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**Attorney Supervisors Seminar  
January 22-24, 2003  
Columbia, South Carolina**

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**Agenda**

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**Wednesday, January 22, 2003**

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| 8:15 - 8:30 A.m.   | <b>Registration</b>   |
| 8:30 - 8:45 A.m.   | <b>Administrative Announcements and Opening Remarks</b>             |
| 8:45 - 9:15 A.m.   | <b>Introduction to the Seminar and Seminar Participants</b>         |
| 9:15 - 9:45 A.m.   | <b>The Job of Attorney Supervisors</b>                              |
| 9:45 - 10:00 A.m.  | <b>Break</b>  |
| 10:00 - 11:00 A.m. | <b>The Job of Attorney Supervisors (Continued)</b>                  |
| 11:00 - 11:45 A.m. | <b>From Attorney to Attorney Supervisor: Problems in Transition</b> |
| 11:45 - 12:45 P.m. | <b>Lunch</b>  |
| 12:45 - 1:15 P.m.  | <b>Assessing the Effectiveness of Attorney Supervisors</b>          |
| 1:15 - 3:00 P.m.   | <b>Motivations to Practice Law and to Supervise</b>                 |
| 3:00 - 3:15 P.m.   | <b>Break</b>  |
| 3:15 - 4:30 P.m.   | <b>Choosing a Leadership Pattern</b>                                |
| 4:30 P.m.          | <b>Recess</b>   |
| 5:30 - 6:30 P.m.   | <b>Reception</b>  |

**Thursday, January 23, 2003**

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| 8:30 - 9:30 A.m.  | <b>Controlling the Work of the Office</b>       |
| 9:30 - 10:00 A.m. | <b>Motivation: What it Is and How to Get it</b> |

10:00 - 10:15 A.m.	<b>Break</b>
10:15 - 11:15 A.m.	<b>Motivation: What it Is and How to Get it (Continued)</b>
11:15 - 11:45 A.m.	<b>Case Studies in Motivation</b>
11:45 - 1:15 P.m.	<b>Lunch</b>
1:15 - 2:30 P.m.	<b>Case Studies in Motivation (Continued)</b>
2:30 - 3:15 P.m.	<b>The X-y Management Simulation</b>
3:15 - 3:30 P.m.	<b>Break</b>
3:30 - 4:30 P.m.	<b>Giving Assignments and Constructive Criticism</b>
4:30 - 4:40 P.m.	<b>Break</b>
4:40 - 5:00 P.m.	<b>Giving Assignments and Constructive Criticism (Continued)</b>
5:00 P.m.	<b>Recess</b>

**Friday, January 24, 2003**

8:00 - 9:30 A.m.	<b>Personality, Decision Making and Leadership</b>
9:30 - 9:45 A.m.	<b>Break</b>
9:45 - 10:45 A.m.	<b>Problems in Performance Appraisal and Case/Work Planning and Progress Reviews</b>
10:45 - 11:20 A.m.	<b>Putting Management Practices to Work Back Home</b>
11:20 - 11:30 A.m.	<b>Concluding Comments and Course Evaluation</b>
11:30 A.m.	<b>CLE/evaluations and Adjournment</b>