

Think Like a Lawyer, App Like a Paralegal!

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It has been my experience that most lawyers thrive on having all their information in one place, especially at hearings or other types of meetings. In the courtroom, they have their Apple laptops open, giving them instant access to their servers to quickly view or download information relevant to their case. Or, they might be in depositions all day and use their iPad or iPhone to respond to emails or update their calendars during downtime.

What about paralegals? Some of us work behind the desk all day drafting documents and managing large caseloads, while other paralegals file documents with the court, assist attorneys at trial, or engage in heavy client contact. Whether we are in the office, or working out in the field, the iPhone App Store makes it easy to have some important tools at our fingertips. Below are reviews of free legal apps, all of which I have downloaded and put through a test run.



iWrite Legal

Platform: iPhone and iPad, iTouch

Cost: Free

What it Does: Whether you are drafting a motion or detailed summary, you want your finished product to shine. This app helps you achieve just that because it has a plethora of writing tips and comprehensive checklists for the initial stages of writing, revising, editing and proofreading.

Legal Dictionary by Farlex

Platform: iPhone and iPad

Cost: Free

What it Does: If you want instant access to more than 58,000 legal terms and over 42,000 audio pronunciations of authoritative sources from West's Encyclopedia of American Law, Burton's Legal Thesaurus, and McGraw-Hill, this is the app for you! It's easy to get lost in this great little book.

REAP Record – July 2017



Date Interval

Platform: iPhone and iPad

Cost: Free

What it Does: This one is simple. If you need to calculate a certain amount of days between two dates, such as the straight time between when discovery responses come in and when they are due, this app is quick and easy. Date Interval counts calendar days only, not court days, so it cannot be used to calculate motions.



NALA Facts & Findings

Platform: iPhone and iPad

Cost: Free guest views, paid subscription to NALA to download current issue.

What it Does: This light app gives National Association of Legal Assistants' free access to current editions if you are a member of NALA. If you are not a member, you get a guest view of the current edition and download a few back issues!



DocketLaw 2.1

Platform: iPhone and iPad

Cost: Free for Federal. Must have a CalendarRules or Docketlaw account to use for State,

Appellate and Bankruptcy rule-sets.

What it Does: If you work in Federal law, you'll like this nifty little app, which calculates event dates and deadlines based on the Federal Rules of Civil Procedure. Events are calculated based on a trigger. You can email the results or add events to your calendar and assign a matter description. I encourage my paralegal colleagues to try all the apps above, and to find others that will help with productivity.



About the writer: REAP member Susan Littlefield earned her paralegal certificate from Sonoma State University in 2000. She is a freelance paralegal and notary public with a background as a construction defect paralegal.