LPI Legal Professionals Incorporated

Educating California's Legal Support Professionals

LEGAL TECHNOLOGY TRAINING

You're on Mute!

Zoom & Teams Basics for Legal Professionals



Presented by:

June Hunter

LPI Member - **FREE**

Non-Member - $55

Tuesday, January 19, 2027

12:00 p.m. - 1:00 p.m.

WEBINAR

Build confidence and get comfortable using Zoom and Microsoft Teams for virtual meetings. This beginner-friendly webinar will cover the essential features legal professionals use every day, including joining and scheduling meetings, navigating controls, using audio and video effectively, sharing your screen, chatting, managing participants, and helpful tips for a smoother meeting experience.



About the Instructor

June Hunter

June Hunter is a Technical Enablement Sr. Specialist at DISCO and teaches computer essentials at UC San Diego Division of Extended Studies in their ABA-approved Paralegal Studies program.

Go to www.legalprofessionalsinc.org/events/ to register.

For information or group registrations:

Training@LegalProfessionalsInc.org

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This webinar is approved for 1.0 hour of CCLS credit.

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