



BH/CC LSA

Beverly Hills/Century City Legal Secretaries Association

THE LEGAL DAZE

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Gwendolyn Edwards, Editor

2012-2013 OFFICERS/CHAIRS Gwendolyn Edwards <i>President</i> <i>Interclub Liaison</i> <i>Website Chair</i> <i>Bulletin Editor</i> Carole Kanter	DATE:	February 21, 2013 - Thursday
	PLACE:	Crowne Plaza Hotel 1150 South Beverly Drive Los Angeles, CA 90036 [Between Olympic and Pico] • [Phone: (310) 553-6561]
	TIME:	6:15 p.m. – Networking: 6:45 p.m. – Dinner
	SPEAKER:	Tim Owen, Microsoft Certified Trainer Onsite Software Training and Quick Reference Clips since

SPEAKER OF THE MONTH



Tim Owens

Microsoft Certified Trainer
Business Skills Trainer

Join us and learn how to use Word more efficiently and effectively. Mr. Owens will share Word Shortcuts and information to help us increase our productivity, do our jobs more easily, and look like Rock Stars!