



THE MISSISSIPPI BAR

**TECHNOLOGY COMPETENCE: UP YOUR TECH GAME!**

An easy program to enhance and streamline your practice, increase profits, and protect your data.

Hilton Jackson, County Line Road  
April 16, 2019

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*6 Hours of CLE Credit, including 1 Ethics Hours*

**About the Seminar**

The Technology Committee of The Mississippi Bar invites you to attend its biannual seminar to be held April 16, 2019 in Jackson at the Hilton on County Line Road. Legal technology is advancing and evolving at a rapid pace, and it is crucial for attorneys to stay up to speed for effective and secure practice management. This program is specifically designed to help **every** lawyer improve their practice. Don't hide from your tech like an ostrich! Come and learn from our nation's top legal technology speakers just how easy it is to improve your bottom line, get new clients, and shore up your firm's cybersecurity. Topics covered will range from case management for secure and successful law firms to tech tips for making the most of Microsoft Office to common security threats to law practices. Join us and learn how to use legal technology to gain efficiency, enhance your cybersecurity, and realize potential cost savings. Six hours of CLE credit, including 1 hour of ethics, will be offered. The cost for preregistration (received by April 9) is \$185 and includes lunch. Late registration (after April 9) \$200 and is limited to availability.

Questions:

Please contact Bronwyn Bolton at The Mississippi Bar with any questions at 601-353-1703 or [bbolton@msbar.org](mailto:bbolton@msbar.org).

Cancellations: Cancellations received by Tuesday, April 9 will receive a full refund minus a \$25 administrative fee. Cancellations after April 9 and "no shows" will not receive a refund.

**Registration Form**

**Technology Competence: Up Your Tech Game! CLE**

**April 16, 2019**

**\$185.00 Registration Received by April 9**

**\$200.00 Late Registration**

**[Click Here to Register Online With a Credit Card](#)**

Full Name: \_\_\_\_\_

Bar #: \_\_\_\_\_

Preferred First Name for Badge: \_\_\_\_\_

City: \_\_\_\_\_

Email (required to register): \_\_\_\_\_

Make check payable to **The Mississippi Bar** and return with this registration form to:  
The Mississippi Bar, Attn: Bronwyn Bolton, P.O. Box 2168, Jackson, MS 39225-2168

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The Mississippi Bar's Technology Committee presents its 2019 CLE:  
*Technology Competence: Up Your Tech Game!*

## Agenda

8:00 a.m. - 11:00 a.m.	Registration Desk Open
9:00 a.m. – 9:15 a.m.	<b>Welcome</b> Hunter Twiford, IV- Technology Committee Chair
9:15 a.m. – 10:15 a.m. (60 minutes)	<b>Why Case Management is Essential to a Secure and Successful Law Firm</b> Allan McKenzie
10:15 a.m. – 10:30 a.m.	<b>Mid-Morning Break</b> (Included in Registration Fee)
10:30 a.m. – 11:30 a.m. (60 minutes)	<b>Top Tech Tips for Microsoft Word and Outlook</b> Adriana Linares
11:30 a.m. – 12:15 p.m. (45 minutes)	<b>How Being a Professional Drummer Taught Me to Be a Tech-Savvy Lawyer</b> Henry Herrman
12:15 p.m. – 1:00 p.m.	<b>Lunch</b> (Included in Registration Fee)
1:00 p.m. – 2:15 p.m. (75 minutes)	<b>Excel for Data Management and Manipulation</b> Allan Mackenzie
2:15 p.m. – 2:30 p.m.	<b>Mid-Afternoon Break</b> (Included in Registration Fee)
2:30 p.m. – 3:30 p.m. (60 minutes)	<b>The Electronic Form- Efficiently Collect and Use Client Data</b> Allan Mackenzie
3:30 p.m. – 4:30 p.m. (60 minutes)	<b>Ethics Hour- Recognizing and Addressing Common Security Threats in Your Own Law Firm</b> Adriana Linares

### **Speakers:**

**Adriana Linares-** Adriana is a legal technology consultant with her company, LawTech Partners. Using her practical and personal approach to technology she helps legal professionals use technology to maximize skills and investments through training and consulting. She served as Chair of ABA TECHSHOW 2017; works as a technology consultant to the Florida Bar Board of Governors and the San Diego County Bar Associations as well as hosting monthly episodes of the New Solo podcast on the Legal Talk Network.

**Allan Mackenzie-** Allan is a law practice management consultant and legal technology trainer. His experience ranges from that of a once night-shift word processor to a Wall Street IT Director. He has a specialty in litigation technology and support. He has led the charge in multiple-year litigation with discovery volumes measured in terabytes and as end-user trainer, he has demystified Word Styles and the mouse's right-click. Today, Allan is serving his fourth year on the Planning Board of ABA TECHSHOW.

**Henry A. Herrman-** Henry is a licensed attorney in CA and NY. His work focuses on commercial real estate. His practice includes: drafting and negotiating all real estate related transactional and joint venture agreements, loan documents, construction agreements (including AIA), development agreements, and related real estate development documentation. Having been a partner in a premier LA-based law firm, he now runs a mobile solo practice coast to coast.