Intermediate Legal Professionals Training Series (Civil Module)

Live, Online 8-Week Course (Via Zoom)

April 7 - May 26, 2027
(Wednesdays, 6-8 PM)

$425 LPI Members | $525 Non-Members
(Includes membership in LPI/local association, subject to approval)

Textbook: Law Office Procedures Manual*
(Included with Registration)

DEADLINE TO REGISTER: April 1, 2027

LPI LEGAL PROFESSIONALS INCORPORATED
Educating California's Legal Support Professionals
www.legalprofessionalsinc.org

Enhance Your Skills!

REGISTER NOW!

LPI UNIVERSITY

Upon completion of the course, students will receive a credential badge from LPI.

Each individual must register separately.

*Students who register after April 1 are not guaranteed to receive the textbook in time for the first class.

TOPICS COVERED

Week 1: The Litigation Mindset and Case Lifecycle
How civil cases move; Who controls what; Responsibility flow; Anticipation vs. reaction; Seeing the whole chessboard.

Week 2: Pleadings & Early Strategic Responses
Complaint strategy; Answers; Demurrers; Motions to Strike; Motions to Quash; Removal to federal court; Jurisdiction challenges; Early settlement positioning.

Week 3: Calendaring & Workflow Control
What happens if service is late? What should already be happening before this deadline? What deadlines cascade from this filing? What happens if opposition is filed late? What breaks if this date moves?

Week 4: Discovery, Depositions & Subpoenas
Evidence acquisition tools; Deposition preparation tools; trial preparation tools, credibility tools.

Week 5: ADR, Settlement Strategy & 998 Offers
When mediation/arbitration occurs; Why cases settle; Leverage creation; Litigation economics; How 998s shift risk; How costs/fees pressure litigation.

Week 6: Motion Practice & Written Advocacy
Where motions fit into the larger litigation picture; Seeing motion practice as purposeful instead of procedural; Regular motions; MSJs.

Week 7: Trial Preparation & Trial Technology
Readiness; Coordination; Storytelling; Evidence flow; Witness prep; Exhibit management; Courtroom tech;.

Week 8: Litigation Labs / Capstone Week
Case timeline workshop; Spot-the-problem exercises; What happens next?; Workflow mapping; Team communication scenarios; Deadline chain exercises; Litigation sequencing; Motion/deposition/trial coordination.

WHY CHOOSE THIS COURSE?

This course is designed not just to teach litigation procedures, but to help legal professionals develop the judgment, anticipation, and strategic awareness needed to contribute meaningfully throughout the lifecycle of a case.

Let's Build Your Success Together!

Lynne Prescott, CCLS, is LPI's Legal Education Instructor, with over 40 years' experience as a legal professional. She teaches at both the intermediate and advanced levels and conducts legal training for LPI in specialty practice areas.



Legal Professionals, Inc. is an approved provider and certifies that each module is approved for minimum continuing legal education (MCLE) credit in the amount of 2.0 hours by the State Bar of California, and is approved for 2 hours of CCLS credit.