



MAY TECHNOLOGY TRAINING

Presented By:

Legal Support Solutions

Microsoft Word Table of Authorities

Join us as we dive into Microsoft Word's Table of Authorities and create your next TOA with confidence!

Mark citations, create short cites, utilize categories, generate and format your final TOA, troubleshooting tips and more!

**Choose The Date That
Works For You
May 4 or May 19**

12:00-1:00 PM

LPI Member	Non-LPI member
\$25	\$45

Online Registration and Payment (via check or credit card) Available at:

<https://www.legalprofessionalsinc.org/events>

No cancellations or refunds are provided after the webinar; however, should a cancellation occur at least 48 hours before the live webinar, LPI will issue a full refund. This class will not be recorded.

**For further information or group registrations email:
training@legalprofessionalsinc.org**

About the Trainer



Marni Beach offers a unique combination of over 25 years of civil litigation legal secretary experience and advanced computer support and technology training skills.

No matter the topic, Marni always delivers upbeat, user friendly training, easily adapting to both attorney and support staff environments of any size and level of experience.

With a professional yet relaxed teaching style, a sincere love to teach, a vast knowledge-base and sense of humor, your training sessions with Marni are guaranteed to be both educational and enjoyable.

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