

FORTHCOMING 2008!

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The Organized Lawyer

Kelly Lynn Anders
Washburn University School of Law

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Kelly Lynn Anders

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There's more than one way to be organized, but you wouldn't know it from most books and television shows. There's so much more to creating and maintaining an organized space than purchasing a bunch of plastic bins and attractive containers from the local office supply store. Add stress and time constraints and multiple types of items to control and it's a recipe for failure—or a belief that organization is impossible. That's where this book comes in.

The Organized Lawyer is designed to address the needs of all types of lawyers—corporate, nonprofit, government, private, academic, and solo practitioners. Whether you're in a cubicle, corner office, or working out of your home, this book will help you develop and maintain a more organized space.

About the Author

Kelly Lynn Anders is the Associate Dean for Student Affairs at Washburn University School of Law. She also directs Washburn Law's Externship and Pro Bono programs and teaches Art Law. She earned a bachelor's degree in Journalism (with minors in Art, French, and History) from the University of Nebraska, and a juris doctorate from Pepperdine University School of Law. She is certified in Dispute Resolution from Pepperdine's renowned Straus Center for Dispute Resolution.

Before law school, Anders was a reporter for the Omaha World-Herald. She then accepted an Isaacson Fellowship in the

Counseling Center at the University of Nebraska, where she counseled students and taught courses in Academic and Career Development. She later became a California Senate Fellow, which involved public policy research and media affairs in the office of the Senate President. After law school, Anders worked in public relations at Pepperdine University. She later moved to Denver, Colorado, to become a policy specialist at the National Conference of State Legislatures. Other teaching experience includes law and art courses at the Art Institute of Colorado.

Anders is a 2001 recipient of the "Forty Under 40" award from the Denver Business Journal and served on the Board of Directors of Colorado Lawyers for the Arts. She currently serves as Vice Chair of the American Bar Association's Committee on Visual and Dramatic Works. In her spare time, she enjoys interior design and consults with attorneys and professionals to develop creative and organized workspaces.

Find out more about Kelly Anders and *The Organized Lawyer* on her web page at www.theorganizedlawyer.com.

"No one expects to see a space that is entirely clutter-free, but most people feel more comfortable in an office that offers a clean chair, small space to lean or set down personal items, and surroundings that demonstrate control over one's workload. When a client comes to you for help, he or she wants to feel like you can handle it. How can they be expected to trust you with life-impacting decisions when you don't appear to have control of your own affairs? That may sound harsh, but perceptions matter—especially in the legal profession.

"That's where this book comes in. *The Organized Lawyer* is designed to address the needs of all types of lawyers—corporate, nonprofit, government, private, academic, and solo practitioners. Whether you're in a cubicle, corner office, or working out of your home, this book will help you develop and maintain a more organized space."

—excerpted from the Introduction of *The Organized Lawyer*