



HANGING OUT A SHINGLE

How to Develop a Thriving Solo Practice

Maryland State Bar Association Solo and Small Firm Practice Section

Saturday, February 18, 2012

8:30 AM – 4:00 PM

Conference Center @ Sheppard Pratt
6501 North Charles Street, Baltimore, MD

SCHEDULE

8:15 - 8:45 am **REGISTRATION/BREAKFAST**

8:45 - 9:00 am **WELCOME/ INTRODUCTIONS**

9:00 – 10:00 am ***BUILDING A PRACTICE: HOW TO GET AND KEEP CLIENTS***

Tips include selecting areas of practice, determining your legal strengths and weaknesses, determining and maximizing referral sources, client development, where clients come from and what marketing tools a new practitioner should use.

Frank W. Spector, Spector & Kopec, LLC, Baltimore, MD

10:00 - 10:15 am ***BREAK***

10:15 - 11:00 am ***DEALING WITH CLIENTS: STOPPING PROBLEMS BEFORE THEY START***

Getting clients is only part of the process of solo practice. You also have to know which clients to take (and which to avoid), how to prevent problems and what to do if problems happen.

Peter Holland, Esq., University of Maryland School of Law

11:00 – 11:15 am ***BREAK***

11:30 am – 12:30 pm ***PRACTICAL BUSINESS TIPS: STARTING A SOLO PRACTICE***

Topics will include budgeting and financial issues as well as practical management tips to make it work.

Sonya Smith-Valentine, Valentine Legal Group, Greenbelt, MD

12:30 - 1:15 pm ***LUNCH (Provided)***

1:15 – 1:45 pm ***HANDLING THE STRESS OF SOLO PRACTICE***

Law practice is tough but solo practice and a new solo practice can seem overwhelming. Hear how to handle these issues and where to find help and resources.

Lisa Caplan, MSBA Lawyer Assistance Program

2:00 – 3:00 : pm ***AVOIDING GRIEVANCE & MALPRACTICE***

Learn what steps to take as a solo practitioner to minimize your risk of legal malpractice and prevent problems before they happen.

Kevin F. Arthur, Esquire, Kramon & Graham, P.A., Baltimore, MD

2:45 pm -3:00 pm ***BREAK***

3:00 – 4:00 PM ***TECHNOLOGY EVERY SOLO NEEDS***

Learn what technology equipment is necessary in starting and maintaining a solo practice



Timothy S. Faith, Esquire, Baltimore, MD

REGISTRATION

\$65.00 for December, 2011 Admittees

\$85.00 MSBA

\$115.00 non-MSBA Members

\$45.00 Full-time law school Student

Name: _____

Address: _____

City _____ St _____ Zip _____

Phone: _____

E-mail: (mandatory) _____

Name of Law School for Students: _____

PAYMENT OPTIONS:

_____ My check is enclosed.(Make payable to MSBA-LOMA) and mail to 520 West Fayette Street,
Baltimore, MD 21201

_____ Charge my credit card (circle one) and Fax to Pat Yevics at 410-685-1016

_____ Register Securely by credit card [online](#)

VISA MasterCard

Name on Card: _____

Billing Address (If different from above) _____

Card#: _____

3 Digit Security Code: _____ Expiration Date: _____

Amount Charged: _____

Signature: _____