Using Technology to Resolve Disputes
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A Presentation to the Collier County Women's Bar Association
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This presentation will be made using Microsoft Power Point to demonstrate various ways in which the practicing attorney can utilize information technology to help resolve disputes.

The first stage of the presentation will include instruction on planning, developing, and presenting Power Point presentations for use in mediation, arbitration and trial. From creating individual slides to managing the overall presentation, we will attempt to show the practitioner how easy it can be to develop effective digital presentations to advocate the client's position. Examples will be shown of different Power Point presentations our office has created for actual cases. This segment will include information on effective use of creating and displaying digital evidence in documenting the matter at hand.

The second stage of the presentation will include a discussion of key Internet sites available to the practicing attorney. This will include a listing of some of the key government web sites, including an update on what some of the clerks of court across the state of Florida are doing to improve on line services and a discussion of what the future may hold for on line accessibility to the Courthouse. We will also discuss the need for creativity and persistence when working with the Internet to research information.

The third and final stage of the presentation will attempt to bring together the various sources of legal and non-legal information available on the Internet toward resolving various disputes. This part of the presentation will focus on using the Microsoft Office 2000 suite of applications to collaborate and improve knowledge management in the law office. This will include instruction on publishing information on the Internet using Microsoft Front Page and maintaining public folders in your law office using Microsoft Exchange Serve and Outlook 2000.

The overall purpose of the presentation is to share with fellow attorneys some ideas which involve implementing information technology to help resolve disputes. The goal of the presentation is to discover and brainstorm new ways to avoid or streamline litigation by more effectively managing and presenting the information related to our clients' matters.