

LEGAL SECRETARY

October 2010

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|---|--|-----------|----------|--------|---|
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11  Columbus Day | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 Legal Secretary Begins Legal Terminology Instructor: Sanchez Room: Cafeteria Conference Room | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 Civil Procedure I Instructor: Arnold Room: Cafeteria Conference Room | 27 | 28 | 29 | 30 Civil Procedure I Instructor: Arnold Room: Faculty Lounge |
| 31  | | | | | | |

LEGAL SECRETARY

November 2010

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--|--------|---|-----------|---|--------|---|
| | 1 | 2 Civil Procedure II Instructor: Arnold Room: Cafeteria Conference Room | 3 | 4 | 5 | 6 Computers Instructor: Heintz Room: PDC |
| 7  | 8 | 9 Civil Procedure II Instructor: Arnold Room: Cafeteria Conference Room | 10 | 11  Veteran's Day | 12 | 13 |
| 14 | 15 | 16 Document Management Instructor: Huntsman Room: Cafeteria Conference Room | 17 | 18 | 19 | 20 Document Management Instructor: Huntsman Room: Faculty Lounge |
| 21 | 22 | 23 Investigations Instructor: Juarez Room: Cafeteria Conference Room | 24 | 25  Thanksgiving Day | 26 | 27 |
| 28 | 29 | 30 Contract Law Instructor: Sanchez Room: Cafeteria Conference Room | | | | |

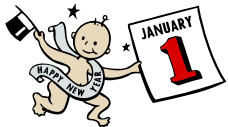

LEGAL SECRETARY

December 2010

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---|-----------|----------|---|--|
| | | | 1 | 2 | 3 | 4 Family and Law Instructor: Guterson Room: Faculty Lounge |
| 5 | 6 | 7 Family Law Instructor: Guterson Room: Cafeteria Conference Room | 8 | 9 | 10 | 11 Workers' Compensation Instructor: Arnold Room: Faculty Lounge |
| 12 | 13 | 14 Workers' Compensation Instructor: Arnold Room: Cafeteria Conference Room | 15 | 16 | 17 | 18 Speed Typing Instructor: Heintz Room: |
| 19 | 20 | 21 Probate Instructor: Arnold Room: Cafeteria Conference Room | 22 | 23 | 24 | 25  Christmas |
| 26 | 27 | 28 | 29 | 30 | 31  New Year's Eve | |

LEGAL SECRETARY

January 2011

| January 2011 | | | | | | |
|--------------|--|--|------------|------------|------------|--|
| <i>Sun</i> | <i>Mon</i> | <i>Tue</i> | <i>Wed</i> | <i>Thu</i> | <i>Fri</i> | <i>Sat</i> |
| | | | | | | 1  |
| 2 | 3 | 4 Calendaring Arnold CCR | 5 | 6 | 7 | 8 Speed Typing-Heintz |
| 9 | 10 | 11 Career Development Graduation - CCR Eva Bitar | 12 | 13 | 14 | 15 |
| 16 | 17 Martin Luther King, Jr.  | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |