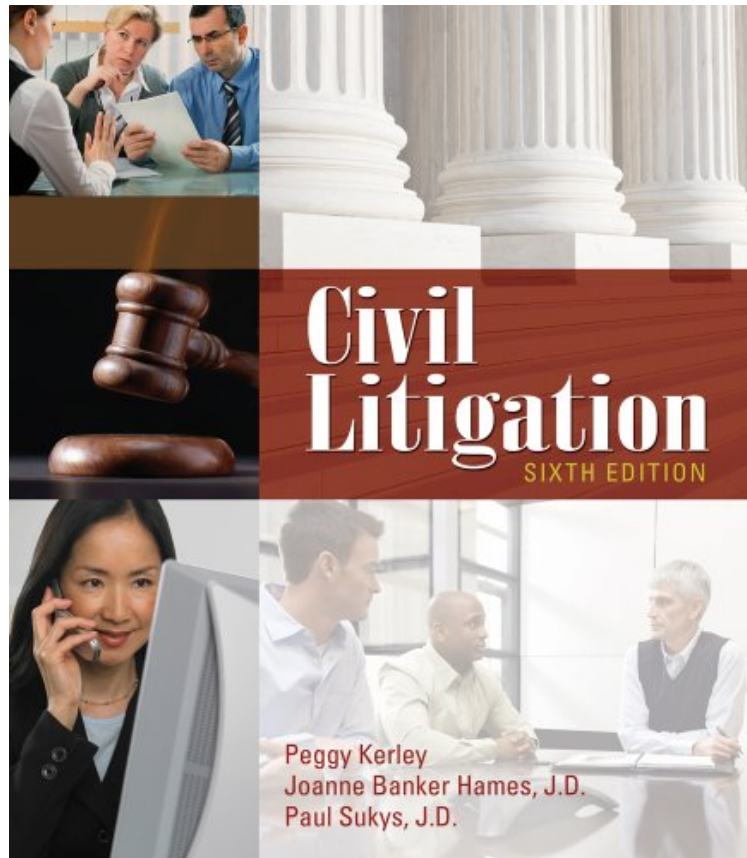


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About the Author Peggy N. Kerley is a contract litigation paralegal, working with the law firm of Weil, Gotshal Manges, and a former paralegal instructor at Southeastern Paralegal Institute, in Dallas, Texas. She has more than 45 years of legal experience. Ms. Kerley received her undergraduate degree in political economy from the University of Texas at Dallas, and her paralegal certificate from the University of Oklahoma. She is also the author of another paralegal text, *Employment Law for the Paralegal*. Joanne Banker Hames, J.D., is a retired Paralegal Coordinator and full-time instructor for the paralegal program at DeAnza Community College located in Cupertino, California. She is currently a part-time instructor at the school. She earned her J.D. degree from Santa Clara University School of Law and was admitted to the California Bar in January 1972. She has been an active member since that time. For several years Ms. Hames was employed as an attorney in a busy litigation law firm. During that time she was involved in all aspects of civil litigation, including pre-trial preparation, jury trials, and appeals. For the past fourteen years she has been involved primarily in paralegal education, teaching at DeAnza Community College and previously at Santa Clara University Paralegal Institute. Paul Sukys, J.D., Ph.D., is a Professor of Philosophy, Law, and Legal Studies at North Central State College in Mansfield, Ohio. He also teaches as an adjunct professor at Ashland University and Mount Vernon Nazarene University. Dr. Sukys received his bachelor's and master's degrees from John Carroll University in Cleveland, his law degree from Cleveland State University, and his doctorate in philosophy from The Union Institute and University in Cincinnati. He is a member of the Ohio Bar, the Ohio State Bar Association, the Society for Ethics Across the Curriculum, the National Business Education Association, the Society for Interdisciplinary Studies, the Society for Literature, Science, and the Arts, and the Lakeside Chautauqua Literary and Scientific Circle.