



HAILEYBURY CAMPUS BOOKLIST

LAW CLERK - (B256/B258) Year 1: Semester 1

FALL 2018, as of August 1, 2018

Course Code	Course Description	Textbook Title, Edition and Date	Author(s) / Editors (s)	ISBN	Price
LC1013	Law Office Management & Client Relations	Working in a Legal Environment. - 2nd Ed. (2011) Publisher: Emond	Collis, Diana	978-1552393871	\$ 125.75
		Soft Skills for the Workplace. (2018) Publisher: Goodheart-Willcox	Goodheart-Willcox	978-1631268267	\$ 58.00
LC1033	Legal Computing	Computer Applications for Law Clerks. (2017) Publisher: Asselin Group	Asselin, Barb	978-1548629908	\$ 133.00
LC1063	Introduction to Real Estate Law I	Residential Real Estate Transactions. -- 4th Ed. (2016) Publisher: Emond	Kurtz, JoAnne; Emmans, Joan; Blatt, Arlene; Wolf, Judith M.	978-1552396704	\$ 128.00
		Legal Office Procedures. - 7th Ed. (2017) Publisher: Owl	Kamakaris, Tina	978-1896512563	\$ 167.50
LC3093	Estate Law	Wills and Estates. -- 4th Ed. (2017) Publisher: Emond	Fazakas, Derek	978-1772552058	\$ 122.50
PH2103	Critical Thinking / Problem Solving	Becoming a critical thinker: a user friendly manual.-- 1st Canadian edition. -- (2009)	Diestler, Sherry and Colleen Mahy	978-0132061360	\$ 138.75
PL1053	Legal Communications	Communications for Legal Professionals. (2006) Publisher: Emond	Wilkie, Helen; Roberts, John	978-1552391396	\$ 111.75
		Legal Office Procedures. - 7th Ed. (2017) Publisher: Owl. - Same as above	Kamakaris, Tina	978-1896512563	\$ -
		Working In a Legal Environment. - 2nd Ed. (2011) Publisher: Emond Same as above	Collis, Diana	978-1552393871	\$ -

Approximate total before taxes: \$ 985.25

NOTE:

- 1) **Books can be ordered from the Bookstore on campus, or through their website: www.foollett.com.** If you are having difficulty with your order, please contact the Bookstore by phone at: 705-672-3376 ext. 8826, or by email at: 3911mgr@fheg.foollett.com.
- 2) **Prices are subject to change WITHOUT notice.** Some books can be purchased new or used, or rented for the term. **Payment options:** Credit Card (online/in-store), Cash/Debit (in-store), Money Orders (in-store), Certified Cheques (in-store).
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- 5) **There are no longer OSAP book credits, nor free shipping, available.** Textbook and shipping costs must be paid by the student, through the Bookstore. Students sponsored through their band, or Second Career, may still request book credits.