

Event Title:

A Paralegal's Checklist Guide to Depositions

Event Date and Time:

June 12, 2024 -- 11:00 AM EDT - 12:00 PM EDT

Event Agenda:

All times are shown in Eastern time.

11:00 - 12:00, Richard J. Eisen

- I. Your Role Before, During & After Depositions
- II. Deposition Scheduling, Notice & Subpoena
- III. The Prep: Organize Documents, Prepare & Review Exhibits, Coordinating the Team, Prep the Witness
- IV. Investigating the Deponent
- V. During the Deposition: Notetaking, Active Listening, Handling Documents & Exhibits
- VI. After the Deposition: What's Next?

Event Description:

Are you preparing for upcoming depositions? This checklist guide will reveal what to do before, during, and after each deposition. Faculty will provide sample documents that you can use in your daily practice. Uncover simple strategies and examples will help facilitate a smoother deposition for your attorney - register today!

Who Should Attend:

This **intermediate level course** will teach attendees best practices for before, during, and after depositions. Those who should attend include:

- Paralegals
- Legal Technicians
- Legal Assistants
- Legal Support Staff

Event Bio:

[**Richard J. Eisen**](#) is a partner at the St. Louis law firm of Growe Eisen Karlen Eilerts LLC. He concentrates his practice in the area of family/domestic law, including dissolution of marriage, legal separation, paternity, maintenance, child support, child custody, modification matters, enforcement, and pre/post-nuptial agreements. Mr. Eisen has tried and settled numerous complex family law cases. He frequently lectures and publishes articles in the area of family law. Mr. Eisen is a certified divorce mediator and has been appointed by the court as a guardian ad litem for children in custody disputes. He is a member of The Missouri Bar (past-chair, Legislative Subcommittee of the Family Law Section), St. Louis County Bar Association (past-president and Executive Board member

), Illinois State Bar Association and Bar Association of Metropolitan St. Louis. Mr. Eisen earned his B.A. degree, magna cum laude, from Washington University and his J.D. degree from Washington and Lee University School of Law.