

**Professional Skills Seminars
for Paralegals & Legal Secretaries/Assistants
Las Vegas, Nevada**

October 9-10, 2014

Luxor Las Vegas

3900 S. Las Vegas Boulevard

Las Vegas, Nevada 89119

Sponsored by the Association of Bankruptcy Judicial Assistants



2014 ABA Educational Seminars

The Association of Bankruptcy Judicial Assistants ("ABJA") is offering two Professional Skills Seminars on Thursday & Friday, October 9-10, 2014, at the Luxor Las Vegas Hotel. The registration fee for these seminars is \$150.00 per day, and includes a continental breakfast, morning and afternoon break refreshments, and all seminar materials.

PROFESSIONAL SKILLS SEMINAR (6 CEU CREDITS)
Thursday, October 9, 2014

- 8:00 - 8:30 a.m. **Registration and Continental Breakfast**
- 8:30 - 9:00 a.m. **Welcome & Introductions – Mary A. Schott, Clerk**
- 9:00 - 10:15 a.m. **Ethics – Hon. Douglas D. Dodd, U.S.B.J., Baton Rouge, LA**
- 10:15 a.m. **Break**
- 10:45 - 11:45 a.m. **You Don't Know What You Don't Know – Kenneth Gardner, Clerk, Bankruptcy Court, Colorado**
- 12:00 - 1:30 p.m. **Lunch (on your own)**
- 1:30 - 3:00 p.m. **Introduction to Financial Planning – James De La Torre, C.R.P.C., fedADVANTAGE**
- 3:00 - 3:15 p.m. **Break**
- 3:15 - 4:15 p.m. **Financial Planning – (Continued)**

PROFESSIONAL SKILLS SEMINAR (6 CEU CREDITS)
Friday, October 10, 2014

- 8:00 - 8:30 a.m. **Registration and Continental Breakfast**
- 8:30 - 9:00 a.m. **Welcome - History of the A.B.J.A. Patsy Burkhalter, Savannah, GA**
- 9:00 - 10:15 a.m. **Coping With Change – Barry K. Lander, Clerk, Bankruptcy Court, San Diego, CA**
- 10:15 - 10:30 a.m. **Break**
- 10:30 - 12:00 p.m. **CM/ECF Next Generation – Mary W. Barry, Law Clerk & Administrative Office Detailee Janschelle Barner, Judicial Assistant and Administrative Office Detailee, Washington, D.C.**
- 12:00 - 1:30 p.m. **Lunch (on your own)**
- 1:30 - 2:30 p.m. **Travel Tips & Resources – Mark Busby, Administrative Office, Washington, D.C.**
- 1:30 - 2:30 p.m. **(CBA BREAKOUT SESSION)**
Practice Excellence: Tips for Case Management For Debtor and Creditor Firms
Zach Larson, Esq. & Matthew Zirzow, Esq., Las Vegas
- 2:30 - 2:45 p.m. **Break**
- 2:45 - 4:00 p.m. **Willpower – Fit for the Long Haul - Lance S. Wilson, Clerk, District Court, Nevada**

HOTEL ACCOMMODATIONS: A block of rooms is being held at the Luxor Las Vegas. All attendees will receive the standard room at the group rate of \$61.00 single/double occupancy. Weekend rate is \$116.00. Reservations must be made directly with the hotel at **1-800-926-4737** or **702-262-4450**. Use code **"ABJA14P"** or click on the following hotel link:

<https://resweb.passkey.com/go/ABJA14P>

The cut-off date for reservations is **September 8, 2014**. Additional hotel information is available on their website at www.luxor.com. Also, visit the Las Vegas Convention & Visitors Authority www.lvcva.com for complete information on Las Vegas.

Contact Information

Phone Linda Montano @ 312-435-6867; or e-mail her at linda_montano@ilnb.uscourts.gov

**REGISTRATION FORM
2014 PROFESSIONAL SKILLS SEMINAR
LUXOR LAS VEGAS
OCTOBER 9-10, 2014
PLEASE PRINT**

Name _____

Address _____

Firm Name or Gov't Office (if any) _____

Telephone # _____ Fax # _____

Emergency Contact Name & Number _____

I will be staying at the Luxor: yes no

I've made reservations at another hotel: yes no

I do not require hotel accommodations:

Seminar Fees: Thursday \$150.00 \$ _____

Friday \$150.00 \$ _____

Total Amount Remitted \$ _____

**Registration deadline is September 8, 2014.
Absolutely no refund of registration fees after
September 15, 2014 (no exceptions).**

Submit this registration form, together with your check to:

Ursula Hamilton, ABA Treasurer
c/o United States Bankruptcy Court
401 West Trade Street, Room 111
Charlotte, NC 28202

Please make checks payable to "ABJA"