation of Financial Reports (Columbus)*
- *Fifty Practice and Financial Management Tips (Capital)*
- *Fraud Auditing (Golden Gate)*
- *Managing Your Firms Money (Atlanta)*
- *Personal Financial Planning (Jacksonville)*
- *Strategic Financial Decision Process for Law Firms (New Orleans)*
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HR - Human Resources Management

- *Healthcare in the 21st Century (Jacksonville)*
- *How to Reduce Cost of Conflict (Austin-Central Texas)*
- *Keeping Attorneys Out of Trouble (Atlanta)*
- *Predicting Employee Candidates Job Success (Columbus)*
- *Workplace Violence (Columbus)*
- *Workplace Violence (Orange County)*

LI - Legal Industry

- *Are Your Conflicts in Conflict? (Oregon)*
- *Can You Run a Law Firm Like a Business? (Greater Kansas City)*
- *Creativity in the Law Firm (Wichita Area)*
- *Ethics Seminar (Valley of the Sun)*
- *Legal Ethics for Administrators (Beverly Hills)*
- *Life in a Multidisciplinary World (Gateway)*

OM - Office Operations Management

- *E-Mail as a Marketing Tool (Golden Gate)*
- *Integrating Technology in a Law Office (Valley of the Sun)*
- *The Digital World (Greater Chicago)*
- *Wireless Devices (New York City)*
- *Records Management: What to do with all the Paper (Houston)*
- *Trends in Law Office Design and Leasing (Charlotte)*