SUMMARY: This program offers outstanding opportunities to grow professionally, network with others in your field, and attend substantive breakout sessions designed to educate you and energize your career. At this advanced level, one-day program:

• Learn about important new and recently changed laws including the Uniform Power of Attorney Act, the North Carolina Identity Theft and Protection Act, and immigration law.

• Learn what potential employers are looking for when they search for you on social media. This session provides a beginners guide to what not to put online when you’re looking for a job. Hear some of the craziest stories from a lawyer who’s seen it all.

• Learn about important developments in civil procedure through case law that has developed since the 2015 amendments to the North Carolina Rules of Civil Procedure. Hear about what’s “hot” and procedural traps for the unwary.

• Learn the basics of trust account transactions, how to prepare reconciliations and identify potential fraud in real estate transactions. Participants review practice tips and recent rule changes, as well as gain a better comfort level with the North Carolina State Bar’s Random Audit Program.
FOUR WAYS TO REGISTER

ONLINE* www.ncbar.org/CLE  •  PHONE* 800.228.3402  •  FAX* 919.677.1774
MAIL* Attn: Accounting–NCBA, P.O. Box 3688, Cary, NC 27519-3688

*Credit cards only.  **Please make checks payable to the NCBA.

TUITION | LIVE • VIDEO REPLAY (VR) | Select format and tuition rate below.

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<th>REGISTRANT TYPE</th>
<th>EARLY BIRD TUITION Received one week prior to program date.</th>
<th>REGULAR TUITION Received less than one week prior to program date.</th>
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<tr>
<td>NCBA Paralegal Division Member</td>
<td>$299 [Live] [VR (see below)]</td>
<td>$350 [Live] [VR (see below)]</td>
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<tr>
<td>Non-Member</td>
<td>$499 [Live] [VR (see below)]</td>
<td>$550 [Live] [VR (see below)]</td>
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<td>CLE Passport Holder</td>
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<td>6 tokens [Live] [VR (see below)]</td>
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<td>Paralegal Division Student Member</td>
<td>This category does not qualify for Early Bird tuition or include any MCLE fees.</td>
<td>$25 [Live] [VR (see below)]</td>
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VIDEO REPLAY LOCATIONS | To register for a Video Replay, visit this program’s webpage at www.tinyurl.com/CLE574PDM to view all locations and dates, then enter your selection below.

City: | Date: | Code: #574PDM

REGISTRANT INFORMATION | Please print clearly.

Print Full Name: ________________________________

Firm/Organization Name: ________________________________

Address: __________________________________________

City, State and ZIP: ________________________________

Daytime Phone Number: ______________________________

Email Address: ______________________________________

NC State Bar No. (Required for MCLE Credit): ______________________________

PAYMENT | Registration is processed only after payment is received. Please print clearly.

☐ Enclosed is a check, payable to NCBA.

☐ Please charge my credit card.

Card Number: ________________________________

Expiration Date: ________________________________

Total Amount: ________________________________

Signature: ________________________________

Please join the NCBA’s Paralegal Division in supporting Americares’ efforts in Puerto Rico. To date, Americares has completed 147 local distributions of medicines and supplies to 68 partners including 18 hospitals and clinics. Monetary donations will be accepted at the program.

The Paralegal Division will also be collecting supplies for Caring Hearts for Canines, a North Carolina nonprofit whose mission is to rescue and rehome dogs at risk of being euthanized in high-kill shelters and to educate the public in order to decrease the proliferation of these unwanted dogs. Please consider bringing some of the items listed below to this annual meeting:

- Canned and dry puppy dog food
- Pine sol
- Bleach
- Pill pockets
- Peanut butter
- Zip top sandwich and gallon size bags
- Garbage bags (13-gal. and 30 gal.)
- Paper towels
Friday, May 4, 2018, 8:00a–4:30p

8:00a  Registration and Continental Breakfast

8:30  Welcome and Opening Remarks

8:35  How to Assist Lawyers in Transition*
   Julie Beavers and Nan Hannah
   Learn how to use the Transitioning Lawyers Commission, a Lawyers’ Assistance Program, to provide help to lawyers facing challenges with competency, substance abuse or age related illness.

9:35  Morning Break
   Sponsored by CourtLogic

9:50  Breakout Sessions (Please choose one)
   • GENERAL: North Carolina Identity Theft Protection Act | TBD
     An introduction to the North Carolina Identify Theft Protection Act.
   • CORPORATE: Best Practices in Mergers and Acquisitions Due Diligence | Justin Truesdale
     This session provides an introduction to due diligence and an examination of the process then helps you determine what to do with the data.
   • LITIGATION: How to Utilize Technology to Cut Your Litigation Spending in the Age of Big Data | Brian Kuklick
     In this session, learn how to use technology to reduce eDiscovery costs, discuss analytics and how it reduces the documents needed to review. Hear about dashboards/wagdis and how they provide insight and a high-level overview to cases, discuss ways to eliminate repetitive processing on data used in multiple cases, and hear about unique case studies and money saving tips.
   • REAL PROPERTY: A Paralegal’s Role in a Commercial Loan Closing | Erin Mosely
     In this presentation, learn about the paralegal’s role in closing a commercial loan.

10:50  Breakout Transition

11:00  TRACK BREAKOUT SESSIONS (Please choose one)
   • GENERAL: Everything You Wanted to Know About Immigration Law but Were Too Afraid to Ask | Jessica Yanez
     This panel discusses the complexities of immigration law and recent updates in this ever-changing field. In addition, explore ways to balance the demands of the job while taking time to practice self-care.
   • CORPORATE: Hot Topics with the Secretary of State | TBD
     Find out what’s new on the website, the assumed business name statute and more.
   • LITIGATION: North Carolina Rules of Civil Procedure | Gray Wilson
     Hear about case law that has developed since the 2015 amendments to the North Carolina Rules of Civil Procedure, “hot topics” and procedural traps for the unwary.
   • REAL PROPERTY: Legal Descriptions and Surveys — Things are Not Always What They Seem | Rob Markworth
     Participate in a discussion of basic and more complex legal description drafting techniques, learn how employing these techniques may save your closing, and receive information about surveys and how they are important to your transaction.

12:00p  Networking Lunch

Paralegal Division Annual Meeting
Deborah J. Harris, County of Davidson Office of the County Attorney, Lexington, 2017-2018 Division Chair, presiding

Awards and message from the Chair
TRACK BREAKOUT SESSIONS (Please choose one)

- **GENERAL: Updates to the Uniform Power of Attorney Act** | Janice Davies
  This introduction to the North Carolina Uniform Power of Attorney Act covers its history and purposes. Receive a summary of the Act and some highlights regarding the effect of the Act on Chapter 32A and the applicability of the Act.

- **CORPORATE: Social Media Minefields in a Corporate Counsel Setting** | Nicole Whitaker
  Learn how in-house counsel can avoid missteps in the social media minefield. Ground rules for using social media and what you need to know to maintain your professional ethics are also covered.

- **LITIGATION: What Would Lincoln Do?** | Judge Albert Diaz
  Abraham Lincoln was an accomplished trial lawyer whose representation included the prosecution and defense of accused murderers, a variety of civil matters and the defense of a fugitive slave. Judge Diaz shares some of Lincoln’s many timeless ethics lessons, which have been preserved in historical documents.

- **REAL PROPERTY: Bankruptcy/Foreclosures/Deeds in Lieu** | Jeff Rogers
  Get an overview of the basics of bankruptcy, foreclosure, and deeds in lieu and how they may impact real property closings. Also hear what a real property paralegal should know about foreclosure and bankruptcy, how they work and what to look for in a closing.

2:10 Breakout Transition

2:20 TRACK BREAKOUT SESSIONS (Please choose one)

- **GENERAL: Employment in the Age of Social Media** | Christopher Whelchel
  Learn what potential employers are looking for when they search for you on social media during this beginners’ guide to what not to put online when you’re looking for a job. Hear some of the craziest stories from a lawyer who has seen it all.

- **CORPORATE: TBD**

- **LITIGATION: The Care and Feeding of Court Personnel** | Thomas Taylor
  Learn how to take care of the courthouse staff as a paralegal. Find out what you can and should do to develop positive working relationships with the court house personnel that you and your attorney work with on a regular basis.

- **REAL PROPERTY: Trust Accounting Rules!** | Peter Bolac
  This presentation helps legal support professionals better understand the basics of trust account transactions. Learn how to prepare reconciliations and how to identify potential fraud in real estate transactions. Participants review practice tips and recent rule changes and gain a better comfort level with the North Carolina State Bar’s Random Audit Program parameters.

3:20 Afternoon Break

3:30 Ethics and Professionalism for the Modern Paralegal | Stephanie Elliott
  Paralegals find themselves as the “first responders” to conversations, decisions and obligations that lead them right to the ethical line. Hear stories, tips and strategies from a seasoned paralegal that has worked it all — from a solo practitioner to big law — and use her strategies to help you steer clear of the ethical pitfalls all paralegals face.

4:30 Adjourn

*Indicates portion providing Ethics/Professional/Responsibility credit

We extend our sincere gratitude to the NCBA Paralegal Division as well as the planners and speakers who volunteer their time and expertise toward the goal of presenting an educational program of the very highest quality.
Planners
• Ann Cantrell, Nexsen Pruet PLLC, Greensboro
• Stephanie Crosby, Ward and Smith PA, New Bern
• Stephanie Elliott, McNair Law Firm, Charlotte
• Debbie Harris, County of Davidson Office of the County Attorney, Lexington
• Melissa Stockley Jones, Smith Anderson Blount Mitchell & Jernigan LLP, Raleigh
• Alicia Mitchell Mercer, Brown & Associates PLLC, Charlotte

Speakers
• Judge Albert Diaz, United States Court of Appeals, Charlotte
• Julie Beavers, Ward and Smith PA, Raleigh
• Peter Bolac, NC State Bar, Raleigh
• Janice Davies, Davies Law PLLC, Charlotte
• Stephanie Elliott, McNair Law Firm, Charlotte
• Nan Hannah, Hannah Sheridan Loughridge & Cochran LLP, Raleigh
• Brian Kuklick, Envision Discovery, Raleigh
• Rob Markworth, Chicago Title Company, LLC, Raleigh
• Erin Mosely, Nexsen Pruet, PLLC, Greensboro
• Jeff Rogers, Smith Debnam Narron Drake Saintsing & Myers LLP, Raleigh
• Thomas Taylor, Taylor Law, Gastonia
• Justin Truesdale, Smith Anderson Blount Dorsett Mitchell & Jernigan LLP, Raleigh
• Christopher Whelchel, Gray Layton Kersh Solomon Furr & Smith PA, Gastonia
• Nicole Whitaker, VF Corporation, Greensboro
• Gray Wilson, Nelson Mullins Riley & Scarborough LLP, Winston-Salem
• Jessica Yanez, Yanez Immigration Law, Greensboro

Hotel Information
Contact hotel directly for reservations at the special NCBA room rate. Rates are based on availability and may sell out.

Pinehurst Resort | The Carolina Hotel
80 Carolina Vista Drive
Pinehurst, NC 28374
Rate: European Plan (EP) — $179 single or double occupancy. EP rate is per person, per night and includes lodging only
Reservations: 855.235.8507
Rate Code: North Carolina Bar Association
Cutoff Date: Tuesday, April 10, 2018

FINE PRINT • REGISTRATION
Registrants may transfer from a Live program, Video Replay, Webcast, Webinar or Phone/Audio Streaming Program without penalty within three business days after the program date. CANCELLATIONS Cancellations must be received by 9:00 a.m. the third business day prior to the program to qualify for a refund (less 5% administrative fee). Those not attending will receive the digital program materials in full consideration of tuition paid.

MCLE CREDIT The North Carolina Bar Association is an accredited CLE sponsor under the MCLE Regulations promulgated by the NC State Bar Board of Continuing Legal Education. This program is approved (but not sponsored) by the Board for the designated number of CLE hours. Each attorney must maintain a record of his/her attendance for the NC State Bar annual report. MCLE credit is reported by NCBA only if a NC State Bar number is provided. Your CLE tuition includes mandatory State Bar fees used to support the State Bar’s Mandatory Continuing Legal Education program. The Chief Justice’s Commission on Professionalism and the Chief Justice’s Equal Access to Justice Commission. Your tuition also includes digital access to all program materials. DIGITAL PROGRAM MATERIALS You will receive a notification email when digital materials are available to download. To retrieve digital materials, log in and select “Your Course Materials” on the CLE website. All of the materials for this program will be available for download in advance of the program. VIDEO REPLAYS Qualify for the Early Bird tuition, registration must be received one week prior to program date. NC State Bar rules require a minimum number of preregistered active State Bar members. NCBA reserves the right to cancel any video program prior to the program date if registrations do not meet the NC State Bar requirement. Some sites require additional registration or evaluation forms. Visit www.tinyurl.com/CLE574PDM to confirm video replay registration and program start times. CLE credit hours at Video Replays are subject to change. Video replay program attendees may purchase the printed manuscript at cost. Due to printing and shipping lead times we are unable to accommodate requests for print materials made fewer than seven (7) days prior to any video replay program. PERSONS WITH DISABILITIES We make every effort to ensure that our programs are held in facilities which are fully accessible to persons with disabilities. If you plan to attend our program and need special facilities or assistance relating to a disability, please contact the CLE Department at least one week prior to the date of the program. INCREMENT WEATHER We make every effort to notify registrants when a program is canceled or delayed due to weather. If inclement weather is forecast, please check your local news listings or contact event venue. NCBA programs will follow the work schedule of the hosting institutions, to include delayed openings. CLE SCHOLARSHIPS A limited number of scholarships are available to members in financial need. Contact Membership Services at 1.800.662.7407 or email akemple@ncbar.org. EVENT SPONSOR AND EXHIBITOR OPPORTUNITIES Interested in meeting the attendees of this program? Become an exhibitor or sponsor! Contact Jennifer Shapley at CLESponsorship@ncbar.org for detailed information about these opportunities and their benefits. FOR MORE INFORMATION, VISIT WWW.NCBAR.ORG/CLE.
2018 NCBA Paralegal Division Annual Meeting

LIVE
Friday, May 4, 2018 | Pinehurst Resort, Pinehurst

CPE CREDIT: 6.0 Hours
Includes 2.0 Hours Ethics/Professional Responsibility

VIDEO REPLAYS, UPDATES & REGISTRATION
www.tinyurl.com/CLE574PDM

“I thoroughly enjoyed the variety of topics and believe the program planner did a great job of putting it together.

“Great topics and speakers this year. Learned a lot!!”

“The Program overall was very good. I liked the choices and the ability to move from one course tract to another.”

-Attendees, 2017 NCBA Paralegal Division Annual Meeting

SAVE MONEY on this program by using your North Carolina Bar Association CLE PASSPORT

To learn more or to purchase, visit www.tinyurl.com/CLEPassport