

PREPARING FOR THE FEDERAL TRIAL

Friday, April 15, 2011
E.E. "Tom" Thompson Courtroom, UMKC School of Law
500 E. 52nd St.
Kansas City, Missouri

REGISTRATION FORM

Registration Fee: \$245

Hon. Robert E. Larsen

U.S. Magistrate Judge - Western District of Missouri and former Assistant United States Attorney, Kansas City, Mo.

Hon. Matt J. Whitworth

U.S. Magistrate Judge - Western District of Missouri and former United States Attorney, Jefferson City, Mo.

Mr. Charles M. Thomas

Assistant United States Attorney, Civil Division, Western District of Missouri, Kansas City, Mo.

and organized set of model or pattern jury instructions that will advance your case, and making legally sufficient objections to the final jury instructions at the close of the evidence.

- Trial Disclosures: making, supplementing, and satisfying the evidentiary disclosure requirements established by the Federal Rules of Evidence, the Federal Rules of Civil Procedure, and the Federal Rules of Criminal Procedure, and any additional disclosure requirements contained in the local rules and the judge's scheduling order (e.g., expert witness reports, lay-opinion disclosures, use of dated proper convictions for witness impeachment, use of Rule 404(b) other acts, and summary witness disclosures).
- Motions for Directed Verdict: Preparing and filing written motions for directed verdict at the close of the opponent's evidence and at the close of all the evidence.

8:30 A.M.	REGISTRATION
9:00 A.M.	MASTERING THE FILE <ul style="list-style-type: none">• Preparation: analyzing and summarizing exhibits and witness depositions and other statements so that the underlying information is both organized for pretrial preparation and later retrievable at trial.• Litigation Notebooks: setting up and using the reminder list (e.g., things to do and deadlines to meet), the trial workbook, and the final trial notebook.• Litigation Folders: setting up folders to organize exhibits, witness statements, and trial pleadings.
10:20 A.M.	BREAK
10:30 A.M.	PREPARING CREDIBLE AND PERSUASIVE WITNESSES <ul style="list-style-type: none">• Pretrial Interviews: preparing percipient and expert witnesses to testify persuasively on both direct and cross-examination.• Direct and Cross: avoiding confusing questions and annoying practices at trial, drafting effective direct and cross-examinations, and preparing to deal with adverse and hostile witnesses.• Trial Visuals: making, disclosing, and satisfying the evidentiary foundation for pedagogical exhibits, summaries, computer animations, and computer simulations.
NOON	LUNCH (included in seminar fee)
1:00 P.M.	MAKING A RECORD <ul style="list-style-type: none">• Objections: making legally sufficient objections, filing appropriate motions in limine, and securing definitive court rulings before and during trial.• Jury Instructions and the Instructions Conference: compiling a complete

2:20 P.M.	BREAK
2:30 P.M.	GOING TO COURT <ul style="list-style-type: none">• The Pretrial Conference: discovering the judge's trial preferences (e.g., objections at the bench, approaching the witness box, employing time limitations), narrowing the issues to those really in dispute at trial, and getting the opposition to concede or stipulate to uncontroverted matters.• Final Preparations: blocking out your schedule, using a second chair, organizing your order of proof, and lining up your witnesses.• Dealing with the Courthouse Staff: What you say and how you act will be reported to the judge.
3:00 P.M.	PRESERVING CLAIMS AND DEFENSES DURING PRETRIAL CIVIL LITIGATION <ul style="list-style-type: none">• Preservation of claims and defenses in pleadings.• Preservation of Rule 12 defenses.• Preservation of evidence in Rule 26 disclosures and written discovery.• Preservation of privileges and work product in pretrial litigation.• Preservation of objections to deposition testimony, and the use of errata sheets.• Summary judgment motions and responses.• Dismissals in federal court.
4:30 P.M.	Q & A WITH THE JUDGES AND MR. THOMAS
5:00 P.M.	ADJOURN

CLE Credit: 8.0 Mo. / Kan. Pending

Please make check payable to University of Missouri and mail to: Continuing Legal Education, UMKC School of Law, 5100 Rockhill Road, Kansas City, MO 64110-2499. If you have any questions call our office at (816) 235-1648.

Enclosed is \$ _____ for _____ registration(s) for enrollment in the Preparing for the Federal Trial Seminar at the UMKC School of Law, 500 E. 52nd St. Kansas City, Mo., Friday, April 15, 2011.

Name (please print or type)

Firm or Company

Address

City/State

ZIP

Phone Number

Fax Number e-mail
(E-mail address required to receive a registration confirmation.)

If paying by credit card, fill out the following information. Credit card registrations may be faxed to (816) 235-5414.

VISA MasterCard Discover

Cardholder's Name (as it appears on card)

Card Number

Exp. Date

Relay Missouri. 800-735-2966 (TT) 800-735-2466 (Voice).

No admission ticket or confirmation will be sent. Just pick up materials at the registration desk on the day of the program. Preregistration is encouraged. There is no penalty for walk-in enrollments.

Cancellations & Refunds

We understand that conflicts arise. Cancellations received 48 hours or more prior to the beginning of the program will be refunded. Alternatively, you may choose to receive a credit voucher for a future UMKC/CLE program. Late cancellations and "no shows" will receive program materials on request. Substitutions are always permitted.

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Questions? Call: 816-235-1648

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UMKC School of Law

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Three Federal Trial Experts guide you
through the preparation for Federal Trial!

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www.law.umkc.edu/cle

Paid registrations received in our office up to one week in advance of the seminar will receive campus parking passes in the mail. See the campus parking website:
www.law2.umkc.edu/map.htm.

OUR DISTINGUISHED FACULTY

Hon. Robert E. Larsen
U.S. Magistrate Judge - Western District of
Missouri and former Assistant United States Attorney
Kansas City, Mo.

Hon. Matt J. Whitworth
U.S. Magistrate Judge - Western District of Missouri
and former United States Attorney
Jefferson City, Mo.

Mr. Charles M. Thomas
Assistant United States Attorney, Civil Division, Western
District of Missouri
Kansas City, Mo.

All attendees will receive a copy of Judge
Larsen's book
"Navigating the Federal Trial" (Thomson
West, 2010). A \$134 value!

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\$2950 travel package + \$ 450 CLE fee.

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ing 2 ethics. \$3550 travel package + \$450 CLE fee.

November 5-15, 2011: **Rome, Italy CLE.** 15 hours including 2
ethics. Prices \$3050 travel package + \$450 CLE fee.
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