



Basic Administrative Law for Paralegals, Fifth Edition (with CD)

Anne Adams

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Basic Administrative Law for Paralegals is a definitive coursebook in paralegal studies, with thorough topical coverage and an accessible, easy-to-use electronic workbook that keeps students engaged.

The **Fifth Edition** includes a new section on the Nuclear Regulatory Commission and a new discussion of the paralegal job market. Sections on the Social Security Administration and the Labor department have been updated to address United State's economic crises. The electronic workbook exercises have been updated, as have government forms, along with a current list of pertinent URLs for speedier Internet access to supplement research projects.

Key features of Basic Administrative Law for Paralegals:

- **Complete, up-to-date introduction to administrative law**, written exclusively for paralegal students.
- **Accessible text with lively, timely examples.**
- **Focus on paralegal skills** and careers.
- Final chapter on **public- and private-sector career opportunities.**
- **Comprehensive coverage** of all aspects of administrative agencies, rules and regulations, clients' rights, and informal and formal proceedings.
- **Extensive pedagogy**, including chapter summaries, key terms, review questions and examples.
- **Electronic workbook** focuses on Internet access and exercises.
- **URLs assist students in accessing online government records**, including the Federal Register.

Thoroughly updated, the revised Fifth Edition includes:

- New section on Nuclear Regulatory Commission.
- **New discussion of the paralegal job market.**
- **Practice-ready skills at the end of each chapter.**
- **Updated government forms.**
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