

# California State Court Calendaring: Tools, Tricks and Tips

June 29, 2011

**\*\*1.5 Hours MCLE Credit\*\***

**Includes .5 Hours Ethics Credit**



Your System?

**Speakers:** **Julie A. Goren, Esq.** is the author and publisher of Litigation By The Numbers ([www.litigationbythenumbers.com](http://www.litigationbythenumbers.com)) and California Civil Litigation and Discovery.

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Did you know that according to the ABA, calendar related errors are the leading cause of malpractice claims, and the smaller the firm, the higher the likelihood of being sued?

Calendaring in California can be tricky because deadlines come from several sources, including the Code of Civil Procedure, the California Rules of Court, and local rules. Usually, calculating a single deadline requires the application of several codes and rules.

This program will focus on the importance of proper calendaring and how the latest rules and code changes affect how you do it, including:

- Step-by-step instructions on how to calendar deadlines in California State Court, including the several pitfalls to guard against at each step.
- Discovery and motion-related exercises so you can immediately practice the steps and see where the dangers lurk.
- Tools available to help with calendaring and much more.

**11:30 - Noon** Sign-in and Brown Bag Lunch      **Noon - 1:30 p.m.** Program

Alameda County Law Library, Conference Room 8  
125 Twelfth Street, Oakland

**\$10.00 Advance Registration; \$15 Day of Event**

For registration and additional information, please call (510) 272-6483.



The Alameda County Law Library is 2 blocks from the Lake Merritt BART Station.

Pay by credit card over the phone by calling **510-272-6483**.

In person at the Reference Desk or Mail a check (make check payable to **“Alameda County Law Library”**) or credit card information (including name, card number and expiration-date) to:

**Alameda County Law Library, 125 Twelfth Street, Oakland, CA 94607.**

No refunds, but you may substitute another person.

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 First Name Last Name

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 Mailing Address City State Zip Code

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 Daytime Phone Number

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 State Bar Number State Where Licensed

**Nearby Oakland Restaurants Providing Takeout:**

**Brown Bag Sandwiches**

134 Fourteenth Street  
 510-839-5124

**Eden Plaza Café**

1109 Oak Street (at Eleventh Street)  
 510-286-9900

**Fresh Start**

Alameda County Recorder’s Office  
 1106 Madison Street, 1<sup>st</sup> Floor

**McDonald’s**

1330 Jackson Street  
 510-839-3876