

Name: _____

ANSWER KEY!! 😊

September 21, 2020

Score: 20 / 20QUIZ 1: Paralegal roles & skills *and* court systems (M&M chs. 1 & 6)+2 =
(22)
😊Instructions: On the lines at the left, write the capital letters of the best answers. Each answer is worth two points.

- A 1. "Paralegal" and "legal assistant" are synonyms. (They mean the same; they are interchangeable.)
(true) (A) true (B) false
- D 2. Which of the following tasks may be performed by a paralegal?
(A) assisting attorneys in preparing for trial (C) preparing initial drafts of legal documents
(B) interviewing clients and witnesses (D) all of these
- C 3. Which of the following tasks may not be performed by a paralegal?
(A) organize and maintain client files (C) give legal advice to clients
(B) conduct legal research (D) all of these
- D 4. Which of the following statements is/are true about paralegals?
(A) They are not licensed to practice law. (C) They may not represent clients in most types of judicial proceedings.
(B) They may not give legal advice. (D) All of these.
- B 5. If you graduate from City Tech with a BS in Legal Assistant Studies, you are a "certified paralegal" in NY.
(false) (A) true (B) false
- B+C 6. Which two of the following are the major national paralegal organizations that offer paralegal certification?
(A) United Paralegals of America (UPA) (C) Nat'l Association of Legal Assistants (NALA)
(B) Nat'l Federation of Paralegal Associations (NFPA) (D) American Bar Association (ABA)
- F 7. The federal court system consists of:
(A) The United States Supreme Court (C) United States District Courts (E) all of the above
(B) The Circuit Courts of Appeals (D) superior courts (F) all of the above except D
- C 8. In the federal court system, the _____ are trial courts.
(A) local courts (B) circuit courts (C) district courts (D) appellate courts
- B 9. Courts with original jurisdiction consider only
(A) criminal cases (C) cases in which the parties are residents of the same state
(B) cases being heard for the first time (D) lower courts' decisions, to decide whether they were correct

BONUS!! (2 extra points)

- D Most cases that reach the United States Supreme Court do so by:
(A) direct appellate review (C) Right of appeal
(B) requesting a hearing en banc (D) requesting a writ of certiorari