



CLA Review Manual: A Practical Guide to CLA Exam Preparation

Virginia Koerselman Newman

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This manual is a comprehensive study tool for the Certified Legal Assistant (CLA) Examination administered by the National Association of Legal Assistants, Inc. The manual thoroughly covers each section of the exam with extensive outlines, examples, facts, and charts for review. Sample tests are included at the end of each chapter. Tips for studying and successful completion of the exam are also provided. The new edition has been completely updated to reflect the latest changes in the law and the CLA Examination.

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