

# COLLEGE OF DUPAGE LIBRARY

## COLLEGE & CAREER INFORMATION CENTER



# PARALEGAL CAREER

The resources listed below are available in the **COLLEGE & CAREER INFORMATION CENTER (CCIC)**, an area at the top of the stairs, upper level of the library. Some titles check out, others are for use in-library only and are so indicated. Below is only a sample of the many resources available. By browsing the shelves in the call number area indicated below, you are sure to find even more helpful books and videos! Don't forget to use the career databases and internet sites linked through Jobs/Careers/Colleges from the Library's Home Page at <http://www.cod.edu/library/services/jobscollge.htm> for more information about careers and jobs in the paralegal field.

### **CAREER GUIDES: General Law**

#### **Career Opportunities in Law and the Legal Industry**

CCIC KF 297 .E245 2002 (Check-out and Room Use Only copies)

#### **Careers for Legal Eagles & Other Law-and Order Types**

CCIC KF 297 .Z9 C358 2005 (Check-out and Room Use Only copies)

#### **Careers in Law**

CCIC KF 297 .M86 2004 (Check-out and Room Use Only copies)

#### **Opportunities in Law Careers**

CCIC KF 297 .Z9 M84 2001 (Check-out and Room Use Only copies)

#### **Vault Guide to Corporate Law Careers**

CCIC KF 299 .I5 E416 2003 (Check-out copy)

### **CAREER GUIDES: Paralegal**

#### **Behind the Bar : Inside the Paralegal Profession**

CCIC KF320.L4 A87 2004 (Check-out and Room Use Only copies)

#### **Choosing a Career as a Paralegal**

CCIC KF320.L4 C44 2001 (Check-out and Room Use Only copies)

#### **The Everything Guide to Being a Paralegal: Secrets to a Successful Career!**

CCIC KF320.L4 S365 2006 (Check-out and Room Use Only copies)

#### **A Guide to a Successful Career as a Paralegal or Legal Staff Member**

CCIC KF320.L4 G84 2006 (Check-out and Room Use Only copies)

#### **Leveraging with Paralegals: Setting the PACE of the Future (Videorecording)**

CCIC KF320.L4 L494 2000 (Check-out copy)

**Opportunities in Paralegal Careers**

CCIC KF 320 .L4 F56 2005 (Check-out and Room Use Only copies)

**Paralegal : an Insider's Guide to One of Today's Fastest-Growing Careers**

CCIC KF320.L4 B473 1997 (Check-out copy)

**Paralegal Career for Dummies**

CCIC KF 320 .L4 H37 2006 (Check-out copies)

**Paralegal Career Guide**

CCIC KF 320 .L4 E77 2002 (Check-out copies)

**Paralegal Career Starter**

CCIC KF 320 .L4 S68 2006 (Check-out copies)

**Paralegal Careers**

CCIC KF320.L4 S357 2000 (Check-out copy)

**Paralegals: Enhancing Practice, Professionalism & Profitability**

(Videorecording)

CCIC KF320.L4 P373 2000 (Check-out copy)

**The Practical Paralegal: Strategies for Success**

CCIC KF320.L4 B68 2006 (Check-out copies)

**TESTS, JOB HUNTING & RESUMES**

**How to Find a Job as a Paralegal: A Step-by-Step Job Search Guide**

CCIC KF 320 .L4 K57 1996 (Check-out copy)

**How to Land Your First Paralegal Job**

CCIC KF 320 .L4W34 2005 (Check-out copy)

**NALP Directory of Legal Employers**

CCIC KF 207 .A1 D573 (Current ed. Room Use Only; previous ed. circulates)

**Paralegal Advanced Competency Exam : PACE Study Manual**

CCIC KF320.L4 P3735 2005 (Check-out copy)

**Real-Resumes for Legal & Paralegal Jobs**

CCIC KF 297.7 .Z7 (Check-out copy)

**Resumes for Law Careers**

CCIC KF 297.7 .Z9 R47 2002 (Check-out and Room Use copies)

**Vault Guide to the Top Chicago & Midwest Law Firms**

CCIC KF 193 .C5 V38 (Current ed. Room Use Only; previous ed. circulates)

**Vault Guide to the Top Government and Nonprofit Legal Employers**

CCIC KF 299 .G6 L47 (Check-out copy)

**ALSO PAMPHLETS AND CLIPPINGS:**

**Blue Notebook Labeled: Law Careers**

**Career Monographs:**

376 Paralegal/Legal Assistant

