

LEGAL MANAGEMENT

THE MAGAZINE OF THE ASSOCIATION OF LEGAL ADMINISTRATORS

What's Happening at Headquarters?



INVITE STUDENT RECRUITS TO REGIONAL CONFERENCE

Don't miss the chance to network and show your regional spirit at this year's *Regional Legal Management Conferences*. Along with the industry insights you've come to expect from ALA conferences, take part in regional council meetings and roundtable discussions, find solutions from business partners in your region, and network with local peers.

Registration is still open for the West (Regions 5 & 6) events. Plus, you have until September 15 to get the early bird rate for Central (Regions 3 & 4) in Indianapolis.

Does your chapter include students or interns? Are you actively recruiting student members? Help them get a head start on their career. Invite them to join us at our *Regional Legal Management* conferences this fall at a new, discounted student rate.

NEED MORE CE CREDIT? WE CAN HELP

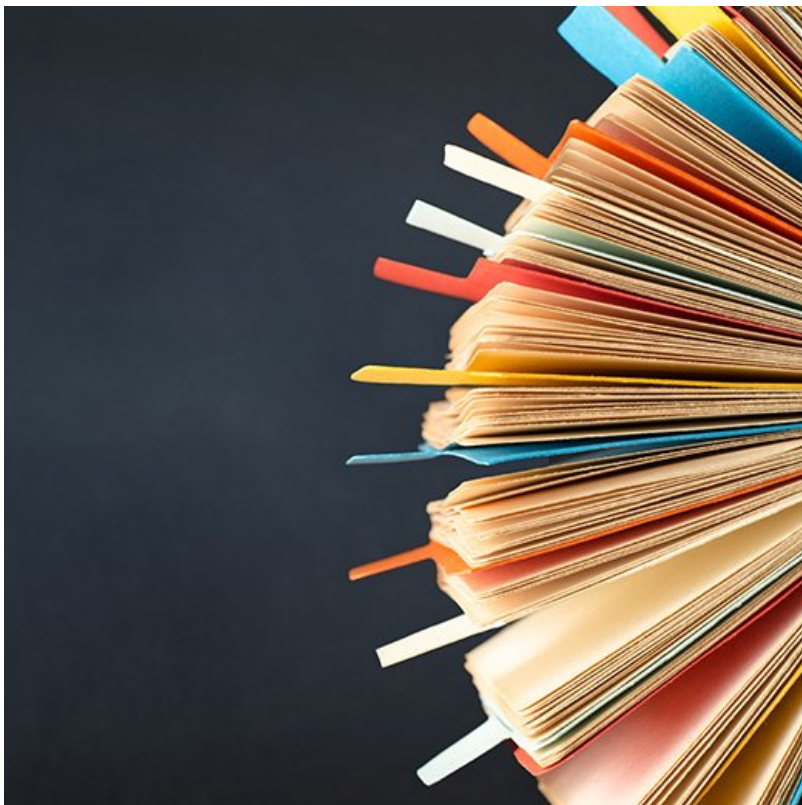
In addition to the *CE Course on ethics offered in this issue*, take a look at ALA's *Annual Conference recordings*, which offer valuable education online, on-demand, in three competency areas: human resources, legal industry/business management, and operations management/IT.

[Learn more.](#)

LOOKING FOR MORE RESOURCES?

ALA's Reference Library is the place to look. We've added this trove of knowledge to the Online Community so you can look up information and best practices on technology decisions, employee assistance programs, email etiquette and so much more.

[Check it out \(ALA login required\).](#)



ALA HOSTS ANNUAL STAFF OUTING

In June, ALA staff gathered for an afternoon of bowling for their annual staff outing. The following are some pictures from the festivities.



CALENDAR

SEPTEMBER 5
LABOR DAY

SEPTEMBER 8-10

REGIONAL LEGAL MANAGEMENT CONFERENCE – EAST
Boston, Massachusetts

SEPTEMBER 13 | 1 P.M. CENTRAL

ALA SOLUTION SERIES WEBCAST:

PRACTICE MANAGEMENT IN THE CLOUD

To manage your practice effectively in today's highly connected world, you need tools at your fingertips whenever and wherever you are. Eric Sugden, Chief Technology Officer at Thomson Reuters, will talk to you about how utilizing hosted cloud infrastructure can help you run your practice more efficiently — and give you some helpful tips on what to consider when looking at a move to the cloud.

Questions about this event? Contact [Robert Leighton](#).

SEPTEMBER 15-16



INTELLECTUAL PROPERTY CONFERENCE**CORPORATE LAW DEPARTMENT SYMPOSIUM**

Washington, DC

SEPTEMBER 21 | 2 P.M. CENTRAL**PUNCTUATION MATTERS**

Bad punctuation diminishes your credibility and prevents the smooth flow of ideas. Even worse, your message can be misinterpreted or unintelligible. Proper punctuation, however, effectively guides readers through your message, never getting in the way, while leading them to your conclusion. This isn't your grandfather's boring punctuation lecture. It's an engaging tour through the effective use of punctuation and the stylistic conventions for using punctuation to advance your argument.

Questions about this event? Contact [Peggy Siems](#).
