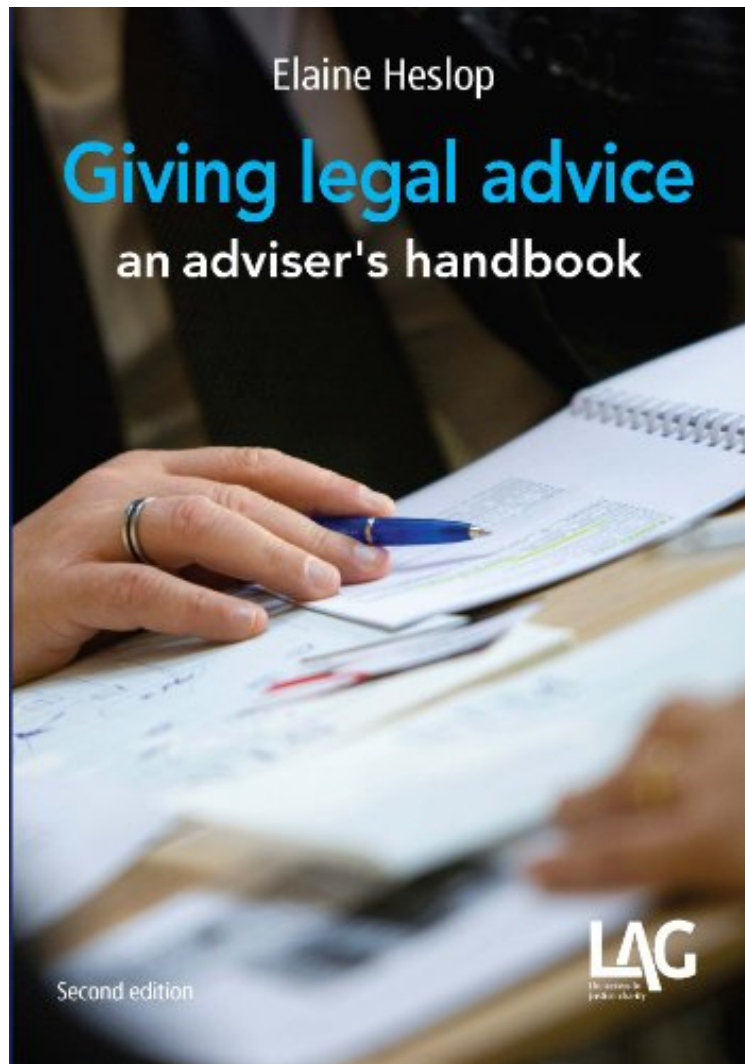


[Free] Giving legal advice: an adviser's handbook

## Giving legal advice: an adviser's handbook

Von Elaine Heslop

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**Von Elaine Heslop : Giving legal advice: an adviser's handbook** before purchasing it in order to gage whether or not it would be worth my time, and all praised Giving legal advice: an adviser's handbook:

KundenrezensionenHilfreichste Kundenrezensionen1 von 1 Kunden fanden die folgende Rezension hilfreich. Essential reading for lawyers and non-lawyers alike....Von Phillip Taylor MBETHE DEFINITIVE GUIDE TOCOURT PROCESSES AND THE COURTSAn appreciation by Phillip Taylor MBE and Elizabeth Taylor of Richmond Green ChambersThe Legal Action Group (LAG) -- the access to justice charity -- has just published another indispensable reference book which litigants and their advisers, not to mention lawyers, will love -- especially those with clients who cant quite meet the costs involved in going to law.Giving Legal Advice is the plain-speaking title of this plain-

speaking work of reference now in a new second edition. Its publication is particularly timely in view of the widespread decrease in legal aid and the corresponding increase in litigants in person -- litigants appearing unrepresented in court, that is -- and not necessarily knowing much about what to do, or how to do it. This second edition, explains the author Elaine Heslop, aims to provide support and guidance to those who continue to engage in the vital function of advice provision in order to give as many individuals as possible access to justice. The content of this new edition, therefore has been considerably revised and updated -- and illustrative examples have been given whenever the law is referred to, especially in the areas of social welfare law, including small claims in the civil courts. A quick trawl through the very useful table of contents will indicate that just about every conceivable issue or matter faced by litigants has been covered and explained in a succinct, yet detailed manner, from the court structure itself, to advice skills, to further advice specific to the litigant in person. It should be emphasized that this is a particularly handy book for those who have never been to court before. Helpful documents and flow charts throughout aid navigation -- and besides the listing of advice agencies -- there is a useful index and four appendices, which include precedents, courses and training, a list of useful organisations and the exceptionally enlightening tract dated April 2013 from the Bar Council entitled A Guide to Representing Yourself in Court. As for the courts themselves, there is plenty of advice for the unwary on dress and behaviour, plus numerous tips on the various practicalities. Be ready with the case number be prepared to put even the simplest request in writing be firm but polite with court clerks and so forth. Also note that courts and tribunals are not particularly child friendly. You have been warned! Suffice to say that reading this book will result in litigants and their advisers being better prepared, better informed and more confident in navigating legal processes and the legal system. As a thorough and readable guide to best practice for both advisers and clients, this book should be in every practitioners library. The publication date is stated as at February 2014.

Kurzbeschreibung Giving legal advice: an advisers handbook is a unique guide to the best practice, skills and tactics for advising clients and conducting cases. The basic principles of giving advice and resolving clients problems are explained in a highly practical way. Key areas of social welfare law are outlined and each topic is helpfully illustrated with flow-charts and sample documentation. Since the first edition of this book (published as The Advisers Toolkit) there has been a significant reduction in the funding and availability of legal advice services. New models of advice services are emerging in an attempt to fill the gap left by government cuts and there are growing numbers of self-representing individuals litigants in person who need as much help and guidance as possible to navigate the legal system. Contents include guidance on: Funding legal advice and paying for advice studying, qualifying and becoming an adviser core adviser skills adviser/client relationship taking instructions, identifying needs and moving a case forward external influences on the adviser/client relationship strategies for dealing with vulnerable clients interview skills giving and recording advice advocating for the client case management case resolution: courts and tribunals and ADR understanding the legal system and how to undertake legal research general advice for litigants in person advice for the litigant in person in courts and tribunals Appendices include sample letters, court documents and statements, useful resources, National Occupational Standards in legal advice, glossary and an outline of key areas of social welfare law Giving legal advice: an advisers handbook will be invaluable to all those engaged in advice provision in order to give as many individuals as possible access to justice through information, support and help with securing their rights. Kurzbeschreibung Giving legal advice: an advisers handbook is a unique guide to the best practice, skills and tactics for advising clients and conducting cases. The basic principles of giving advice and resolving clients problems are explained in a highly practical way. Key areas of social welfare law are outlined and each topic is helpfully illustrated with flow-charts and sample documentation. Since the first edition of this book (published as The Advisers Toolkit) there has been a significant reduction in the funding and availability of legal advice services. New models of advice services are emerging in an attempt to fill the gap left by government cuts and there are growing numbers of self-representing individuals litigants in person who need as much help and guidance as possible to navigate the legal system. Contents include guidance on: Funding legal advice and paying for advice studying, qualifying and becoming an adviser core adviser skills adviser/client relationship taking instructions, identifying needs and moving a case forward external influences on the adviser/client relationship strategies for dealing with vulnerable clients interview skills giving and recording advice advocating for the client case management case resolution: courts and tribunals and ADR understanding the legal system and how to undertake legal research general advice for litigants in person advice for the litigant in person in courts and tribunals Appendices include sample letters, court documents and statements, useful resources, National Occupational Standards in legal advice, glossary and an outline of key areas of social welfare law Giving legal advice: an advisers handbook will be invaluable to all those engaged in advice provision in order to give as many individuals as possible access to justice through information, support and help with securing their rights.