

Solo/Small Firm Practice

Choosing Small, Choosing Smart - Job Search Strategies for Lawyers in the Small Firm Market: Excellent comprehensive guide to finding and landing a job with a small firm (Reserve KF 297.G48)

The Complete Guide to Contract Lawyering: what every lawyer and law firm needs to know about temporary legal services: (Reserve KF 315.A97 1999)

Flying Solo: A survival guide for the Solo and Small Firm Lawyer. Published by the ABA. (Reserve KF 300.F678)

How to Start and Build and Law Practice: Published by the ABA. (Reserve KF 300.F66)

How to Start a Successful Law Practice: the new lawyer's guide to opening an office as a solo or small firm attorney (Reserve KF 318.Z9.P43)

The Lawyer's Desk Guide to Preventing Legal Malpractice: Published by the ABA's Standing Committee on Lawyer's Professional Liability. (Reserve KF 313.L393)

The Lawyer's Guide to Increasing Revenue: produced by the Law Practice Management section of the ABA the book addresses how to increase the profit potential of your firm. (Reserve 316.5.G74)

Law Office Procedures Manual for Solos & Small Firms: Published by the Law Practice Management section of the ABA. The manual provides information about procedures, expectations, protocols and other information. Explains how a law office operates. (Reserve KF 318.Z9.D55)

Law Practice Management: Actual text book for a Law Practice Management course. Topics include management, marketplace, partnerships, resources, financial resources, work product, office systems, practice skills and more. (Reserve KF 318.M 86)

Law Practice Management in Nutshell: published by West (No call number - located in Reserve close to the other books on this list)

Negotiating with Small Firms: NALP brochure on how to get the most out of your negotiation. (Reserve KF 316.M43n)

Practical Law Office Management: covers law firm governance, administration and technology, client relations, fees, timekeeping, bills, trust funds, calendaring, marketing, law libraries and more. (Reserve KF 318.R66)

Women Rainmakers' Best Marketing Tips: Produced by the ABA Law Practice

Management Section this book includes the best ideas for rainmaking and marketing. (Reserve
KF 316.5.W65 2003)