



FALSS Optional Events:

- Legal Education - "Free to Attendees"
 - Sunset Cruise - \$21 per person

HOLIDAY INN LAKEWOOD RANCH
6231 Lake Osprey Drive
Sarasota, FL 34240

In Conjunction with FALSS Second Quarter Membership Meeting

PART 1: Saturday October 16, 2010

Software Usage in the Law Office Workshops

1:45 p.m. to 2:45 p.m.

- Excel – Presented by Tammy Skonie, CP, FRP
Basics formatting, using formulas, printing, linking spreadsheets, use as a database for merges in Word
- PowerPoint – Presented by Jennifer A. Volkmar, FRP
Use in mediation; client conferences; major presentations and use at trials
- Word – Presented by Susan M. Batchelder, PLS
Working with Footnotes; Comparing Document Versions; Formatting Skills; & other tips working with legal documents

Please bring your laptops with you.

PART 2: Saturday October 16, 2010

Legal Networking Roundtable Discussions

2:45 p.m. to 3:15 p.m.

- Network with others in your area of law.
- Share discussions with other professionals working in your particular area of law.
- Ask questions and exchange information for future contacts.
- Exchange tips and pointers from others in your profession.

Legal Education Registration

"Free to Attendees"

Must Register to Attend

NAME _____
Last Name First Name

ADDRESS _____ PHONE _____

Mail completed registration form to: **Deborah R. Woodson, CLA, FRP**
819 Cedarcrest Court, Sarasota, FL 34232

Registration deadline: **September 15, 2010**
For more information email/call: sgebhardt@brighammoore.com or (941) 365-3800



CRUISE REGISTRATION:

Name: _____
Address: _____
Phone: (____) _____
Number in Party _____ x \$21 = _____

Mail to: Deborah R. Woodson, CLA, FRP
819 Cedarcrest Court, Sarasota, FL 34232

Sunset Cruise on Le Barge Saturday October 16, 2010 - \$21 per person
Two hour sunset cruise leaving from Marina Jacks at 6:30 p.m. (Boarding 30 minutes prior.)
Cocktails and snacks available for purchase.
Complete form, make check payable to FALSS 2010 SECOND QMM FUND
and mail to Deborah at above address.