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**123ce.com**  
continuing education

# Course Descriptions

## 5 Hour Legal Courses for Paralegal and Legal Assistants

### Introduction to Law (#200) 5 hrs

Learn about the beginnings of law and how it has changed over time as well as how the law is used to administer justice. This course is helpful for building the foundation for all occupations in the legal profession.

**\$87.50 Enroll now!**

### Contract Law I (#201) 5 hrs

The ins and outs of formal and informal contract law, from different forms of agreements to consideration.

**\$87.50 Enroll now!**

### Contract Law II (#202) 5 hrs

A continuation of "Contract Law I"; an overview of the capacity of individuals in contracts, legalities regarding the subject matter of a contract, the role of third parties and more.

**\$87.50 Enroll now!**

### Types of Contracts (#203) 5 hrs

Learn about the language used in making contracts, the nature of promises, breaches of contract and the ways in which a contract can be discharged.

**\$87.50 Enroll now!**

### Introduction to Torts (#204) 5 hrs

An introduction to the complex subject of *torts*. Learn more about the subject of *trespass*, from trespass of the person to when you may legally use force to protect yourself from danger.

**\$87.50 Enroll now!**

### Negligence (#205) 5 hrs

There are many things to consider when speaking of negligence. In this unit, explore the essential aspects of negligence, contributory negligence, deceit and much more.

**\$87.50 Enroll now!**

### Criminal Procedure (#217) 5 hrs

An introduction to what criminal procedure means and how it differs from a civil action, as well as the sources of United States law relating to criminal procedure. Learn two of the four ways to lodge a crime against a person in great detail and when a trial may or may not be appealed.

**\$87.50 Enroll now!**



### History of Real and Personal Property (#210) 5 hrs

Discover the rules relating to property from ancient times to the present in both America and in Europe. Learn about the many aspects of property law and estates.

**\$87.50 Enroll now!**

### Conversion, Remainders, and Perpetuities (#211) 5 hrs

An introduction to the transfer of real property into personal property and vice versa as well as terms such as *contingent remainders*, *estate upon condition* and *tenancies*.

**\$87.50 Enroll now!**

### Dower (#212) 5 hrs

Learn about the estate to which a widow is entitled, how it originated and why it is important in today's world. Also discover the natural rights you have if you own property.

**\$87.50 Enroll now!**



### Licenses, Titles, Covenants, and Powers (#213) 5 hrs

An overview of the different types of licenses and how a license is obtained, how a person acquires property, the history and types of warranty and more.

**\$87.50 Enroll now!**

### Pleadings in Civil Actions I (#214) 5 hrs

Discover more about pleadings, their subjects and the rules that surround them. Learn about how to obtain the facts to make a declaration and how some courts have changed since common law procedures.

**\$87.50 Enroll now!**

### **Pleadings in Civil Actions II (#215) 5 hrs**

This unit is a continuation of “Pleadings in Civil Actions I” and will cover topics such as the rules governing joint and separate law suits and how a plaintiff responds to a defendant’s pleas.

**\$87.50 Enroll now!**

### **Practice in Civil Actions (#216) 5 hrs**

Learn the proceedings of a civil trial and discover who may and may not be a plaintiff and defendant in a civil court case. This unit also covers the ways a lawyer presents a case to the court alone, the rules to be followed when making an opening statement and how a jury deliberates and comes to a verdict.

**\$87.50 Enroll now!**

### **An Introduction to Trusts (#220) 5 hrs**

Distinguish the relationship between each party in a trust, expand upon your knowledge of implied trusts and learn more about the role of beneficiary, including who may be a beneficiary and what happens when a beneficiary accepts or refuses a trust.

**\$87.50 Enroll now!**

### **Private Corporations I (#221) 5 hrs**

An introduction to the earliest forms of corporations, how they still hold importance today and how they differ from other forms of business. Learn more about a corporation’s powers in terms of relating to other businesses and governing itself.

**\$87.50 Enroll now!**

### **Private Corporations II (#222) 5 hrs**

A continuation of “Private Corporations I”; learn which contracts are binding to a corporation and which are flexible, the importance of corporate membership and how a corporation is dissolved.

**\$87.50 Enroll now!**

### **Partnerships (#223) 5 hrs**

An overview of what a partnership is, the different types of partnership and how a partnership differs from other business relations. Discover the process of terminating a partnership, including what happens when only some partners want to dissolve the partnership.

**\$87.50 Enroll now!**

### **Introduction to Constitutional Law (#224) 5 hrs**

Learn the definition of constitutional law and its origins, as well as the process of making changes to both state and federal constitutions.

**\$87.50 Enroll now!**

### **Organization & Power of the U.S. Government (#225) 5 hrs**

An introduction to the divisions of power between state governments and the federal government, as well as how these governments relate to one another.

**\$87.50 Enroll now!**

### **Constitution as a Bill of Rights (#226) 5 hrs**

Learn how and why state constitutions were developed and why early Americans felt a need for a federal Bill of Rights, the difference between federal and state citizenship, civil rights, how persons accused of a crime are protected by the Constitution and more.

**\$87.50 Enroll now!**

### **Crime, Intent, and Criminal Capacity (#208) 5 hrs**

An introduction to the broad subject of criminal law, including why some people are incapable of committing a crime, degrees of participation in criminal acts and how crimes are classified.

**\$87.50 Enroll now!**

### **Burglary, Arson, and Offenses against Property (#209) 5 hrs**

Learn about the two offenses against the habitation— burglary and arson, what constitutes larceny, robbery, embezzlement, forgery, counterfeiting and much more.

**\$87.50 Enroll now!**

### **Introduction to Wills (#218) 5 hrs**

An overview of the basic concepts about wills, the Statute of Distribution and rules regarding who make a will. Expand your knowledge of wills to learn how to perfect a will and learn how fraud, undue influence and mistake affect a will.

**\$87.50 Enroll now!**

### **How Wills May be Revoked (#219) 5 hrs**

Learn about how someone revokes a will, how a will is brought up-to-date and the legal terms related to this process, the three types of ademption and the relationship between guardians and wards.

**\$87.50 Enroll now!**



### **Defamation and Damages (#206) 5 hrs**

Learn about defamation, or the taking from another's reputation, and how it differs from legal wrongs of family members. Discover the difference between *slander* and *libel* and how the law recognizes that wrongs may interfere with domestic, contractual and business relations.

**\$87.50 Enroll now!**

### **Right of Privacy and Relationships (#207) 5 hrs**

Examine some of the ways in which law protects the rights of individuals and society. Learn about the origin of the right of privacy, different types of relationships, including marriages, and how acting at peril may harm others and deprive them of their rights.

**\$87.50 Enroll now**

### **Paralegal Ethics: Update and Review (#355) 5 hrs**

This course has been written to review and update what you know about paralegal ethics. Paralegal ethics topics include regulation, unauthorized practice of law, confidentiality, conflict of interest, client fees and funds and professionalism. This course's approach should help you perform your job more efficiently, effectively and, most importantly, ethically.

**\$87.50 Enroll now**

## **10 Hour Legal Courses for Paralegal and Legal Assistants**

### **Legal Research Using Lexis Nexis® (#315) 10 hrs**

Learn to successfully utilize the CALR tool LexisNexis, Shepard's Online and Keycite; identify primary and secondary sources; and conduct legal research and accurately cite verified sources.

**\$175.00 Enroll now!**

## **20 Hour Legal Courses for Paralegal and Legal Assistants**

### **Wills, Trusts, and Estates (#314) 20 hrs**

An overview of the benefits of having a will, the different kinds of nonprobate property, uniform laws and the law on advance directives and anatomical gifts.

**\$396.00 Enroll now!**

### **Family Law (#313) 20 hrs**

An introduction to family law, including a historical background of divorce, how to differentiate nonmarital families and marital families and an explanation of the establishment of paternity.

**\$396.00 Enroll now!**

### **Criminal Law (#311) 20 hrs**

Learn about criminal law and the criminal legal system of the United States, the different types of defenses and their elements and forms of sentencing and punishment procedures.

**\$396.00 Enroll now!**

### **Personal Injury and Torts (#312) 20 hrs**

An overview of tort law; explore many topics, including defamation and worker's compensation.

**\$396.00 Enroll now!**

### **Civil Litigation (#308) 20 hrs**

A description of the basic civil litigation process, along with an overview of types of jurisdiction, a description of the paralegal's role in the discovery process and much more.

**\$396.00 Enroll now!**

### **Business and Corporate Law (#307) 20 hrs**

Learn about the relationship between business ethics and the law, the major forms of business organization used by entrepreneurs in the United States and the express and implied powers of corporations.

**\$396.00 Enroll now!**

### **Real Estate Law (#306) 20 hrs**

Differentiate between types of ownership and estates, learn to prepare a deed, explore commercial leases and lease provisions and more.

**\$396.00 Enroll now!**

### **Practical Bankruptcy Law (#309) 20 hrs**

An overview of bankruptcy, including how to prepare for and begin a bankruptcy case and an explanation of how taxes are determined, prioritized and paid in bankruptcy cases.

**\$396.00 Enroll now!**



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