

TIG 2011 IGNITE



5 minutes + 20 slides x 7 presentations =
Tons of ideas and information!

Joyce Raby, JoyceRaby.com

Jeff Hogue, Legal Assistance of Western New York

Jeffrey Kaput, Community Legal Aid Services Inc.

Kate Bladow, Consultant

Leah Margulies, LawHelp/NY

Mike Monahan, State Bar of GA Pro Bono/GLSP

William Guyton, Legal Services Alabama

Change by Joyce Raby



I know everything there
is to know about change.



I Can Change

But odds are 9 to 1 that **YOU** can't



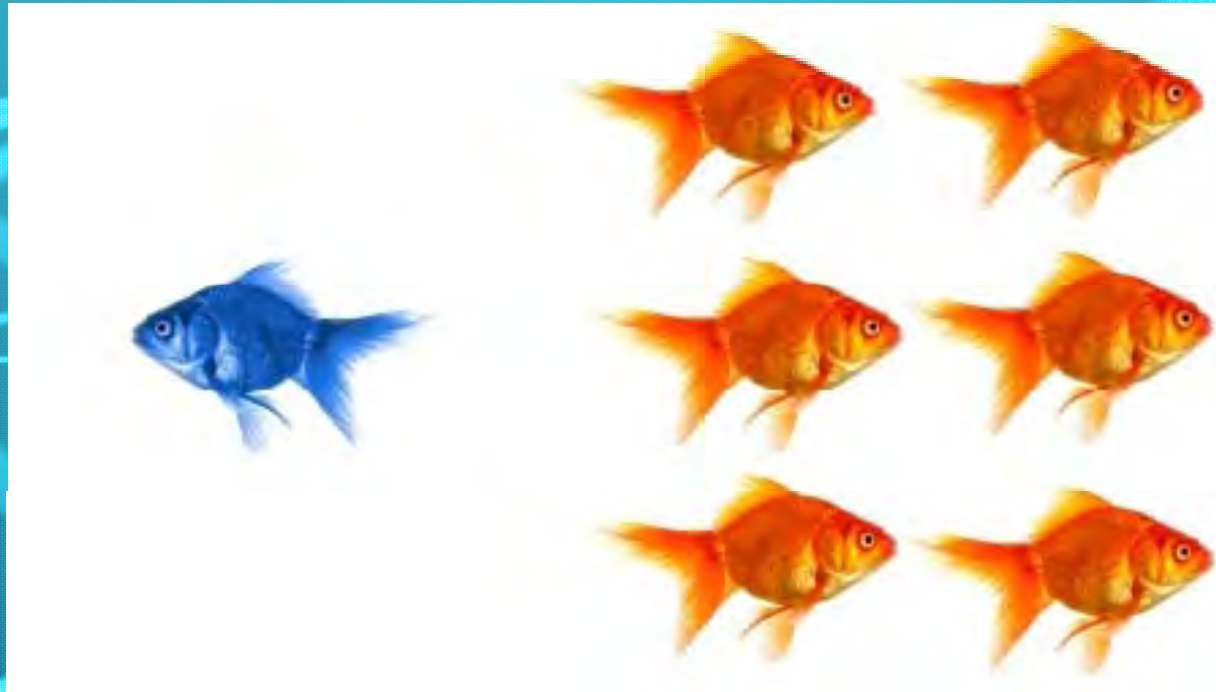
Even when death is the alternative

Some People Do

- We read about people who overcome incredible odds and obstacles to make changes in their lives every day (drug addiction, recovery from injury, up and out of poverty)
- They are like me – they are the 1 out of 10 who can change

So what's different about us/them?

They are willing to believe that it is possible



They are willing to live with ambiguity



They are willing to not have all the answers



They do not care what other people think
(they do not substitute anyone else's
judgment for their own)



They are willing to believe that the forces of the Universe are on their side.



(which is a fancy new agey way to say they do not believe that misery is an acceptable way of life)

So how?

- When the pain of staying the same exceeds the pain of change



- Or

- When the change feels so good – you can't help but do it

“Tomorrow is Another Day”

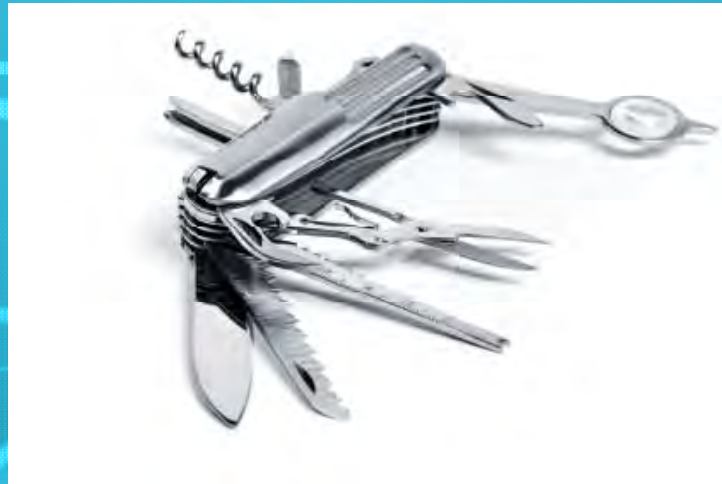
Is Crap!



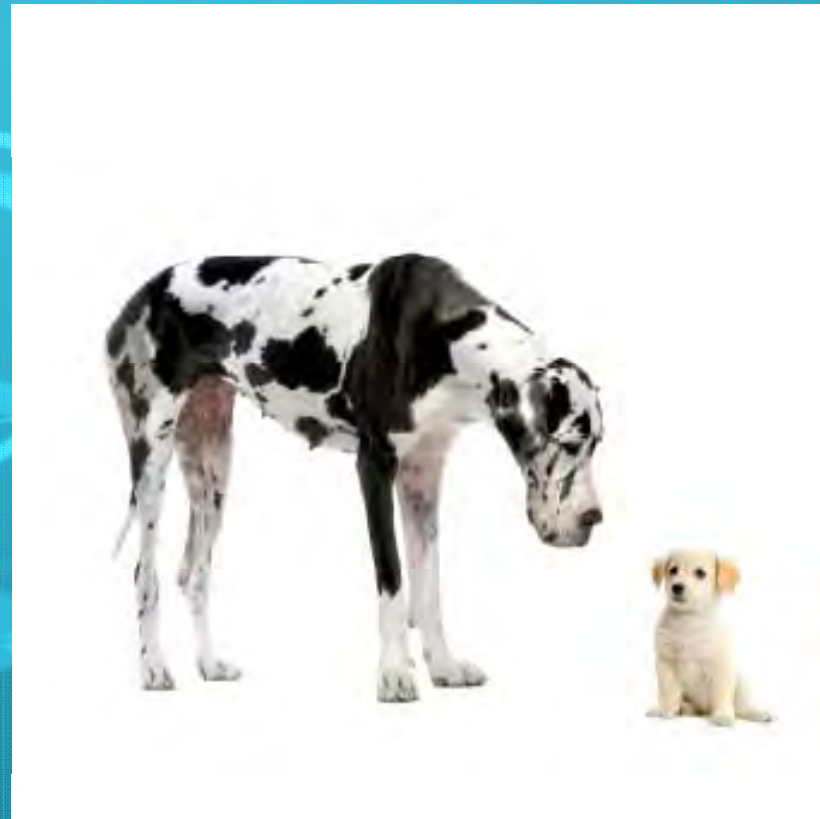
- Do something today or all is lost
- Promise yourself and then don't break it.

Changing Others?

- Solve Their Problem



- Make it Big Enough that they can notice



- Make them Feel Better



- The change must Increase their Value



- Unbridled Enthusiasm never hurts



Summary – Changing Yourself

- Know that You Can
- Do Something Today
- Keep Your Eye on the Prize
- Stop Listening to Everyone's Opinions
- Make it about Love, then Love Yourself

Summary – Changing Others

- Solve A Problem
- Make it Big Enough
- Make it Feel Good
- Add Value
- Look Happy! Make it Fun!

Want to Know More?

- About Me? - buy me drinks; hear my stories
- About Change? – Alan Duetschman, Fast Company, “Change or Die”, May, 2005
- About Change and Physical Fitness? – Chris Crowley, Amazon.com “Younger Next Year” (for men or women)



One Last Word.....

Suck it up

**Change is hard – if it wasn't everyone
would do it all the time.....**

And we would call it “beer”



TIG 2011 IGNITE



Tiny Innovations

Jeff Hogue

Legal Assistance of Western New York



A Plain Language Project Spawns Light, Fast, Free Tools

Jeff Hogue,
Supervising Attorney, Tech Coordinator,
Legal Assistance of Western New York ®

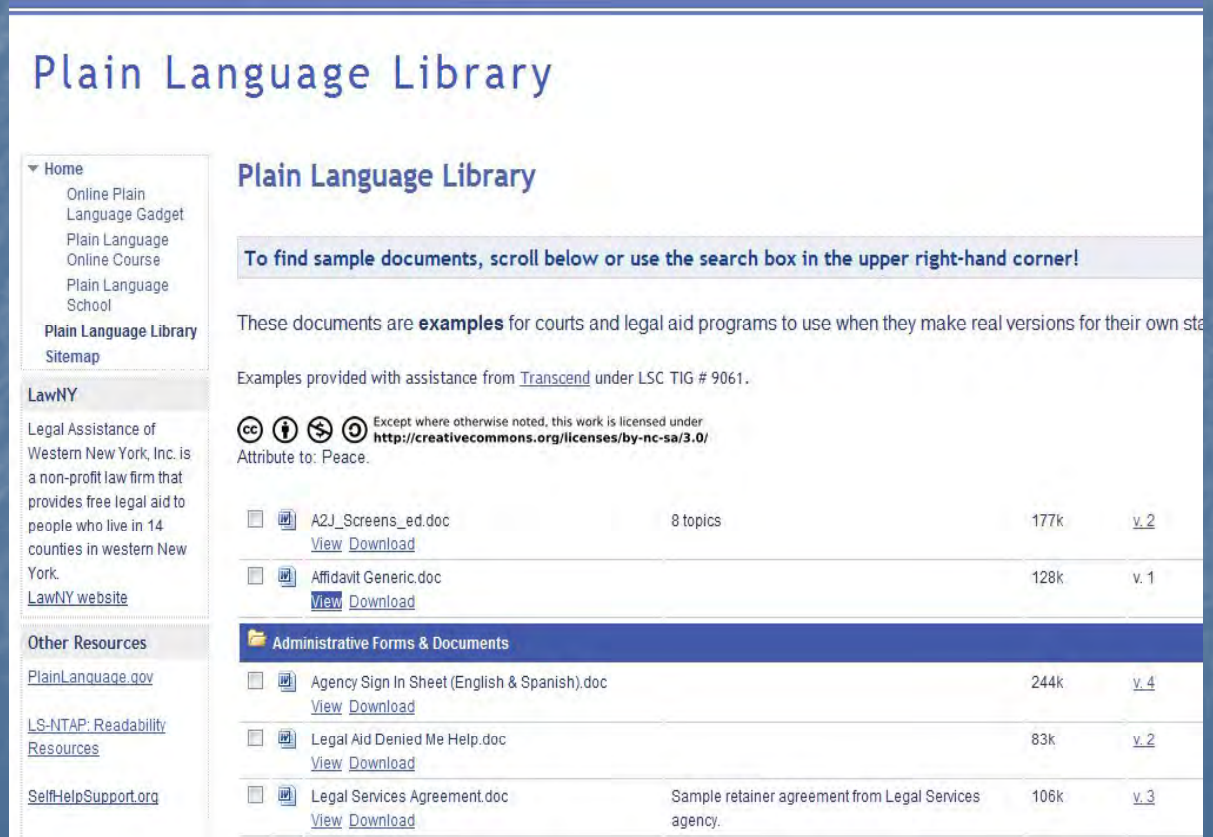
TIG 2011 – Ignite - Albuquerque

Topics (detours ahead)

- Plain Language School (WriteClearly.org)
 - Methods, tools, lessons learned
- Small Scale Innovations Grew Out of the Plain Language project
 - Replication, Quick Deployment
- Future Legal Services Tech Innovation
 - Are small apps the next innovation process we need to adopt?

Plain Language School Part 1: Publishing Model Docs

- Copied and published plain language expert Transcend's model plain language examples
- Created new plain language examples
- Reviewed some sample A2J screens from existing interviews



Plain Language Library

Home

- Online Plain Language Gadget
- Plain Language Online Course
- Plain Language School
- Plain Language Library Sitemap

LawNY

Legal Assistance of Western New York, Inc. is a non-profit law firm that provides free legal aid to people who live in 14 counties in western New York.
[LawNY website](#)

Other Resources

- [PlainLanguage.gov](#)
- [LS-NTAP: Readability Resources](#)
- [SelfHelpSupport.org](#)

Plain Language Library

To find sample documents, scroll below or use the search box in the upper right-hand corner!

These documents are **examples** for courts and legal aid programs to use when they make real versions for their own state.

Examples provided with assistance from [Transcend](#) under LSC TIG # 9061.

Except where otherwise noted, this work is licensed under <http://creativecommons.org/licenses/by-nc-sa/3.0/>
Attribute to: Peace.


<input type="checkbox"/>	A2J_Screens_ed.doc	8 topics	177k	v. 2
<input type="checkbox"/>	Affidavit Generic.doc		128k	v. 1
Administrative Forms & Documents				
<input type="checkbox"/>	Agency Sign In Sheet (English & Spanish).doc		244k	v. 4
<input type="checkbox"/>	Legal Aid Denied Me Help.doc		83k	v. 2
<input type="checkbox"/>	Legal Services Agreement.doc	Sample retainer agreement from Legal Services agency.	106k	v. 3

Roadblock: Uh oh! what about copyright?

- We didn't want to require attribution
- Traditional copyright made no sense
 - Free your content!
- We had to contact multiple former partners. If they had been rigid, no library would have been possible

Solution: Creative Commons, tweaked

- We used Creative Commons, but they don't have a 'no attribution' license
- We made one up. Non commercial, share alike.
- Attribute to?: **Peace**

 Except where otherwise noted, this work is licensed under
<http://creativecommons.org/licenses/by-nc-sa/3.0/>
Attribute to: Peace.

Plain Language School Part 2: Training

- Held combo in-person / webinar trainings
- Publishing 3 online, self-guided lessons using CALI author
 - Similar enough to A2J Author to have a small learning curve
- Following up with mentoring hours for students, delivered remotely by Transcend.

CALI Author Online Plain Language Lessons

The screenshot displays the CALI Author Online Plain Language interface. The main window has a title bar "CALI Author:Plain Language" and a menu bar with "File", "Edit", "View", and "Help". Below the menu bar is a toolbar with icons for "Contents", "Back", "Next", "Grade", "Answer", "Score", and "Help". The main content area contains the question "Does your document contain large blocks of text?" and two yellow buttons labeled "Yes" and "No", each with a question mark icon.

An "Is Your Body Text Chunked?--Yes" dialog box is open, providing guidance on text formatting. The dialog box contains the following text:

Text that is **not** split into sections is hard on the eyes, and the text in the middle is typically **not** read. To make your document easier to read, follow these rules:

- Chunk** text into small paragraphs to make the reading more manageable.
- Use bulleted and numbered **lists** to break up text and help the reader quickly find the main messages.
- If possible, present the text in **2-column format**. Readers capture more text when there are fewer than 70 characters per line

The dialog box has an "OK" button at the bottom.

Replicate & Re-purpose: CALI Author Possibilities


- Built primarily for law students
- Uses existing infrastructure
- Free for LegAid
- Use existing lessons or make new ones!
- (BTW- John Mayer is a rock star)

Find A Free CALI Lesson

Only about 10% of content relevant to us, but these are instant trainings for new workers.

Author(s):
[Dawn Dickerson](#)
[Brooke Bowman](#)

[Bookmark this](#)



Citation Form for Briefs and Legal Memoranda

This exercise is to help users learn the rules of proper citation form for briefs and legal memoranda. It does not deal with proper citation form for law review footnotes. It is divided into three sections: Section A deals with cases, B with statutory materials and C with secondary authorities.

Three types of questions are included within each section. The first type provides the user with information about a source and requires her to choose the appropriate citation from four possibilities. The second question type presents a citation and requires the student to determine whether the citation is correct and if not to identify the element of the citation that is incorrect. For each incorrect response to the first two types of questions, an explanation is provided, along with reference to the appropriate rule in A Uniform System of Citation. The third and most difficult type of question presents the user with the necessary information and requires him to write the citation. The correct citation is then displayed so that the student may compare his answer with the correct citation.

This lesson is required to reflect the 18th ed. of The Bluebook.

Lesson Completion Time: 1.0 - 1.5 hours
Lesson ID: LW/R01
Author(s):
Dawn Dickerson

Lessons Learned

- Pick great partners
- Combo live/webcast trainings contain many elements that can break.
 - Cheap webconference tools work fine, audio is the weak point
 - We only achieved good audio in 1 out of 3 trainings, despite serious effort
 - Live test with a remote participant no less than 2 hrs before the event

Light, Fast, and Free

- Publishing the plain language library was fast and free, thanks to Google Sites
- Publishing the lessons was fast and free, thanks to existing CALI Author product
- This project inspired:
 - a gadget (now part of the NGLSD) called WriteClearly™.
 - a website add-on, ReadClearly™

Plain Language School Part 3: Unplanned offspring

Write Clearly

write clearly.alpha
Plain Language Auditor | A LawNY Project

great. (49.6)

8. In case you need to take out a home loan again, the Department of Veteran's Affairs (VA) might help you. **choice, way** might work better.

9. This **option** would be best if you are simply behind on payments and are capable of catching up, if given some time. (48.41)

10. "Straight" bankruptcy does not, however, **eliminate** the right of mortgage holder to foreclose on property. (45.7)

Difficulty Flow (experimental)

Item	Difficulty Score
1	35
2	55
3	52
4	52
5	48
6	55
7	48
8	45
9	48
10	55
11	40
12	65
13	48
14	45
15	45
16	55
17	40
18	75

Again?

Write Clearly

escribit con claridad

1. El presente Manual Alministrativo de que el este libro sera como un "mensaje de la mente", pero que el principal mensaje sea uno de amistad.

2. El saber, sea con base de contribución en (Quinto contrato)

Spanish, Arabic, and about a dozen other languages

WriteClearly™ Gadget

Write Clearly

write clearly. ^{beta}

Plain Language Auditor | A LawNY Project

> Your Report (en)

Your input contained 2 sentences. They have been sorted from most difficult to least difficult. Mouse over the faces for more information. Happy editing!

1. Advance copies of the paper, to be published in The Journal of Personality and Social Psychology, have been widely discussed among psychological researchers in recent weeks and have generated a mix of amusement and scorn.



This sentence is extremely difficult to read.
70.2 ☆

2. The decision may delight believers in so-called paranormal events, but it is already mortifying scientists.



> Linear Flow

> Pie Chart

Report a Bug | Start Over

WriteClearly™ Development

- One bright student (Bradley Reiss)
- One open-minded supervisor
- About seven workdays of initial development, a few dozen troubleshooting hours
- No long planning
- Light, fast, free

ReadClearly™ Website Add-On

action - In court, when one person sues someone else to (a) defend or enforce a right, (b) stop something bad from happening or fix something, or (c) punish them for a crime.

Legal Steps the Bank Will Take

The bank will usually send you many letters that ask you to catch up with your monthly payments. It usually takes several months for the bank to decide that it will start a foreclosure case to take back your house. Your mortgage cannot be foreclosed on without a court **action**. You will be served with a notice and given 20 days to answer the papers. If you do not answer the court papers, the bank will probably ask the court for permission to sell your home at a foreclosure sale. Even if you do answer the court papers, the court will eventually give the bank permission to sell your home if it decides that you have failed to make your payments. You should talk to a lawyer about what defenses you can write in your answer.

[Read more... >>](#)

Beware of Rent-To-Own Agreements
Housing and Eviction

Written by Deborah Muntner

www.LawNY.org

Many people who sign rent to own agreements end up evicted and lose all the money they put into the home!

A rent-to-own home may seem like a good choice if you want to buy a home right now but need a little time to save for a down-payment or build up your credit rating. But at LawNY, we have noticed that some landlords **sell** the same home over and over again. Tenants sign a rent-to-own agreement,

[Rochester \(VLSP\)](#)
[Probono Net](#)
[LawNY Staff Site](#)
[Plain Language Library](#)

About LawNY

LawNY is a non-profit law firm that provides free legal aid to people who live in 14 counties in western New York.

LawNY offices may be able to help you with problems such as welfare terminations, divorces, evictions, SSI denials, or other problems if you live in one of these counties we cover.

Anyone can use this. Requires two lines of code.
Uses Google API, a Google Spreadsheet, and Google's dictionary as a fall-back

ReadClearly™ Development

- Uses free code and cloud infrastructure
- One bright student
- One open-minded supervisor
- Three days of initial development
- No long planning
- Light, fast, free

Quick Innovation Sample - Simple Free Document Assembly

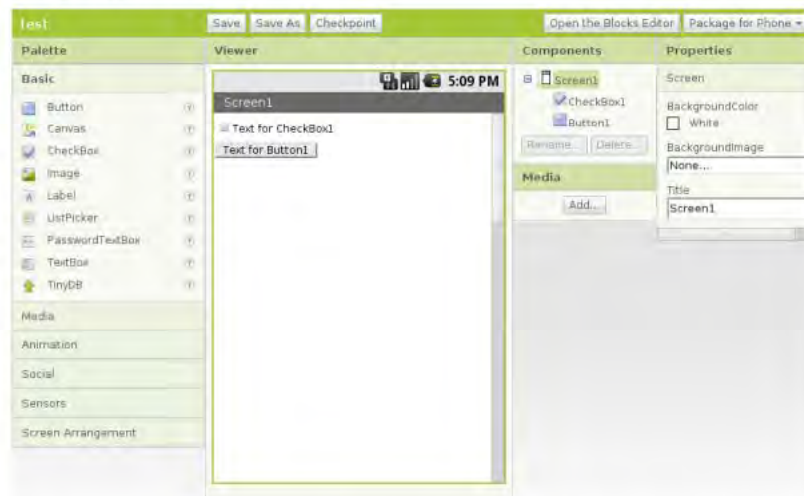
- Method designed and tested in a few weeks:
 - Input data in Google Form
 - Populates Google Spreadsheet
 - Upload a document tagged with `#variable#` to an action folder
 - Simple PHP script watches action folder, merges `#variable#` from the spreadsheet

Doc Assembly Proof of Concept Created in Hours

- I've discussed lightweight doc assembly with bright folks for years
- One bright student created an example in a day
 - Light, Fast, Free
- Going Nowhere?
 - Unless of you feel ignited

Development Example: Legal Services Phone App

To use App Inventor, you do not need to be a professional developer. This is because instead of writing code, you visually specify the app's behavior.



The App Inventor team has created blocks for just about everything you can do with an Android phone, as well as blocks to store information, blocks for repeating actions, and blocks to perform actions under certain conditions. There are even blocks for...



Simple but Powerful!

- Legal Services client population is adopting mobile web access*
- Google's new [App Inventor](#) Android development tool is an example of possible platforms
- I'm ready. Let's race.

* Not clear yet if that translates to apps.

Legal Services Techs, LSC's TIG, and Light, Fast Development

- Some ideas:
 - Consider very Tiny TIGs to pay for a proof of concept competition
 - Host a think-tank-style brainstorming for community-selected problems
- Without funding, we can't innovate in the new development world.



Jeff Hogue –
jhogue@lawny.org
LawNY, Inc. ®

Thanks to Brad Reiss, 2012
St. John's Law School J.D. Candidate,
and the New York Bar Foundation
Intellectual Property Section.

TIG 2011 IGNITE



Custom Crystal Reports via Web

Jeffrey Kaput

Community Legal Aid Services Inc.



Custom Crystal Reports via Web

Jeffrey Kaput
IT Manager
Community Legal Aid
Akron, OH

- Crystal's power
 - ASP.Net 2.0 plugin
 - Simple Coding
 - Custom URL
-
- Your report is 1 click away

Description of Project

The screenshot shows a Mozilla Firefox browser window with the title "Pika: Case # 02E-7001537Elig". The address bar displays the URL "https://pika.communitylegalaid.org/cas-svn/case.php?case_id=3169857&sc". The browser tabs include "Pika: Case List", "Pika: Case # 02E-7001537Elig", and "Activity Report".

The main content area features the "CLAS & NOLS" logo and navigation links: "Pika Home > Cases > 02E-7001537Elig". A search bar and the text "You are logged in as jkaput." are visible. Below this, there are three red warning icons with messages: "Funding Code is Blank", "Special Problem Code is Blank", and "No Opposing Parties Have Been Entered". A fourth message, "AGE Has Not Been Entered on Eligibility Tab", is also present.

A "CASE SUMMARY" section contains a horizontal menu with tabs: "Notes", "Conflict", "Eligibility", "Case Info", "Documents", "Litigation", "Contacts", "Callback", "Trust", "PBI", and "Misc". The "Eligibility" tab is currently selected.

Under the "Eligibility" tab, there is a red-bordered box labeled "No Case Tracking". To its left, a yellow-bordered box labeled "PBI" contains the text "01 - Bankruptcy/Debtor Relief".

A list of links is displayed on the right side of the page, including: "Survey", "Main Benefits", "LITC Info", "PRC-DJFS Eligibility", "Add Grant Reimbursements", "VAWA", "Foreclosure Screen", "Intra Office Transfer", "Duplicate this case", "VOCA Case Billing Activity Report", and "MLP".

The status bar at the bottom of the browser window shows "Done".

Case Management System

Activity Report - Mozilla Firefox

File Edit View History Bookmarks Tools Help

http://csg:10000/Crystal/view_case_activity.aspx?casenumber=3169857&billingrate=60

Pika: Case List Pika: Case # 02E-7001537Elig Activity Report

1 / 3 Main Report 100% BusinessObjects

Community LEGAL AID

Case Activity

02E-7001537Elig - Bob, Billy

<u>Activity Date</u>	<u>Activity Type</u>	<u>Hours</u>	<u>Summary / Notes</u>
3/29/2010	File Review		Quick Note <i>Send message to HelpLine supervisor sfsdfs</i>
3/29/2010	File Review		Tickle for HelpLine Supervisors <i>Send message to HelpLine supervisor sfsdfs</i>
3/26/2010	File Review		Quick Note <i>Do not use this is a test</i>
3/26/2010	File Review		Tickle for HelpLine Supervisors <i>Do not use this is a test</i>
3/26/2010	File Review		Quick Note <i>Do not use this is another test to drive Ereka crazy</i>
3/26/2010	File Review		Tickle for HelpLine Supervisors <i>Do not use this is another test to drive Ereka crazy</i>
3/26/2010	File Review		Quick Note <i>Do not use dfdsfdf</i>

Done

New Report

- Little to no investment cost
- No Log On
- Ability to pass report parameters
- Export
 - PDF
 - Excel
 - Word

Advantages

- Little to no investment cost
- No Log On
- Ability to pass report parameters
- Export
 - PDF
 - Excel
 - Word

Advantages

- Little to no investment cost
- No Log On
- Ability to pass report parameters
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 - PDF
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 - Word

Advantages

- Little to no investment cost
- No Log On
- Ability to pass report parameters
- Export
 - PDF
 - Excel
 - Word

Advantages

- Crystal Reports
- IIS running ASP.Net 2.0
- Visual Studio 2005
- Data Source

What's Needed

- Crystal Reports
- IIS running ASP.Net 2.0
- Visual Studio 2005
- Data Source

What's Needed

- No ability to prompt for parameters
 - Must be passed
- Two clicks to print

Limitations

- No ability to prompt for parameters
 - Must be passed
- Two clicks to print

Limitations

```
<%@ Page Language="VB" AutoEventWireup="false" CodeFile="sample_page.aspx.vb"
Inherits="sample_page" %>

<%@ Register Assembly="CrystalDecisions.Web, Version=10.2.3600.0, Culture=neutral, PublicKeyToken=692fba5521e1304"
Namespace="CrystalDecisions.Web" TagPrefix="CR" %>

<!DOCTYPE html PUBLIC "-//W3C//DTD XHTML 1.0 Transitional//EN" "http://www.w3.org/TR/xhtml1/DTD/xhtml1-transitional.dtd">

<html xmlns="http://www.w3.org/1999/xhtml" >
<head runat="server">
  <title>sample_page</title>
  <link href="/aspnet_client/System_web/2_0_50727/crystalreportwebformviewer3/CSs/default.css"
rel="stylesheet" type="text/css" />
</head>
<form id="form1" runat="server">
  <div>
    <CR:CrystalReportViewer ID="myCrystalReportViewer" runat="server" AutoDataBind="True"
DisplayGroupTree="False" EnableDatabaseLogonPrompt="False"
Height="1055px" ReportSourceID="CrystalReportSource1" Width="773px" />
    <CR:CrystalReportSource ID="CrystalReportSource1" runat="server">
      <Report FileName="Reports\sample_page.rpt">
        </Report>
      </CR:CrystalReportSource>
    </div>
  </form>
</html>
```

Sample.aspx


```
<%@ Page Language="VB" AutoEventWireup="false" CodeFile="sample_page.aspx.vb"
Inherits="sample_page" %>

<%@ Register Assembly="CrystalDecisions.Web, Version=10.2.3600.0, Culture=neutral, PublicKeyToken=692fba5521e1304"
Namespace="CrystalDecisions.Web" TagPrefix="CR" %>

<!DOCTYPE html PUBLIC "-//W3C//DTD XHTML 1.0 Transitional//EN" "http://www.w3.org/TR/xhtml1/DTD/xhtml1-transitional.dtd">

<html xmlns="http://www.w3.org/1999/xhtml" >
<head runat="server">
  <title>sample_page</title>
  <link href="/aspnet_client/System_web/2_0_50727/crystalreportwebformviewer3/CSs/default.css"
rel="stylesheet" type="text/css" />
</head>
<form id="form1" runat="server">
  <div>
    <CR:CrystalReportViewer ID="myCrystalReportViewer" runat="server" AutoDataBind="True"
DisplayGroupTree="False" EnableDatabaseLogonPrompt="False"
Height="1055px" ReportSourceID="CrystalReportSource1" Width="773px" />
    <CR:CrystalReportSource ID="CrystalReportSource1" runat="server">
      <Report FileName="Reports\sample_page.rpt">
        </Report>
      </CR:CrystalReportSource>
    </div>
  </form>
</html>
```

Sample.aspx

```
<%@ Page Language="VB" AutoEventWireup="false" CodeFile="sample_page.aspx.vb"
Inherits="sample_page" %>

<%@ Register Assembly="CrystalDecisions.Web, Version=10.2.3600.0, Culture=neutral, PublicKeyToken=692fba5521e1304"
Namespace="CrystalDecisions.Web" TagPrefix="CR" %>

<!DOCTYPE html PUBLIC "-//W3C//DTD XHTML 1.0 Transitional//EN" "http://www.w3.org/TR/xhtml1/DTD/xhtml1-transitional.dtd">

<html xmlns="http://www.w3.org/1999/xhtml" >
<head runat="server">
  <title>sample_page</title>
  <link href="/aspnet_client/System_web/2_0_50727/crystalreportwebformviewer3/CSs/default.css"
rel="stylesheet" type="text/css" />
</head>
<form id="form1" runat="server">
  <div>
    <CR:CrystalReportViewer ID="myCrystalReportViewer" runat="server" AutoDataBind="True"
DisplayGroupTree="False" EnableDatabaseLogonPrompt="False"
Height="1055px" ReportSourceID="CrystalReportSource1" Width="773px" />
    <CR:CrystalReportSource ID="CrystalReportSource1" runat="server">
      <Report FileName="Reports\sample_page.rpt">
        </Report>
      </CR:CrystalReportSource>
    </div>
  </form>
</html>
```

Sample.aspx

```

Option Strict On
Imports CrystalDecisions.CrystalReports.Engine
Imports ReportPrinting
Imports CrystalDecisions.Shared
Imports System.Collections
Partial Class sample_page
    Inherits System.Web.UI.Page
    Private Sub ConfigureCrystalReports()
    End Sub

    Private Sub Page_Init(ByVal sender As Object, ByVal e As System.EventArgs) Handles Me.Init
        ConfigureCrystalReports()
    End Sub

    Protected Sub Page_Load(ByVal sender As Object, ByVal e As System.EventArgs) Handles Me.Load
        Dim passcasenumber As String
        Dim passbillingrate As String
        passcasenumber = Request.QueryString("casenumber")
        passbillingrate = Request.QueryString("billingrate")
        Dim icnetreport As ReportDocument
        icnetreport = New ReportDocument
        'get report path, load in report document
        Dim reportPath As String = Server.MapPath("Reports\sample_page.rpt")
        icnetreport.Load(reportPath) 'Preload parameters ... cannot mix set parameter and user
        icnetreport.SetParameterValue("CaseNumber", passcasenumber)
        icnetreport.SetParameterValue("BillingRate", passbillingrate)
        myCrystalReportViewer.ReportSource = icnetreport
        'myCrystalReportViewer.Dispose()
    End Sub

    Protected Sub Page_Unload(ByVal sender As Object, ByVal e As System.EventArgs) Handles Me.Unload
        myCrystalReportViewer.Dispose()
    End Sub
End Class

```

Sample.aspx.vb

```

Option Strict On
Imports CrystalDecisions.CrystalReports.Engine
Imports ReportPrinting
Imports CrystalDecisions.Shared
Imports System.Collections
Partial Class sample_page
    Inherits System.Web.UI.Page
    Private Sub ConfigureCrystalReports()
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    Private Sub Page_Init(ByVal sender As Object, ByVal e As System.EventArgs) Handles Me.Init
        ConfigureCrystalReports()
    End Sub

    Protected Sub Page_Load(ByVal sender As Object, ByVal e As System.EventArgs) Handles Me.Load
        Dim passcasenumber As String
        Dim passbillingrate As String
        passcasenumber = Request.QueryString("casenumber")
        passbillingrate = Request.QueryString("billingrate")
        Dim icnetreport As ReportDocument
        icnetreport = New ReportDocument
        'get report path, load in report document
        Dim reportPath As String = Server.MapPath("Reports\sample_page.rpt")
        icnetreport.Load(reportPath) 'Preload parameters ... cannot mix set parameter and user
        icnetreport.SetParameterValue("CaseNumber", passcasenumber)
        icnetreport.SetParameterValue("BillingRate", passbillingrate)
        myCrystalReportViewer.ReportSource = icnetreport
        'myCrystalReportViewer.Dispose()
    End Sub

    Protected Sub Page_Unload(ByVal sender As Object, ByVal e As System.EventArgs) Handles Me.Unload
        myCrystalReportViewer.Dispose()
    End Sub
End Class

```

Sample.aspx.vb

trust_account - Mozilla Firefox

File Edit View History Bookmarks Tools Help

http://csg:10000/Crystal/trust_account.aspx?CaseId=3086402

Pika: Case List trust_account

1 / 1 Main Report 100% BusinessObjects

Community
LEGAL AID

Trust Account Activity

As Of: 9:57 am on 12/19/2006

Case: 06E-0089267

Date	Deposit Slip	Deposit	Receipt	Withdrawal	Check #	Payee	Comment	Cleared	Yc
7/31/2006	8-4-06	\$70.00	1617	\$0.00			bankruptcy	No	Yc
9/5/2006	090806	\$69.00	1633	\$0.00			payment	No	Yc
10/11/2006	10-18-06	\$69.00	1639	\$0.00			filing fee/bankruptcy	No	Yc
11/6/2006	11-14-06	\$66.00	1645	\$0.00			fee	No	Yc
12/19/2006		\$0.00		\$274.00	1299	CLAS	Bankruptcy	No	Yc
Totals:		\$274.00		\$274.00					
Outstanding Balance:			\$0.00						

Done

Trust Account Activity

Community
LEGAL AID

Hotline Intakes

As Of: 11:12 am on 1/29/2010

	Hotline Intakes	All Intakes	Elena	Kelly	Lisa	Takenya	Ereka	Average
1/3/2010	0	1	0	0	0	0	0	0.00
1/4/2010	113	182	55	0	12	24	22	28.25
1/5/2010	109	175	58	0	24	26	1	27.25
1/6/2010	85	142	40	0	22	23	0	21.25
1/7/2010	70	117	38	0	19	13	0	17.50
1/8/2010	81	96	44	0	15	21	1	20.25
1/3/2010	458	713	235	0	92	107	24	114.50
1/11/2010	86	151	51	0	31	0	4	21.50
1/12/2010	58	118	0	0	23	34	1	14.50
1/13/2010	76	128	36	0	21	19	0	19.00
1/14/2010	85	129	47	0	20	18	0	21.25
1/15/2010	54	94	34	0	0	20	0	13.50
1/10/2010	359	620	168	0	95	91	5	89.75
1/18/2010	0	1	0	0	0	0	0	0.00
1/19/2010	83	138	48	0	0	31	4	20.75
1/20/2010	83	139	40	0	22	18	3	20.75
1/21/2010	75	114	38	0	26	11	0	18.75
1/22/2010	67	104	37	0	15	15	0	16.75
1/17/2010	308	496	163	0	63	75	7	77.00
1/24/2010	0	3	0	0	0	0	0	0.00
1/25/2010	77	153	53	0	0	20	4	19.25
1/26/2010	87	114	46	0	0	21	0	16.75
1/27/2010	83	141	54	0	12	17	0	20.75
1/28/2010	82	129	40	0	23	19	0	20.50
1/29/2010	64	111	28	0	14	21	1	16.00

Done

Intake Report

hotline_intake - Mozilla Firefox

File Edit View History Bookmarks Tools Help

http://csg:10000/Crystal/hotline_intake.aspx?refresher=1234

hotline_intake

1 / 13 Main Report 100% BusinessObjects

Community LEGAL AID

Hotline Intakes

As Of: 11:12 am on 1/29/2010

	Hotline Intakes	All Intakes	Elena	Kelly	Lisa	Takenya	Ereka	Average
1/3/2010	0	1	0	0	0	0	0	0.00
1/4/2010	113	182	55	0	12	24	22	28.25
1/5/2010	109	175	58	0	24	26	1	27.25
1/6/2010	85	142	40	0	22	23	0	21.25
1/7/2010	70	117	38	0	19	13	0	17.50
1/8/2010	81	96	44	0	15	21	1	20.25
1/3/2010	458	713	235	0	92	107	24	114.50
1/11/2010	86	151	51	0	31	0	4	21.50
1/12/2010	58	118	0	0	23	34	1	14.50
1/13/2010	76	128	36	0	21	19	0	19.00
1/14/2010	85	129	47	0	20	18	0	21.25
1/15/2010	54	94	34	0	0	20	0	13.50
1/10/2010	359	620	168	0	95	91	5	89.75
1/18/2010	0	1	0	0	0	0	0	0.00
1/19/2010	83	138	48	0	0	31	4	20.75
1/20/2010	83	139	40	0	22	18	3	20.75
1/21/2010	75	114	38	0	26	11	0	18.75
1/22/2010	67	104	37	0	15	15	0	16.75
1/17/2010	308	496	163	0	63	75	7	77.00
1/24/2010	0	3	0	0	0	0	0	0.00
1/25/2010	77	153	53	0	0	20	4	19.25
1/26/2010	87	114	46	0	0	21	0	16.75
1/27/2010	83	141	54	0	12	17	0	20.75
1/28/2010	82	129	40	0	23	19	0	20.50
1/29/2010	64	111	28	0	14	21	1	16.00

Done

Intake Report

TIG 2011 IGNITE



5 Easy Things Law Firm Staff & Volunteers Can Do to Improve Information Security

Kate Bladow
Consultant



**5 Easy Things Law
Firm Staff &
Volunteers Can Do
to Improve
Information Security**

Technology & Cars Are Tools

Lawyers need to think about technology like they think of a car.

“You don’t need to know how to change a tire.”



No Tool, No Work



This Is About Client Service



Pay Attention



- Know what you click & download
- Keep track of laptops, mobile phones, and USB keys

Preventing Click, Click, Oops!



- **Web of Trust**

<http://www.mywot.com/>

- **Virus Total & Vtzilla**

<http://www.virustotal.com/>

- **Lookout Mobile Security**

<https://www.mylookout.com/>

- **BitLocker**

<https://www.microsoft.com/windows/windows-7/features/bitlocker.aspx>

Lock Your Doors

- Restrict access to your computer
- Use strong passwords



A Strong Password . . .



Is

- At least 7 characters
- Not in a dictionary
- Made of upper & lowercase letters, numbers, and symbols

Is NOT

“1234567”

“password”

“trustno1”

A name, SSN, birth date,
and so on

A password you used
before

Perform Routine Maintenance

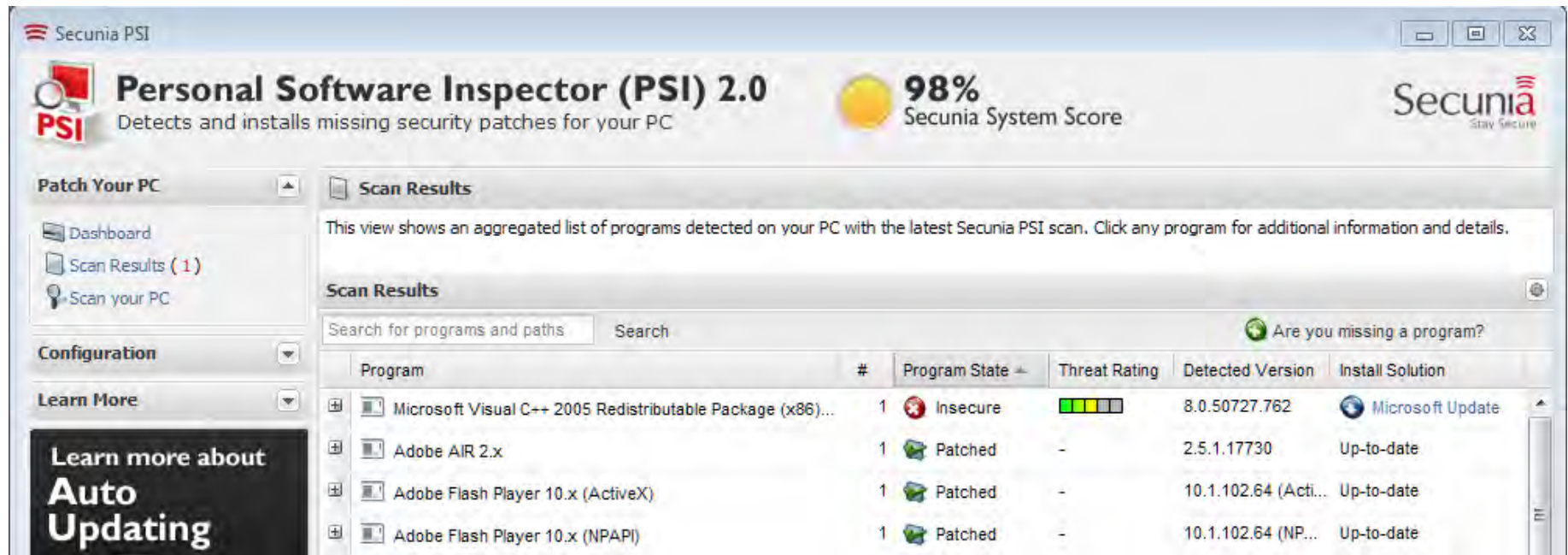


- Changing your password
- Installing software updates
- Backing up your computer files
- Deleting temporary files and cookies

Your Memory Won't Help You

- Secunia Personal Software Inspector

<http://secunia.com/>



The screenshot displays the Secunia Personal Software Inspector (PSI) 2.0 interface. The title bar reads "Secunia PSI". The main header area includes the PSI logo, the text "Personal Software Inspector (PSI) 2.0 Detects and installs missing security patches for your PC", a "98% Secunia System Score" indicator, and the Secunia logo with the tagline "Stay Secure".

The interface is divided into several sections:

- Patch Your PC:** Contains links for "Dashboard", "Scan Results (1)", and "Scan your PC".
- Configuration:** A dropdown menu.
- Learn More:** A dropdown menu with a prominent "Learn more about Auto Updating" button.
- Scan Results:** The main area showing a list of programs detected on the PC. A search bar is present above the table. A note states: "This view shows an aggregated list of programs detected on your PC with the latest Secunia PSI scan. Click any program for additional information and details."

The "Scan Results" table contains the following data:

Program	#	Program State	Threat Rating	Detected Version	Install Solution
Microsoft Visual C++ 2005 Redistributable Package (x86)...	1	Insecure	██████	8.0.50727.762	Microsoft Update
Adobe AIR 2.x	1	Patched	-	2.5.1.17730	Up-to-date
Adobe Flash Player 10.x (ActiveX)	1	Patched	-	10.1.102.64 (Acti...	Up-to-date
Adobe Flash Player 10.x (NPAPI)	1	Patched	-	10.1.102.64 (NP...	Up-to-date

Have Problems Checked

- New messages or pop-up windows
- Clicking something you shouldn't
- System slowing down



How to Report a Problem



Explain

- what you did
- what happened
- what you expected to have happen

Be ready to demonstrate problem and answer more questions.

Be Skeptical



- Don't share your passwords
- Verify identification before giving access to your office or computer

A Uniform Gets You Anywhere



Review



1. Pay attention
2. Lock your doors
3. Perform routine maintenance
4. Have problems checked
5. Be skeptical

Why Does It Matter?



You Could Cause Identify Theft



You Could Help Scam Others



And Much Worse



For Best Results . . .



Take care of your tools.

TIG 2011 IGNITE



Strategies for Community Based Legal Education

Leah Margulies
LawHelp/NY



LawHelp.org / NY

Helping low-income New Yorkers solve legal problems 

Community-Based Legal Education: Tips for Running an Outreach Program

2011 TIG Conference

January 12 – 14



LawHelp/NY Promotional Fliers

LawHelp.org / NY
Helping low-income New Yorkers solve legal problems

Ayudando residentes de Nueva York de bajos ingresos resolver sus problemas legales

Go to www.LawHelp.org/NY to find:

- > Referrals to free legal services programs
- > Information about your legal rights
- > Links to social services & government agencies
- > Information about the court system
- > LiveHelp to help you find legal help and information

Talk online to a live person. Ask LiveHelp!

LawHelp/NY has information in the following legal areas:

- | | |
|-----------------------------------|---|
| > Consumer | > Taxes |
| > Immigration | > Housing |
| > Disability | > Workers' Rights |
| > Discrimination and Civil Rights | > Seniors |
| > Family and Juvenile | > Community Development |
| > Veterans and Military | > Consequences of Criminal Charges |
| > Education | > Internet Fraud: Crimes and Prevention |
| > Public Benefits | |
| > Health | |

For more information or to schedule a training contact: nyinfo@lawhelp.org

Consulte www.LawHelp.org/NY o www.ayudalegalny.org para obtener la siguiente información:

- > Referencias a programas de servicios legales gratuitos
- > Información sobre sus derechos legales
- > Enlaces para localizar servicios sociales y agencias gubernamentales
- > Información acerca del sistema judicial
- > Ayuda en Vivo para ayudarlo encontrar ayuda y información legal

LawHelp/NY tiene información en las siguientes temas legales:

- | | |
|--|------------------------------|
| > Protección al Consumidor | > Vivienda |
| > Veteranos y Militares | > Discapacidad |
| > Fraude del Internet: Crímenes y Prevención | > Educación |
| > Familia y Menores | > Personas Mayores |
| > Discriminación y Derechos Civiles | > Desarrollo de la Comunidad |
| > Derechos del Trabajador | > Inmigración |
| > Consecuencias de Cargas Criminal | > Salud |
| | > Beneficios Públicos |
| | > Impuestos |

Habla en línea con una persona en vivo. Pide Ayuda en Vivo!

Para más información o para programar un entrenamiento envíenos un correo electrónico: nyinfo@lawhelp.org

Multilingual Fliers

LawHelp.org/NY

저소득층 뉴욕 주민들의 법률 문제 해결을 도와드립니다

www.LawHelp.org/NY 에서는 다음의 정보들을 찾으실 수 있습니다:

- 무료 법률 서비스 제공 프로그램 소개 및 연계
- 개인의 법적 권리에 관한 정보
- 사회 복지 기관 및 정부 기관 연결 링크

LawHelp.org/NY

Helping low-income New Yorkers solve legal problems

Consultez www.LawHelp.org/NY pour trouver:

- Renvois à des aides juridiques gratuites
- Information sur vos droits légaux
- Liens vers des services sociaux et les agences publiques
- Information sur la juridiction
- **LiveHelp** pour vous aider à trouver des aides juridiques

Parlez à une
personne en ligne.
Demandez
LiveHelp!

LawHelp.org/NY

Helping low-income New Yorkers solve legal problems

Yo ede moun New York ki pa gen lajan avek pwoblem legal yo

Ale nan www.LawHelp.org/NY pou'w ka jwenn:

- Referans a pwogram sevis legal
- Enfomasyon sou dwa legal ou
- Lenk a sevis sosyal e ajans gouvènman yo
- Enfomasyon sou system la kou

LawHelp.org/NY

幫助低收入的新約人解決法律上的問題

請到 www.LawHelp.org/ny 尋找:

- 介紹免費法律服務
- 關於您的法律權利的資訊
- 社會服務和政府機構的網站連結
- 法院; 組織系統的資訊

Outreach Staff: NYC



Outreach Staff: Upstate NY





idealist.org

Enter a location and/or keywords to get started

Other Outreach Staff: Recruiting Interns & Volunteers



Summer Interns



Volunteers



Calendar Documents Sites more ▾ mcoe@nylawhelp.org

google docs Lawhelp Intern, Volunteers, & Probono Attorneys Info Private to Wilneida Negron + 7 more Saved seconds ago S

Edit View Insert Format Form Tools Help

Intern Name	School	Any special qualifications	Intern, Volunteer, Probono Attorney	How Many Hours They Will be Interning with Lawhelp	Assigned Tasks	Who is Supervising their Work?
Jung Eun Kim	New York Law School	speaks Korean	summer law student intern	summer 2009	translations, outreach to Korean community	Leah
Jessie Li	NYU	speaks Mandarin	summer college intern	summer 2009	outreach to Chinese community, translations	Leah & Molly
Michael Leigh	New York Law School		2 week program through Debevoise & Plimpton	June 1 - June 12 2009		Tory & Leah
Maya Edelstein	Reed	speaks Spanish	Intern	summer 2010	outreach to hispanic community	Molly
Priya Gandhi	Columbia	speaks Hindi, Gujarati and Spanish	Possible Intern	School year 2010-11	outreach to south asian community outreach to hispanic	Molly

Sheet1 + ☰

Tracking: Google Docs

Google docs

LawHelp/NY Presentations 2010 People at LawHelp/NY - CBJC with the link

Saved seconds ago

Saved

Share

File Edit View Insert Format Form Tools Help

10pt B Abc A [Grid] [List] [Table] [Chart]

	A	B	C	D	E	F	G
	Completed	Date	Time	Trainer	Organization/ Event	Contact Name & Number	Address
47		6/27/2010	9am-11am	April, Maya & Abbie	Interfaith Center Clergy Roundtable	Anushavan -- anushavan@interfaithcenter.org	Bronx Family Court
48		6/28/2010	9:30 - 11: AM	Toni & Tom	Unemployment Insurance Coalition	Grace Cho, Minkwon Center	Legal Aid, Livingston & Brooklyn
49		6/28/2010	9am	Nate + Tom	Parent Coordinator Monthly Meeting	Alice Nieves-Garcia District Family Advocate NYC Department of Education Office of the Community Superintendent D32 Lillian Druck	PS 45, 84 Schaefer St Brooklyn, New York 11211 (Between Evergreen & Bushwick)
50		6/10/2010	10am - 3pm	Abbie	State Senator Eric Adams' Job Fair	Kim Parker: kimparker09@gmail.com	PS 375; 46 McKeever (Sullivan Place & Mon Street)
51		6/14/2010	Partnership Conference - LHelp table Erin and Phil	Albany, NY	NYS BAR	150 flashlights, 400 Pens; 2 large posters (english); 2 large posters (spanish); 150 Live-Help postcards; 20 DIY postcards; 10 Health fliers; 25 8x11 fliers; 15 Immigration brochures	
52		6/19/2010	11am-4pm	Toni/Abbie	NYS Office of the Attorney General/Immigration Fraud Clinic	Elizabeth DeLeon: (212) 416-8169	CUNY Graduate Center Ave
53		6/27/2010	11am - 3pm, with presentation 1-2pm	Leah	Women in the Courts Committee -- Access to Justice Day	Lynn Fullshire: fullshi@courts.state.ny.us	Cohalan Court Complex Central Islip

Trainings & Presentations

Referrals to Site

Fliers Distributed, Not Listed

Better Know a District

Outreach

9am-11am

Targeting Underserved Communities in NYC

Demographics:

- Children
- Seniors
- Immigrants

Geography:

Outer Boroughs – Brooklyn,
the Bronx, Queens, Staten
Island

Community-Based Organizations:

- Libraries
- Community Centers
- Elected Officials
- Non-profits
- Churches and other houses
of worship



Elected Officials



Libraries





Senior Centers





Community Centers & Events





Block
Parties

Para encontrar ayuda legal gratis-
Solamente apreta una tecla.

Visita
www.AyudaLegalNY.org

¿Tienes un problema legal?



¿No puedes pagar un abogado?

Visita AyudaLegalNY.org

y

Encuentra ayuda gratuita.

Advertising

EL DIARIO

Impreso Media

GLOBAL DE ADOPCIÓN DE MASCOTAS
ADOPTATHON 2010 DE MASCOTAS
SÁBADO, MAYO 1 Y DOMINGO, MAYO 2
36 HORAS SEGUIDAS! MÁS DE 700 ANIMALES DISPONIBLES PARA ADOPCIÓN
Abre a las 9am el Sábado hasta las 9pm el Domingo

CESAR MILLAN se une a nosotros Mayo 1 para nuestra ceremonia de apertura

DIVERSION PARA TODA LA FAMILIA BAJO LA GRAN CARPA!
Vea nuestro aviso de página completa en El Correo de Queens de hoy

North Shore Animal League America • 24 Davis Avenue, Port Washington, NY AnimalLeague.org • 1.877.4.SAVE.PET

AYUDA LEGAL GRATIS

Necesita ayuda con un asunto de inmigración?
Está enfrentando desahucio u otro problema de vivienda?
Preocupado por deuda de consumidor?

Se cubren 15 áreas de la ley incluyendo Inmigración, Vivienda, Familia (Violencia Doméstica, Divorcio, etc.), Educación, Consumidor, Derechos de los Trabajadores, Salud, Veteranos, etc.

Vaya a www.ayudalegalny.org para encontrar asistencia legal GRATIS o de bajo costo de una organización sin ánimo de lucro de buena reputación. Haga un click en su problema legal, ponga su código postal, haga click en el tab Encuentre un Abogado.

También disponemos de Ayuda en Vivo—en línea asistencia en el chat de tiempo real para ayudarlo a encontrar la oficina de abogados correcta o el recurso Conozca Sus Derechos. Disponible de lunes a viernes, 9am a 6pm y algunas horas en la noche.

Recuerde: Para un problema de Inmigración—siempre consulte con un abogado de inmigración de buena reputación.

AyudaLegalNY.org
Ayudando neoyorquinos de bajos ingresos resolver problemas legales

Online Outreach: Link-Building

DON'T:

Click [here](#) for
LawHelp/NY

Or

click here:
www.LawHelp.org/NY

DO:

Click for [free legal
information in New York
State](#)

Or

click here:
[New York City Custody and
Visitation Information](#)

Online Outreach: Facebook and Twitter

facebook

Sign Up LawHelp/NY is on Facebook
Sign up for Facebook to connect with LawHelp/NY.

LawHelp/NY Like

Wall Info Discussions Boxes Events

LawHelp/NY Are you getting ready for the last week so, here are some quick holiday security and online holiday season a little more stress free: <http://www/new-york-internet-fraud-holiday-shopping-tips/>

Are you getting ready for the last week of My New York Legal Help
www.mynewyorklegalhelp.com
Read over this collection of holiday security tips to make your holiday season a little more stress free.

about an hour ago · Like · Comment

LawHelp/NY Heard about the MAP program? It could save 1,000 NYC homeowners from foreclosure <http://ow.ly/3qp71>

Are You Having Trouble Paying Your New York Legal Help
The NYC government has created the MAP (MAP). MAP is a tool to help keep homeowners in their homes. New York.

20 hours ago via HootSuite · Like · Comment · Share

LawHelp/NY Don't send in your immigration application until you're checking out the new fee schedule! <http://ow.ly/3ln>

US Citizenship and Immigration Services **USCIS - New Application and Petition Fees Effective Nov. 23, 2010**

Helping low income New Yorkers solve legal problems
www.LawHelp.org/NY

131 People Like This

Jennifer Merry Edison Albari Chris Schmidt

LawHelpNY

Are you getting ready for the last week of holiday shopping? If so, here are some quick holiday security and online holiday season a little more stress free: <http://fb.me/vILTk957>
about 2 hours ago via Facebook

Are you getting ready for the last week of holiday shopping? <http://conta.cc/gikfjh> via #constantcontact
about 2 hours ago via Constant Contact

Heard about the MAP program? It could save 1,000 NYC homeowners from foreclosure <http://ow.ly/3qp71>
about 21 hours ago via HootSuite

RT @probono: MLSA Receives Technology Grants from LSC <http://ow.ly/1atXCN>
about 23 hours ago via HootSuite

Thanks for the RT @mtjusticefdm!
about 23 hours ago via HootSuite in reply to MTJusticeFDM

RT @probono: Attorneys honored for volunteer work <http://ow.ly/1ahTh>
12:17 PM Dec 7th via HootSuite

RT @shrivcenter: Improving health, education and poverty at the same time: <http://bit.ly/7NS9v>

Online Outreach: Blogs

The image shows two overlapping browser windows displaying the website 'My New York Legal Help'. The top window is in English, and the bottom window is in Spanish. Both pages feature a navigation menu, a logo with a map of New York, and a main heading. The English page has a 'Legal News' section with an article about holiday shopping, and a 'Women Veterans' section. The Spanish page has a 'Mi Ayuda Legal' section with an article about veterans' benefits and another about homelessness. A sidebar on the right of the Spanish page lists recent posts and categories.

English Page:

- Date: FRIDAY, DECEMBER 17, 2010
- Navigation: HOME, ABOUT US, LINKS, VIDEO, FIND LEGAL AID, CONTACT US
- Logo: My New York Legal Help
- Tagline: Legal news and information for New Yorkers
- Section: Legal News
- Article 1: "Are you getting ready for the holidays? Read over this collection of tips for the holiday season a little more so you have to carry cash. Be mindful of pickpockets. Use wallets on a secure payment method. Making credit card purchases while shopping bags or pocketbooks on the ground." [Read more of this article](#)
- Image: Shopping basket with red bows
- Section: Women Veterans
- Text: "There are now more veterans in the Department of Veterans Affairs. The Department of Veterans Affairs has been working towards providing gender services offered by their male counterparts. They also provide medical assistance, and VA hospitals, etc. To learn more about the services offered by the Department of Veterans Affairs, visit LawHelp/NY.org's Veterans..." [Read more of this article](#)
- Image: Women in military uniforms
- Section: Are you a paycheque? (partially visible)
- Text: "With an estimated 64 million people living financially comfortable..."
- Image: 'VETERANS SHELTER' sign

Spanish Page:

- Date: FRIDAY, DECEMBER 17, 2010
- Navigation: PAGINÁ DE INICIO, CONTÁCTENOS, ENCUENTRA ASISTENCIA LEGAL, VIDEO, ENLACES, SOBRE NOSOTROS
- Logo: Mi Ayuda Legal Nueva York
- Tagline: Noticias y información jurídica para los Neoyorquinos
- Source: Fuente de Noticias
- Social: Unete a nosotros, Sigamos, Miranos
- Section: Asuntos Legales
- Article 1: "Las Veteranas" - "Ahora más que nunca hay mujeres en el servicio militar de los Estados Unidos. El Departamento de Asuntos de Veteranos (VA), que fue diseñado originalmente para proporcionar servicios a los veteranos, ha respondido a las necesidades de las veteranas y está trabajando para proporcionar el tratamiento específico de género en todas sus facilidades. Además de los servicios de salud que el VA ofrece, las veteranas tienen los mismos beneficios disponibles a los veteranos. Esto incluye los mismos beneficios administrativos de VA, acceso a la asistencia médica del VA, y hospitales de VA, etc. Para aprender más sobre los beneficios disponibles para..." [Leer más de este artículo](#)
- Image: Women in military uniforms
- Article 2: "Estás a un sueldo de perderlo todo?" - "Con unas estimadas 643,000 personas cada día sin un techo sobre su cabeza o comida, es probable que a un tiempo todo hayamos sido afectados directa o indirectamente por el problema de hambre y la falta de vivienda en los EE.UU. El aumento de ejecuciones hipotecarias y problemas económicos también han introducido una nueva cara en este problema. Las familias que antes se encontraron viviendo financieramente a gusto con un techo sobre la cabeza ahora se pueden encontrar viviendo en un coche y tener que ir a comedores de beneficencia y despensas de la iglesia de alimentos para comida. Para muchas de estas familias, no eran más que un cheque..." [Leer más de este artículo](#)
- Image: 'VETERANS SHELTER' sign
- Article 3: "¿Ha servido en el ejército?"
- Image: American flag
- Right Sidebar: "LOS PUESTOS MAS RECIENTE" with links to "Las Veteranas", "Estás a un sueldo de perderlo todo?", "¿Ha servido en el ejército?", "Vote Hoy", "¿Necesita ayuda con su problema legal?". Below is a "Necesita ayuda encontrando información legal?" section with a "Haga clic aquí para charlar con una persona en vivo" button and a photo of a woman. Below that are "CATEGORIAS" (Asuntos de Familia, Asuntos Legales, Beneficios Publicos, Consumidor, Derechos de) and "ENLACES" (AyudaLegalNY.org, Law Help, Pro Bono Net, The New York State Bar Association).

Results

96% of the 70 training participants surveyed this year said that LawHelp/NY will help them better serve low-income clients. Only 5 had used the site before.

“What a great resource!”

“The housing section explaining the rights of clients with eviction issues is very good.”

“I had no idea that you offered anything of this sort.”



“I think the interactive interviews to create court forms is a great idea and I was unaware of it until this training.”

TIG 2011 IGNITE



Incorporating Lawhelp and Pro Bono Net Content into the LegalServer CMS

Mike Monahan

State Bar of GA Pro Bono/GLSP



Incorporating Lawhelp and Pro Bono Net Content into the LegalServer CMS 2011

Mike Monahan
Pro Bono Director
State Bar of GA / GLSP

The Problem

With a resource here,
and a resource there,
here a form, there a form,
everywhere a document storm.

“It’s on our websites!”

If I had a dime for
every time....

The Issues

- Multiple Websites
 - Client content
 - Advocate Content
- Document Management System with CMS
- Keeping websites on staff radar
- Delivering content specific to advocate or client needs
- Reduce browsing
- Reduce search time and errors

« GeorgiaAdvocates.org

Georgia Online Justice Community

Tell a friend

Search

» [Advanced Search](#)

- Home
- Calendar
- News
- Volunteer
- Roster
- Law Library**
- HotDocs Templates
- Groups
- Help
- About

Logged in as:
MIKE MONAHAN

- [My Profile](#)
- [Log out](#)

Georgia PRACTICE AREAS

- [Military Legal Assistance Program](#)
- [GLSP Staff Area](#)

powered by **probono.net**

Are you looking for legal help?
Go to:
LegalAid-GA.org
Georgia's web site guide to free legal information and legal services.

- [print friendly](#)
- [add a resource](#)
- [add a folder](#)

Law Library

View by: [Folder](#) | [Topic](#)

Folder: [Pro Bono Law Library](#) > [Family Law and Domestic Violence Projects](#)

[View the Domestic Violence Advocates' Training Video HERE.](#)

Folders

Domestic Violence Forms, Resources, and Information (Georgia Legal Services Program)

Subfolders: [Stalking Information and Forms](#) | [Temporary Protective Order \(TPO\) Information and Forms](#) | [Safety, Planning, and Risk Assessment \(with Planning Info in Other Languages\)](#) | [Domestic Violence, Custody, Visitation, and Child Support](#) » [more](#)

Kinship Care Project: Adoption/Grandparent Adoption/Adoption Assistance - Georgia Legal Services Program

Subfolders: [Kinship Care Training - October 26, 2007](#) | [Adoption Assistance Training, May 31, 2007](#) | [Adoption and Child Welfare Links](#) | [GLSP brochures and community education materials](#) » [more](#)

Domestic Violence Projects

Subfolders: [Domestic Violence Project \(AVLF\)](#) | [Online Video Trainings](#) | [Cobb Justice Foundation TPO Project](#)

General Family Law

« GeorgiaAdvocates.org

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Program Areas

View by: **Folder** | [Topic](#)

Folder: [Law Library](#) > [GLSP SUBSTANTIVE LAW](#) > [Housing Law Page](#) > **Foreclosure Resources**

Foreclosure Resources

Folders

[Loan Modifications Scam Information](#)

[Rights of Tenants in Foreclosed Rental Property](#)

Subfolders: [Resources on Protecting Tenants in Foreclosure Act \(PTFA\)](#) | [Material on the Problem of Foreclosure and Tenants \(General Information on the Issue\)](#)

[Foreclosure Screening Tools and Checklists](#)

[Programs to Help Homeowners Avoid Foreclosure](#)

Subfolders: [Making Home Affordable Program](#) | [Home Affordable Modification Program](#) | [HOPE NOW help for homeowners](#) | [List of Mortgage Companies with their own Foreclosure Prevention Programs](#) » more

[Legal Resources on Foreclosure](#)

Subfolders: [Ownership of the Mortgage Note](#) | [Tax Consequences of Foreclosure or Deed Back](#) | [Truth in Lending](#)

Pro Bono Net / GA Advocates Topics

The screenshot shows a Mozilla Firefox browser window displaying a form titled "Stalking Manual with Forms" at the URL <http://www.georgiaadvocates.org/gojc/library/item-form.72414>. The browser's address bar and tabs are visible at the top.

On the left side of the page, there is a sidebar with a "twitter" logo and the text "Blog with the Legal Aid community: [Techno.la](#), [LSNTAP](#) and the [Pro Bono Net Community](#) on [Martindale.com](#)". Below this is an "Admin" section with links for "Admin Inbox", "Mailings", "HotSpot", "Release Notes", and "Admin Manual".

The main content area contains a form with the following sections:

- Settings:** A dropdown menu for "Status" is set to "Approved". There is an unchecked checkbox for "Mark this content as a priority item."
- Area Topics:** A "Topic" dropdown menu is set to "Family Law and Domestic Violence". Below it is a list of "Available Topics/Subtopics" including "Family Law and Domestic Violence", "Marriage and Divorce", "Child Support and Custody", "Paternity and Legitimation", and "Adoption".
- *Assigned:** A list of assigned topics including "Family Law and Domestic Violence", "Domestic Violence", and "Other Family Law".

At the bottom of the form are "Cancel" and "Submit" buttons. A large blue arrow points from the "Available Topics/Subtopics" list to the "*Assigned" list.

The Windows taskbar at the bottom shows the Start button, several open applications (Microsoft Outlook, Microsoft PowerPoint, Stalking Manual with Forms, InHouse Volunteer Lawyer...), and the system tray with the time 12:55 PM.



Georgia's web site guide to free legal information and legal services.

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Other States Intake Workers Help Legal Program Directory

To quickly access forms and toolkits, please choose from the following: Select a topic... GO



Active Duty and Veterans Law
Military and Veterans Resources



Children's Law & Education
Juvenile Justice, Family Law, Education Rights



Consumer Law
Bankruptcy, Cars, Credit Reports, Loans, Repossession



Criminal Law & Personal Injury
Victims Rights, Prisoners' Rights, Personal Injury



Disability
Rights of People with Disabilities



Disaster Relief
Emergency Relief, Insurance, Public Benefits, FEMA



Family Law and Domestic Violence
Marriage, Divorce, Custody, Child Support, Adoption



Health
Health Insurance, AIDS/HIV, Mental Health, Hospitals, Nursing Homes



Housing
Apartments, Home Loans, Home Repairs, Discrimination



Immigrant Rights & Immigration
Immigration issues, immigrant rights, visas



Public Benefits
Social Security, TANF/Welfare, Food Stamps, Earned Income Credits



Seniors
Health Care, Discrimination, Housing, Wills & Estates



The Courts, Civil Rights, and Taxes
Federal Rights, Courts, Discrimination & Tax Issues



Wills and Life Planning
Wills, Living Wills, Estates, Charitable Donations



Work and Unemployment
Unemployment Benefits, Discrimination, etc.

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Resources for lawyers and other legal advocates.

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- ▶ Farsi / فارسی
- ▶ French / Français
- ▶ German / Deutsch
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- ▶ Italian / italiano
- ▶ Japanese / 日本語
- ▶ Korean / 한국어
- ▶ Polish / polski
- ▶ Portuguese / português
- ▶ Russian / Русский
- ▶ Somali / Soomaali
- ▶ Spanish / Español
- ▶ Tagalog / Tagalog
- ▶ Vietnamese / Tiếng Việt

LawHelp / LegalAid-GA.org Topics

LEGAL AID - GA.ORG
Georgia's web site guide to free legal information and legal services.
Mike Monahan State Administrator

Home > Resources > Channel > Step 2: Geographic Scope

Resources <<Step 1: General Information Step 3: Attachments>>
[\[Instructions\]](#)

Step 2: Geographic Scope

Resource Title: Are you a GA Veteran who needs Help Navigating the Complex System of Veterans Benefits?

Topic Active Duty and Veterans Law

SubTopic(s)

Active Duty Servicemembers
Child Support, Alimony, Spousal
The Child of the Servicemember

Education
Health Care for Servicemembers
Housing
Pension and Retirement
Veterans Benefits
Veterans Death and Burial Issues

Click on item to select/deselect.

All State :

County :

Appling
Atkinson
Bacon
Baker
Baldwin
Banks

Zip Code :

30002
30003
30004
30005
30006
30007

Add >> << Remove

Next

Done

Start | InHouse Volunteer Lawy... | My Pictures | 12:58 PM

Case Management System

GLSP: Home: Cases: Delete Zdelete (06-0339022): Main Profile - Mozilla Firefox

File Edit View History Bookmarks Tools Help

glspl.org https://legalserver.glspl.org/matter/dynamic-profile/view/339022

Most Visited M Customize Links The Veterans Consort... del.icio.us/help/firefo... Georgia - Activity Str... Calendar Georgia > Georgia On... Georgia > GLSP Staff ... News

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Georgia Legal Services Program Support Request | My Assignments | Michael L. Monahan: Logout

Home Cases Calendar Contacts Timekeeping Organizations Other Matters Users Reports Admin Help

» Home » Cases » Delete Zdelete (06-0339022) » Main Profile [Conflict Search](#) | [Timer](#) | [Preferences](#) | [Hide Taskbar](#)

[^](#) [Contacts](#) [Financial](#) [Referrals](#) [Events/Tasks](#) [Case Time](#) [Assignments](#)

[Eligibility History](#)

Delete Zdelete (06-0339022)

Other Cases for this Client: This Client has no Other Case Records [Expand](#)

Master/ Subordinate Case Status: No Associated Cases [Expand](#)

[Client Information](#) [Demographic Information](#) [Adverse Party](#)

Client Information

Applicant Name [\[Edit\]](#)

Name Delete Zdelete

Address [\[Edit\]](#)

Address Atlanta, GA 30328

Mailing Address [\[Edit\]](#)

Mailing Address

Permanent Address [\[Edit\]](#)

Permanent Address

Applicant Phone #s [\[Edit\]](#)

Email Address

Email Address N/A

Additional Names

Adverse Party

Adverse Party (v2) [\[Edit\]](#)

Adverse Party Name ZDelete ZZDelete

Relationship Type N/A

Date of Birth N/A

Approximate DOB No

Age at Intake N/A

Age N/A

Social Security # N/A

Adverse Party Address State: GA

[Case Information](#) [Prescreen Information](#) [Private Bar Referrals](#) [Timekeeping Log](#)

Delete Zdelete

Case No: 06-0339022

LPC 37 Domestic Abuse

DV **Domestic Violence Case**

Date Opened 12/20/2010 [\[Edit\]](#)

Assignment Office PAI State Bar

Assignment Program Pro Bono

Primary Assignment Michael L. Monahan

Funding Code 014-7010 PBI - Pro Bono Project [\[Edit\]](#)

Case Status N/A [\[Edit/View History\]](#)

Disposition **Open**

View Information

[Assignment History](#)
[Case Alerts](#)
[Case Contacts](#)
[Case Profile](#)
[Documents](#)
[Domestic Violence](#)
[Litigation](#)
[Litigation Overview](#)
[Outside Org Referral History](#)
[Private Bar Referral History](#)
[Seniors Information](#)
[Time Log](#)
[Trust/Expense History](#)
[VOCA](#)

Actions

Done

Start | [Inbox - Microsoft Outlook](#) | [Microsoft PowerPoint - \[I...](#) | [GLSP: Home: Cases: D...](#) | [InHouse Volunteer Lawy...](#) | 12:33 PM

A funny thing
happened at the
NLADA
conference.... .

Integration of Website Docs into Case Management System

Pro Bono Net

LegalServer

Georgia Legal Services

CMS Document Library

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» Home » Cases » [redacted] (10-0476786) Conflict Search | Timer | Preferences | Hide Taskbar

Success!

File/Folder	Title	Size	Actions
[redacted] (10-0476786)		N/A	Add Subfolder
AR-M355N_20101022_110858.pdf [Info]	Pet for TPO & Ex Parte	791.28 kiB	Download
copier@glsb.org_20101028_150855.pdf [Info]	Citizen/Eligible Alien Determination Form	79.75 kiB	Download
copier@glsb.org_20101028_150952.pdf [Info]	Litigation Representation Agreement	57.91 kiB	Download
copier@glsb.org_20101028_151033.pdf [Info]	Representation Agreement & Citizen form	55.91 kiB	Download
Judicare Approval [redacted] 11 4 2010.pdf [Info]	Judicare Prior Approval 11/4/2010	58.35 kiB	Download

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Viewing all 37 results.

Document Title	Type	Description	Problem Code Match	Language Match	Download	Download Options
Citizenship/Alien Form v.6/06 English	N/A	N/A	Y	Y	Download	Download Options
Citizenship Eligibility Form Spanish	Misc	N/A	Y	N	Download	Download Options
Court Costs Request Form	Pro Bono	N/A	Y	N	Download	Download Options
GLSP Case Disclosure Report	Misc	N/A	Y	N	Download	Download Options
GLSP Case Disclosure Report (LSC Req.)	Misc	N/A	Y	N	Download	Download Options
GLSP Court Cost Check Request Form	Misc	N/A	Y	N	Download	Download Options
GLSP Litigation Retainer	Misc	N/A	Y	N	Download	Download Options
GLSP Standard Retainer (English)	Misc	N/A	Y	N	Download	Download Options
GLSP Standard Retainer (Spanish)	Misc	N/A	Y	N	Download	Download Options
Judicare and Contract Case Monthly Report Form	Judicare	N/A	Y	N	Download	Download Options
Judicare and Contract Case Payment Authorization	Judicare	N/A	Y	Y	Download	Download Options
Monthly Judicare/Contract Case Opening						Download

LegalServer Live

1 task associated with case. Tickle

Case No: 10-0476786

LPC 37 Domestic Abuse
Sp LPC 371 Family Violence TPO
DV Domestic Violence Case

Date Opened 10/25/2010 [Edit]
Assignment Office BRUNSWICK
Assignment Program Judicare
Primary Assignment Elouise M. Clinch
Funding Code 050-0410 SDV - Brunswick [Edit]
Case Status PAI Referral Success [Edit/View History]
Disposition Open

View Information

Assignment History
Case Alerts
Case Contacts
Case Profile
Documents
Domestic Violence Litigation
Litigation Overview
Outside Org Referral History
Private Bar Referral History
Seniors Information
Time Log
Trust/Expense History
VOCA

Done

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CMS NSMI Document Problem Code Mapping

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>> Home Conflict Search | Timer | Preferences | Hide Taskbar

Problem Codes

Viewing 1-50 of 844. View all 844. [Reset](#)

Problem Code	Problem Code Name	LegalServer Index Problem Code	
3,290,900	Training → Private and Bar Association CLE	N/A	Edit
1,950,099	Wills/Estates → Other Wills/Estates	95 Wills and Estates (LS002-00095) 33 Guardianship (LS002-00033)	Edit
1,000,000,350	Health → Mental Health	56 Long Term Health Care Facilities (LS002-00056) 57 State and Local Health (LS002-00057) 59 Other Health (LS002-00059)	Edit
1,710,000	Public Benefits → TANF	71 TANF (LS002-00071) 71 TANF (LS002-00071)	Edit
1,000,000,009	Public Benefits	71 TANF (LS002-00071) 73 Food Stamps (LS002-00073)	Edit
1,000,000,435	HIV / AIDS	51 Medicaid (LS002-00051) 54 Home & Community-Based Care (LS002-00054) 55 Private Health Insurance (LS002-00055) 56 Long Term Health Care Facilities (LS002-00056) 57 State and Local Health (LS002-00057) 59 Other Health (LS002-00059) 72 Social Security (Not SSDI) (LS002-00072) 74 Social Security Disability Insurance (SSDI) (LS002-00074) 84 Disability Rights (LS002-00084) 95 Wills and Estates (LS002-00095) 96 Advance Directives / Power of Attorney (LS002-00096)	Edit
1,000,000,067	Economic Development → Nonprofit Law → Corporate Governance	91 Community Organization Assistance (Non-Profit or Group) (LS002-00091)	Edit
1,390,000	Family Law	30 Adoption (LS002-00030) 31 Custody/ Visitation (LS002-00031) 32 Divorce/ Separation/ Annulment (LS002-00032) 33 Guardianship (LS002-00033) 34 Name Change (LS002-00034) 35 Parental Rights Termination (LS002-00035) 36 Paternity (LS002-00036) 37 Domestic Abuse (LS002-00037) 38 Support (LS002-00038) 39 Other Family (LS002-00039)	Edit
1,840,000	Disability	84 Disability Rights (LS002-00084) 84 Disability Rights (LS002-00084)	Edit
2,070,000	Environmental Justice	99 Other Miscellaneous (LS002-00099)	Edit
1,490,000	Juveniles	49 Other Juvenile (LS002-00049)	Edit
1,320,200	Family Law → Divorce/Separation /Annulment	32 Divorce/ Separation/ Annulment (LS002-00032) 32 Divorce/ Separation/ Annulment (LS002-00032)	Edit
1,000,000,434	Arts Law	N/A	Edit
1,010,000	Bankruptcy	01 Bankruptcy/ Debtor Relief (LS002-00001)	Edit
1,220,100	Employment → Wage Claims	22 Wage Claims (LS002-00022) 22 Wage Claims (LS002-00022)	Edit
2,011,400	Attorneys/Legal Services → Ethical Issues	N/A	Edit
2,020,000	Civil Procedure/Administrative Law	N/A	Edit

Note Drafts

- Judicare Approval 2010-09-13 14:45:11
- Delete All Drafts

Done

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GLSP: Home Selected Quarterly Report

1000000075	Economic Development → Nonprofit Law → Tax Exemption	23 EITC (Earned Income Tax Credit) 24 Taxes (Not EITC)	Edit
2050099	Economic Development → Other Economic Development	91 Legal Assistance to Non-Profit Organization or Group (Including Incorporation/Dissolution)	Edit
1000000067	Economic Development → Nonprofit Law → Corporate Governance	91 Legal Assistance to Non-Profit Organization or Group (Including Incorporation/Dissolution)	Edit
1000000065	Economic Development → Community Development → Real Estate	23 EITC (Earned Income Tax Credit) 24 Taxes (Not EITC) 91 Legal Assistance to Non-Profit Organization or Group (Including Incorporation/Dissolution) 97 Municipal Legal Needs	Edit
2050000	Economic Development	91 Legal Assistance to Non-Profit Organization or Group (Including Incorporation/Dissolution)	Edit
1110000	Education	12 Discipline (Including Expulsion and Suspension) 13 Special Education/Learning Disabilities 14 Access (Including Bilingual, Residency, Testing) 15 Vocational Education 16 Student Financial Aid 19 Other Education	Edit
1290900	Employment → Pensions	25 Employee Rights 29 Other Employment 99 Other Miscellaneous	Edit
1210500	Employment → Discrimination	21 Employment Discrimination	Edit
1220100	Employment → Wage Claims	22 Wage Claims and other FLSA (Fair Labor Standards Act) Issues 29 Other Employment	Edit
1760000	Employment → Unemployment Compensation	76 Unemployment Compensation	Edit

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Probono.Net Problem Code

Probono.Net Problem Code 1090199

Probono.Net Problem Code Consumer → Automobiles → Other Automobiles

Name

LegalServer Problem Code

Hold down the control key (CTRL) to select more than one option.

- 01 Bankruptcy/Debtor Relief
- 02 Collection/Repossession/Deficiency/Garnishment
- 03 Contracts / Warranties
- 04 Collection Practices/Creditor Harassment
- 05 Predatory Lending Practices (Not Mortgages)
- 06 Loans/Installment Purchase (Not Collections)
- 07 Public Utilities

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copier@glsps.org_20101028_151033.pdf [Info] Representation Agreement & Citizen form 55.91 kiB ↓ Download

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Audiences Public **Probono**

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Problem Codes 32 Divorce / Separation / Annulment 33 Adult Guardianship/Conservatorship 34 Name Change 35 Parental Rights Termination 36 Paternity 37 Domestic Abuse

Filter

Name	Document Author	Audiences	Type	Problem Codes	
12 Family Division Brochure	Georgia Online Justice Community	Probono	N/A	30 Adoption 33 Guardianship / Conserv. 34 Name Change 35 Parental Rights Termination 36 Paternity 37 Domestic Abuse 38 Support 39 Other Family	Download
N/A					
14 Family Division Staff Directory	Georgia Online Justice Community	Probono	N/A	30 Adoption 33 Guardianship / Conserv. 34 Name Change 35 Parental Rights Termination 36 Paternity 37 Domestic Abuse 38 Support 39 Other Family	Download

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LPC 37 Domestic Abuse
Sp LPC 371 Family Violence TPO
DV **Domestic Violence Case**
Date Opened 10/25/2010 [Edit]
Assignment Office BRUNSWICK
Assignment Program Judicare
Primary Assignment Elouise M. Clinch
Funding Code 050-0410 SDV - Brunswick [Edit]
Case Status PA1 Referral Success [Edit/View History]
Disposition **Open**

View Information

Assignment History
Case Alerts
Case Contacts
Case Profile
Documents
Domestic Violence Litigation
Litigation Overview
Outside Org Referral History
Private Bar Referral History
Seniors Information
Time Log
Trust/Expense History
VOCA

Actions

Add An Additional Name
Add Case Alert
Add Case Contact
Add Case Note
Add Client Alert
Add New Document
Add New Pro Bono Time
Add New Trust or Expense Transaction
Add Staff Time
Add/Edit an Adverse Party
Assign Case

CMS Filters

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Type

- Program materials
- Pleadings (other than briefs)
- Training materials
- Statute/regulation/other law
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- 32 Divorce / Separation / Annulment
- 33 Adult Guardianship/Conservatorship
- 34 Name Change
- 35 Parental Rights Termination
- 36 Paternity
- 37 Domestic Abuse

Filter

Name	Document Author	Audiences	Type	Problem Codes	
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N/A					
14 Family Division Staff Directory	Georgia Online Justice Community	Probono	N/A	30 Adoption 33 Guardianship / Conserv. 34 Name Change 35 Parental Rights Termination 36 Paternity 37 Domestic Abuse 38 Support 39 Other Family	Download
N/A					
				30 Adoption 33 Guardianship /	

Case Information

DV Domestic Violence Case

Date Opened 10/25/2010 [Edit]

Assignment Office BRUNSWICK

Assignment Program Judicare

Primary Assignment Elouise M. Clinch

Funding Code 050-0410 SDV - Brunswick [Edit]

Case Status PAI Referral Success [Edit/View History]

Disposition Open

View Information

- Assignment History
- Case Alerts
- Case Contacts
- Case Profile
- Documents
- Domestic Violence
- Litigation
- Litigation Overview
- Outside Org Referral History
- Private Bar Referral History
- Seniors Information
- Time Log
- Trust/Expense History
- VOCA

Actions

- Add An Additional Name
- Add Case Alert
- Add Case Contact
- Add Case Note
- Add Client Alert
- Add New Document
- Add New Pro Bono Time
- Add New Trust or Expense Transaction
- Add Staff Time
- Add/Edit an Adverse Party
- Assign Case
- Close Case
- Copy to New Subordinate Case

Done

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Problem Codes

- 32 Divorce / Separation/ Annulment
- 33 Adult Guardianship/Conservatorship
- 34 Name Change
- 35 Parental Rights Termination
- 36 Paternity
- 37 Domestic Abuse**

Table:

Name	Document Author	Problem Codes	Type
211 of South Central Georgia	N/A	07 Public Utilities 08 Unfair and Deceptive Sales Practices (Not Real Property) 11 Education 30 Adoption 33 Guardianship / Conserv. Show All	Link
Breaking Free From Domestic Violence Brochures on Domestic Violence and Safety for You and Your Children	Georgia Legal Services Program® American Bar Association	37 Domestic Abuse	Link
Child Abuse and Neglect	Georgia Department of Human Resources	37 Domestic Abuse 39 Other Family 49 Other Juvenile	Link
Child Deprivation, Domestic Violence and Visitation	Georgia Legal Services Program®	37 Domestic Abuse	Link
Child Endangerment and Family Violence: What You Need to Know	Georgia Legal Services Program®	37 Domestic Abuse	Link
Clayton County Family Law Information Program Forms	Atlanta Legal Aid Society, Inc.	34 Name Change 36 Paternity 37 Domestic Abuse 38 Support 71 TANF	Link
Consumer Information for Domestic Violence Survivors	Consumer Rights for Domestic Violence Survivors Initiative	37 Domestic Abuse	Link
Consumer Rights for Family Violence Survivors	Georgia Legal Services Program®	37 Domestic Abuse	Link
		30 Adoption 33 Guardianship / Conserv.	

Case Details:

- LPC 37 Domestic Abuse
- Sp LPC 371 Family Violence TPO
- DV **Domestic Violence Case**
- Date Opened 10/25/2010 [Edit]
- Assignment BRUNSWICK Office
- Assignment Judicare Program
- Primary Elouise M. Cl...
- Funding Code 050-0410 SD Brunswick [Edit]
- Case Status PAI Referral S... [Edit/View History]
- Disposition Open

View Information

- Assignment History
- Case Alerts
- Case Contacts
- Case Profile
- Documents
- Domestic Violence
- Litigation
- Litigation Overview
- Outside Org Referral History
- Private Bar Referral History
- Seniors Information
- Time Log
- Trust/Expense History
- VOCA

Actions

- Add An Additional Name
- Add Case Alert
- Add Case Contact
- Add Case Note
- Add Client Alert
- Add New Document
- Add New Pro Bono Time
- Add New Trust or Expense Transaction
- Add Staff Time
- Add/Edit an Adverse Party
- Assign Case

https://legalserver.glsps.org/matter/default_assignments/list/476786

Start GLSP: Home: Cases: J... Inbox - Microsoft Outlook Document1 - Microsoft ... untitled - Paint 12:42 PM

Contacts Financial Referrals Events/Tasks Case Time Assignments Eligibility History

Delete Zdelete (06-0339022)

Other Cases for this Client: This Client has no Other Case Records [Expand](#)

Master/ Subordinate Case Status: No Associated Cases [Expand](#)

Client Information Demographic Information

Applicant Name [Edit]

Name: Delete Zdelete

Address [Edit]

Address: Atlanta, GA 30328

Mailing Address [Edit]

Mailing Address:

Permanent Address [Edit]

Permanent Address:

Applicant Phone #s [Edit]

Email Address

Email Address: N/A

Additional Names

Adverse Party

Adverse Party (v2) [Edit]

Adverse Party Name: ZDelete ZZDelete

Relationship Type: N/A

Date of Birth: N/A

Approximate Date of Birth:

Age at:

Social Security #: N/A

Adverse Party Address: State: GA

Case Information Prescreen Information

Private Bar Referrals Timekeeping Log Events

To Do List

Legal Problem Code: 37 Domestic Abuse

Special Legal Problem Code: N/A

Special Characteristics: N/A

Volunteer Lawyer Case View

Access to DOCS

Volunteer Lawyer

Conflict Search | Hide Taskbar

Delete Zdelete	Case No: 06-0339022
Case Alerts	
Case Contacts	
Case Profile	
Documents	
Domestic Violence	
Litigation	
Litigation Overview	
Outside Org Referral History	
Private Bar Referral History	
Seniors Information	
Time Log	
Trust/Expense History	
VOCA	
Assignment	Pro Bono
Program	
Primary Assignment	Michael L. Monahan
Funding Code	014-7010 PBI - Pro Bono Project
	[Edit]
Case Status	N/A
	[Edit/View History]
Disposition	Open

View Information

- Assignment History
- Case Alerts
- Case Contacts
- Case Profile
- Documents
- Domestic Violence
- Litigation
- Litigation Overview
- Outside Org Referral History
- Private Bar Referral History
- Seniors Information
- Time Log
- Trust/Expense History
- VOCA

Actions

- Add An Additional Name
- Add Case Alert
- Add Case Contact
- Add Case Note
- Add Client Alert
- Add New Document
- Add New Pro Bono Time
- Add New Trust or Expense Transaction
- Add Staff Time

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<http://lawscape.wordpress.com>

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Phone Factor and LogMeInCentral

William Guyton

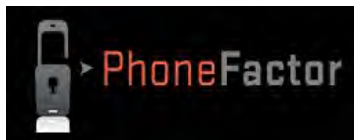
Legal Services Alabama





Multi-Factor Authentication

Or why single-factor authentication puts your organization at greater risk.



Single-Factor Authentication

- DEFINITION - Single-factor authentication (SFA) is the traditional security process that requires a user name and password before granting access to the user.
- SFA security **relies on the diligence of the user**, who should take additional precautions -- for example, creating a strong password and ensuring that no one can access it. For applications that require greater security, it may be advisable to implement more complex systems, such as multifactor authentication.

SFA Failure:

- *"Vodafone has confirmed it believes its secure customer database has been breached by an employee or dealer who has shared the access password, revealing the personal details of millions of customers...According to Fairfax newspapers, 'criminal groups are paying for the private information of some customers including home addresses and credit card details.'*" source slashdot.org 1/9/2011

Easy, Free, Multi-Factor Auth.

- Goto <http://www.phonefactor.com> and download the agent.
- Install agent and add user/phone pairs
- Create administrator account.
- Test.



The end

Thank you IGNITE Presenters!