

19th SOLO & SMALL FIRM CONFERENCE

THE HOW-TO TOOLKIT



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JUNE 19

9:00 a.m. - 4:30 p.m.

AGENDA AT-A-GLANCE

8:00 - 9:00 Breakfast, Exhibitors, and The InfoXchange



9:00 - 9:10 Welcome

9:10 - 10:10 Opening Plenary - The Power Zone Advantage: How to Find the Time You Need to Optimize Your Law Firm Operations

10:10 - 10:50 Break, Exhibitors, and The InfoXchange

CONCURRENT BREAKOUT SEMINARS AND WORKSHOPS

Registrants can watch/attend Seminar A or Seminar B. Workshops are in-person only.
All sessions will be available on-demand post-program. Topics subject to change.

	SEMINAR A	SEMINAR B	WORKSHOP
10:50 - 11:45	How to Market Your Firm	How to Provide Trauma-Informed Legal Services in Your Practice (55 m )	How to Use AI in Your Practice
11:45 - 11:55	<i>Session Change</i>		
11:55 - 12:40	How to Work with Your Accountant to Manage Income Tax Implications for Your Firm	How to Structure Your Succession/Contingency Plan	How to Enhance the Use of AI in Your Practice
12:40 - 1:40	<i>Lunch (In-Person Attendees) Exhibitors and The InfoXchange</i>		
1:40 - 2:35	How to Manage Your Books and Records	How to Say "No" More (Often) (5 m )	How to Utilize Your Legal Education
2:35 - 3:15	Break, Exhibitors, and The InfoXchange		
3:15 - 4:15	Closing Plenary - 50 Tips in 50 Minutes		
4:15 - 4:25	Treasurer's Remarks		
4:25 - 4:30	Closing Remarks and End of Program		
4:30 - 6:00	Reception		

Register at
[store.lso.ca/
19thsolosmall](https://store.lso.ca/19thsolosmall)

 = Session contains EDI content.

Total CPD = 5 h Professionalism  + 1 h EDI Professionalism 

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 Law Society of Ontario CPD