

THE PARAVIEW

Quarterly Publication of the
Metrolina Paralegal Association



2012

THIRD QUARTER
EDITION

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THE PARAVIEW
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The Metrolina Paralegal Association publishes *The Paraview*, which includes substantive legal articles of interest and general news for the career paralegal. This publication is distributed to approximately 250 members of the MPA in the Charlotte area. The membership of the MPA includes paralegals from private law firms, corporations, title companies, government agencies, local community colleges, educators, and paralegal students.

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MARK YOUR CALENDARS 3RD Quarter 2012

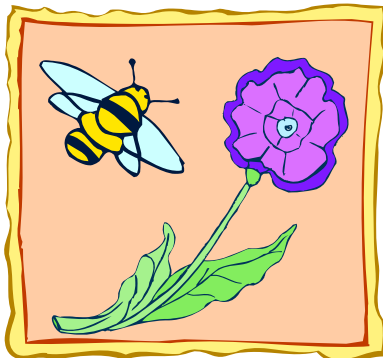


April 2012

- April 4-MPA Executive Board Meeting
- April 12-MPA Elections
- April 17-Tax Day
- April 22-Earth Day

May 2012

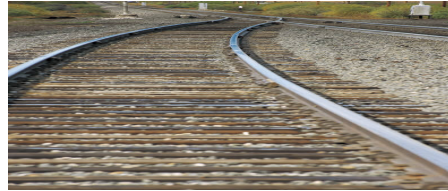
- May 2-MPA Executive Board Meeting
- May 10-MPA Monthly Meeting-Installation of New Officers
- May 13-Mother's Day
- May 28-Memorial Day



June 2012

- June 6-MPA Executive Board Meeting
- June 14-MPA Monthly Meeting
- June 17-Father's Day
- June 20-Summer begins

STAY ON TRACK WITH THESE HELPFUL TOOLS



LAW TECHNOLOGY NEWS

If you are looking for new legal technologies for your office, you might want to take a look at the Law Technology News website. The website offers information on e-discovery and compliance, litigation support, practice management, office technology, technology law as well as many other legal technology issues.

The website is
<http://www.law.com/jsp/lawtechnologynews/index.jsp>



MEDICAL ILLUSTRATIONS ASSISTANCE

If you are a paralegal whose is involved in any type of case involving medical records, you should take a look at Art for Law. The company provides anatomically correct and visually appealing medical illustrations which can be very helpful when you have a hearing or trial.

The website is <http://www.artforlaw.com/>

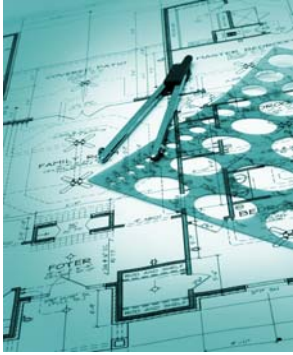
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ELDER LAW RESOURCES

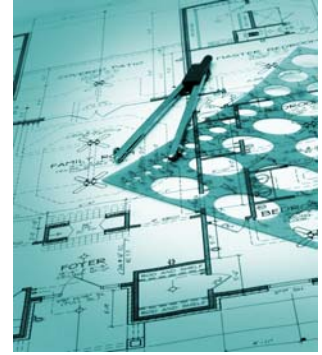
If you are a paralegal who handles cases involving elder care laws, you should be familiar with the ElderLawAnswers website. The website provides attorney referrals, state specific information on elder law as well as lots of articles and news relating to elder issues.

The website is <http://elderlawanswers.com/Default.aspx>



Your 6-Step Blueprint for Making Your Paralegal Career Decisions

By Vicki Voisin, ACP



As a busy paralegal with family and social obligations, you will constantly be faced with decisions -- some more difficult than others. Career decisions will be among the most challenging.

Making the decisions to meet and overcome your career challenges will be much less stressful if you have a clear blueprint to follow.

What kind of blueprint? You need one that will support you and assist you in getting the outcome you want. It must not stop you from reaching a solution because you're bogged down, overwhelmed and paralyzed by indecision.

Try this 6 step blueprint to get your breakthrough instead of a breakdown when you are faced with challenging career decisions.

1. Adjust your attitude. Attitude is everything! A defeatist attitude – one where you're sure you can't succeed and the glass is always half empty – will crush you every time.

A can-do attitude – one where you're positive you can succeed and the glass is always half full -- will eliminate whatever is stopping you from making a decision and finding a solution. A can-do attitude will open you up to more possibilities, resulting in your making better decisions easier and faster.

2. Take a break. When your problems are weighing heavily on you, it's time to take a break. How? Take a walk, shoot some hoops, ride your bicycle or go for a run. How about a warm bath or a cool swim? Playing with your kids or your pets is always uplifting and so is listening to your favorite music.

Throw yourself into any activity that will lift your mood and increase your energy, allowing you to put your challenges in perspective. Frequently, the right decision will come to you while you're taking a break.

3. Be clear about the outcome you want. Before you can even think about a decision, you must be absolutely clear about the outcome you want. If you don't have this clarity, you will struggle and waste time and energy in the process. The result is total frustration.

Ask yourself this question: "What is the outcome I want to create?" Be very precise when you answer this question. Once you are clear about the outcome you want, you can focus on the solution.



Your 6-Step Blueprint for Making Your Paralegal Career Decisions-CONT.

4. Focus on the solution not the problem. There is always more than one solution to any problem but you won't recognize any of them if you are only focused on the problem.

Begin by brainstorming all the possibilities. Write them down to get your thoughts out of your head and onto paper. This will "take a load off your mind" and help you focus on your solution.

5. Consider your options. Once you are totally focused on the solution, it's time to consider your options to decide which course of action you'll take. To do this, list the criteria that must be met to guarantee you will be happy with outcome that you want.

Each person has his or her individual process for weighing what is really important to them and what the outcome they want must look like. Identify what is important to you and make your list.

If, once you have defined what is important to you, you are still having difficulty making a decision, you may have too many important criteria. When there are too many criteria that must be met, it will be impossible to meet them all. Delete those that are not quite so important.

OR it is possible you have too few criteria, resulting in too many choices. If this is the case, you will have to add more criteria to eliminate choices that may result in a mediocre outcome.

6. Make your decision and take action. To get the breakthrough you want, you HAVE to make a decision and take action. By following the processes set out in steps 1-5 above, your best choice should be clear. The only thing left to do is take action.

Your challenge: Use this 6-step blueprint to find solutions to your challenges so you keep your career moving forward. Taking action is the only way to do that. Remember, your car parked in the driveway will take you nowhere unless you put it in gear and follow a map to your final destination.

Vicki Voisin, "The Paralegal Mentor", delivers simple strategies for paralegals and other professionals to create success and satisfaction by setting goals and determining the direction they will take their careers. Vicki spotlights resources, organizational tips, ethics issues, and other areas of continuing education to help paralegals and others reach their full potential.

She is the co-author of *The Professional Paralegal: A Guide to Finding a Job and Career Success*. Vicki publishes *Paralegal Strategies*, a weekly e-newsletter for paralegals, and co-hosts *The Paralegal Voice*, a monthly podcast produced by Legal Talk Network.

More information is available at www.paralegalmentor.com where subscribers receive Vicki's 151 Tips for Your Career Success.



500-A Spratt Street • Charlotte, NC 28206 • 704.371.3001 • crisisassistance.org

March 14, 2012

Ms. Roxanne Crouch
Metrolina Paralegal Association
Post Office Box 36469
Charlotte, NC 28236-6469

Dear Ms. Crouch,

Families across our community are facing financial crises. Because of friends like you they are finding help and hope at Crisis Assistance Ministry.

On behalf of the families who will be able to maintain their housing and utilities because of your support, thank you for your generous contribution of \$68.00.

Your support means parents will be better able to provide life's basic necessities for their children, that senior citizens will be able to stay in their homes with utilities intact and that individuals facing a reduction in work hours or loss of employment will receive support they need. A customer wrote to us recently,

"My sincere gratitude for all of the assistance that you have blessed my son and I with. Your help in such a time has made all the difference."

If you have questions about how your dollars are making a difference here or would like to visit the agency to see for yourself, please do not hesitate to contact me at 704-227-2790 or chardison@crisisassistance.org.

Each day people are served with dignity because of friends like you. We are so very grateful for your support.

Sincerely,

Carol Hardison
Chief Executive Officer

Visit www.crisisassistance.org for agency information anytime.

Donated by Business Check 1283 dated 2/27/2012. Please retain this letter for your tax purposes. EIN 56-1416719 No goods or services were received in exchange for this financial contribution. Financial information about this organization and a copy of its license are available from the State Solicitation Branch at (919) 733-4510. The license is not an endorsement by the state. 57362

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MPA ANNUAL SEMINAR 2012 SPEAKERS

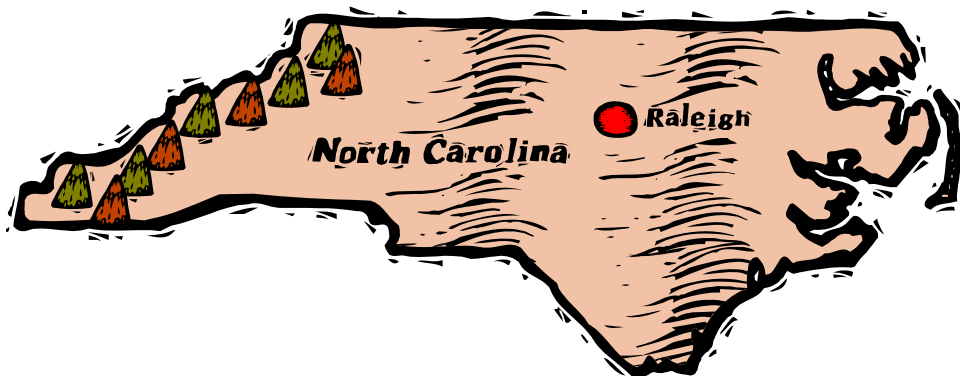


MPA ANNUAL SEMINAR 2012 PATRON BOOTHS (Please note that not all patrons are pictured) Thanks to all who came!!



MPA ANNUAL SEMINAR 2012 POST SEMINAR HAPPY HOUR





NORTH CAROLINA NEWS



JURY SERVICE MOBILE APPLICATION NOW AVAILABLE

Mobile users, in Mecklenburg County, who are summoned to jury duty can now log onto jury.mecklenburgcountync.gov as an alternative to contacting the Trial Court Administrator's Office. The mobile app offers the ability to search for jury summons, to confirm juror status and reporting date, to request a deferral of jury duty, and to create an email reminder of jury service.



POLLEN REPORT

If you ever need to check the pollen count, please note that the NC Division of Air Quality publishes a daily pollen report. Go to <http://xapps.enr.state.nc.us/aq/ambient/Pollen.jsp>



WILDLIFE RESOURCES COMMISSION LAUNCHES SITE FOR MOBILE USERS.

On April 2, 2012, the North Carolina Wildlife Resources Commission launched a mobile website. The mobile website allows you to purchase licenses, to report harvests, to check regulations, to find nearby wildlife service agent, to see maps of boating access areas and shooting ranges, and many other services.

For more information to go the website, <http://www.ncwildlife.org/News/NewsArticle/tabid/416/In dexId/7882/Default.aspx>



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If you have any questions or comments concerning the MPA or its activities, please feel free to contact any one of the following MPA Board Members.

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