

**Professional Skills Seminars
for Paralegals & Legal Secretaries/Assistants
Atlanta, Georgia**



Thursday, October 31 / Friday, November 1, 2013

Hilton Atlanta

255 Courtland Street, N.E.

Atlanta, Georgia 30303

Sponsored by the

Association of Bankruptcy Judicial Assistants



2013 ABA Educational Seminars

The Association of Bankruptcy Judicial Assistants ("ABJA") is offering two Professional Skills Seminars on Thursday & Friday, October 31 & November 1, 2013, at the Hilton Atlanta, 255 Courtland St., N.E., Atlanta, GA. The registration fee for these seminars is \$150.00 per day, and includes a continental breakfast, morning and afternoon break refreshments, and all seminar materials.

**PROFESSIONAL SKILLS SEMINAR (6 CEU CREDITS)
Thursday, October 31, 2013**

- 8:00 - 8:30 a.m. **Registration and Continental Breakfast**
- 8:30 - 9:00 a.m. **Welcome & Introductions - Regina Thomas,**
Clerk of Court, Northern District of Georgia
- 9:00 - 10:15 a.m. **Claims Filing and Noticing from a Claims Agent's**
Perspective - Jennifer Meyerowitz, Vice President,
Senior Consultant, Director of Business Development
Epiq Systems; Atlanta Bar Assoc., Bankruptcy Chair
- 10:15 a.m. **Quick Break - Travel to Court of Appeals**
- 10:45 - 11:45 a.m. **Bankruptcy Appeals Process - James Gerstenlauer,**
Circuit Executive - 11th Circuit Court of Appeals
(includes Court of Appeals tour)
- 12:00 - 1:30 p.m. **Lunch (on your own)**
- 1:30 - 3:00 p.m. **Alternative Structures for Bankruptcy Appeals**
Professor Rafael Pardo
Emory University School of Law, Atlanta, GA
- 3:00 - 3:15 p.m. **Break**
- 3:15 - 4:15 p.m. **The Four Phases of Attitude**
Steve Morgan, Motivational Speaker - Jefferson, LA

**PROFESSIONAL SKILLS SEMINAR (6 CEU CREDITS)
Friday, November 1, 2013**

- 8:00 - 8:30 a.m. **Registration and Continental Breakfast**
- 8:30 - 9:00 a.m. **Welcome - Hon. Joyce Bihary,** Retired Chief
Bankruptcy Judge, Atlanta, GA
- 9:00 - 10:15 a.m. **Chapter 11 Procedures**
Hon. Karen K. Specie, Northern District of Florida,
Hon. Catherine J. Furay, Western District of Wisconsin
- 10:15 - 10:30 a.m. **Break**
- 10:30 - 12:00 p.m. **Dealing with the Difficult People and**
Saving Your Sanity
Hon. Margaret Dee McGarity, East. Dist. of Wisconsin
- 12:00 - 1:30 p.m. **Lunch (on your own)**
- 1:30 - 2:30 p.m. **Proofreading/Blue Book - Nancy Adams and**
Michael Davis, 11th Circuit Librarians
- 1:30 - 2:30 p.m. **(CBA BREAKOUT SESSION) Dischargeability**
Beth Anne Harrill, Esq., Law Clerk to
Hon. Paul W. Bonapfel, Northern District of Georgia
- 2:30 - 2:45 p.m. **Break**
- 2:45 - 4:00 p.m. **Preventing Workplace Harassment - Woodrow G. Parks,**
Training Specialist, U.S. Bankruptcy Court,
District of Minnesota

HOTEL ACCOMMODATIONS: A block of rooms is being held at the Hilton Atlanta. All attendees will receive the standard room at the group rate of \$133.00 single/double occupancy. Reservations must be made directly with the hotel at 404-659-2000 or **(1-800-445-8667) code "EDC"** or click on the following link for online reservations: [Hilton Atlanta Reservations](#). The cut-off date for reservations is **October 1, 2013**. Additional hotel information is available on their website at [Hilton Atlanta](#). Also, visit the [Atlanta Visitors Bureau](#) for information on Atlanta.

Contact Information

Phone Beth Morris @ 615-736-5587; or e-mail her at
Beth.Morris@tnmb.uscourts.gov

**REGISTRATION FORM
2013 PROFESSIONAL SKILLS SEMINAR
HILTON ATLANTA
OCTOBER 31 & NOVEMBER 1, 2013
PLEASE PRINT**

Name _____

Address _____

Firm Name or Gov't Office (if any) _____

Telephone # _____ **Fax #** _____

E-Mail _____

Emergency Contact name & number _____

I will be staying at the Hilton Atlanta: yes no

I've made reservations at another hotel: yes no

I do not require hotel accommodations:

Seminar Fees: Thursday \$150.00 \$ _____

Friday \$150.00 \$ _____

Total Amount Remitted \$ _____

**Registration deadline is October 1, 2013.
Absolutely no refund of registration fees after
October 7, 2013 (no exceptions).**

Submit this registration form, together with your check to:

**Dorothy Clay, ABJA Treasurer
219 S. Dearborn St., Rm 600
Chicago, IL 60604**

Please make checks payable to "ABJA"

Please note that topics and speakers are subject to change due to circumstances beyond the ABJA's control.