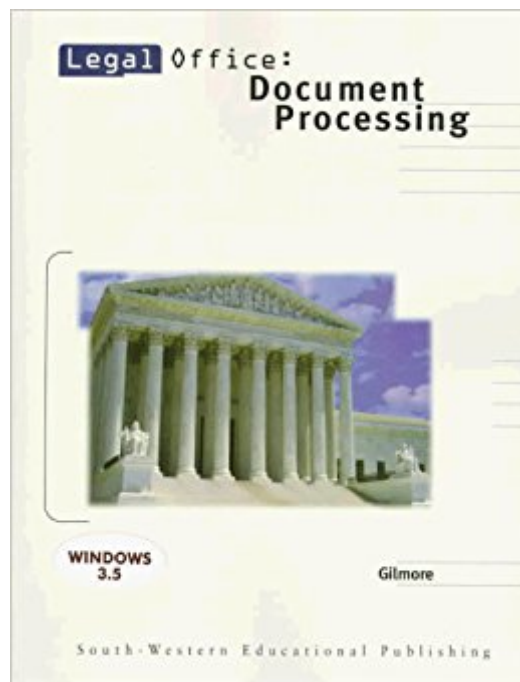




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Synopsis

This text-workbook is designed to familiarize anyone training to work in a legal office keying various types of legal court documents. Emphasis is placed on how to key various types of legal court documents, and the preparation of correspondence for the legal field.

Book Information

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