



# Introduction to Law Practice: Organizing and Managing Legal Work (American Casebook Series)

*Gary Munneke*

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## **Introduction to Law Practice: Organizing and Managing Legal Work (American Casebook Series)**

Gary Munneke

This casebook introduces practice management skills in a variety of areas, including formation of a firm, development of a marketing plan, hiring and retaining staff, setting up a law office, leveraging the lawyer's intellectual work product, marshalling IT resources, establishing office systems, setting and collecting fees, and managing a budget. The new edition features an entirely new first section called "The Business of Law" which focuses on the economics of the profession and looks at the changing business model of law firms and billing practices. This edition also has new sections focusing on creating "practice-ready" lawyers.

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