

PREPARATION FOR 341s, 2004 EXAMINATIONS, EVIDENTIARY HEARINGS & TRIALS

- I. Preparation for 341s
 - a. Representing debtors
 - i. Preparing yourself
 - 1. Set the foundation early
 - 2. Review your file
 - ii. Preparing your client
 - b. Representing Other Parties
 - i. Know your goal
 - ii. Understand time constraints

- II. Preparation for 2004 Examinations and Depositions
 - a. Preparing the debtor
 - i. Try to make client comfortable
 - ii. Explain the procedure and what to do when issues arise
 - iii. Explain the “Don’ts”
 - b. Preparing yourself
 - i. Review valid objections
 - ii. Anticipating sensitive or embarrassing inquiries

- III. Preparation for Evidentiary Hearings and Trials
 - a. Preparing your client
 - i. Make client as comfortable as possible.
 - ii. Try to visit the courtroom.
 - iii. Explain differences between testifying at depositions and at trials.
 - iv. Practice, direct and cross
 - b. Preparing yourself
 - i. Prepare an Opening and a Closing
 - ii. Exhibits
 - 1. Mark exhibits in advance.
 - 2. Anticipate objections.
 - iii. Discovery Tools
 - 1. Can be tricky.
 - 2. Don’t reinvent the wheel