

<b>Summary</b>		
<b>1 - Job Description</b>		
Paralegal		75
Attorney		16
Legal Adm		1
No answer		1
<b>2 - Job Location</b>		
Law Firm		53
Govt Agency		24
Court Sys		1
Corporation		10
Insurance Co		1
Other		3
No answer		2
<b>3 - Practice Area</b>		
Bankruptcy		24
Blue-Sky / Securities		2
Communications		4
Contracts		28
Corporate		26
Ecommerce		2
Environmental		5
Family Law		26
Immigration		6
Insurance Law		11
Intellectual Property		8
International		2
Labor / Employment		13
Litigation		50
Medical Malpractice		12
Real Estate		12
Regulatory Practice		22
Tax		6
Trusts & Estate		6
Other		0
No answer		4
<b>4 - County Location</b>		
Beaver		1
Box Elder		0
Cache		0
Carbon		0
Davis		2
Duchesne		0
Emery		0
Garfield		0
Iron		0
Juab		0
Kane		0

Millard	1
Morgan	0
Piute	0
Rich	0
Salt Lake	76
San Juan	0
Sanpete	0
Sevier	0
Summit	1
Tooele	0
Uintah	0
Utah	4
Wasatch	0
Washington	0
Wayne	0
Weber	4
No answer	1
<b>5 - Gender</b>	
Female	80
Male	14
No answer	0
<b>6 - Work Status</b>	
Part Time	3
Full Time	89
Independant	2
No answer	0
<b>7 - No of Paralegals</b>	
00-05	59
6-10	18
11-15	7
16-20	4
21-30	2
31-40	0
41-50	0
51-60	1
61-70	1
71-80	0
80+	1
No answer	1
<b>8 - No of Attorneys</b>	
00-05	33
6-10	18
11-15	9
16-20	0
21-30	6
31-40	4
41-50	5
51-60	2
61-70	0

71-80	2
80+	12
No answer	2
<b>9 - Current Employ Time</b>	
1 yr	11
1-3 yrs	27
4-6 yrs	18
7-10 yrs	11
11-15 yrs	13
16-20 yrs	6
26-30 yrs	5
31+ yrs	1
No answer	2
<b>10 - Time as Paralegal</b>	
1 yr	5
1-5 yrs	15
6-10 yrs	21
11-15 yrs	20
16-20 yrs	11
20+ yrs	8
No answer	13
<b>11 - How Long Paralegal Employed</b>	
1 yr	2
1-5 yrs	4
6-10 yrs	3
11-15 yrs	2
16-20 yrs	2
20+ yrs	2
No answer	1
<b>12 - Minimum Education Required</b>	
No min req	30
Paralegal Cert	31
CLA/PACE	2
Some College	7
2 Yr	2
2 Yr + Cert	8
4 Yr	2
4 Yr + Cert	7
Graduate	0
No answer	5
<b>13 - Minimum Education Belief</b>	
No min req	11
Paralegal Cert	31
CLA/PACE	5
Some College	6
2 Yr	5
2 Yr + Cert	14
4 Yr	7
4 Yr + Cert	10

Graduate	0
No answer	4
<b>14 - Software Choices</b>	
Word Processing	0
Word	71
WordPerfect	63
Other WP	3
Spreadsheet	0
Excel	69
Quatro Pro	17
Other Spreadsheet	6
Database Applications	0
Access	25
DBase	3
Paradox	2
Other DBs	27
Presentation Management	0
Power Point	51
Presentations	10
Other	8
Govt Research	1
Edgar (SEC)	13
Utah.gov	59
Legal Research	0
Lexis/Nexis	48
LoisLaw	9
Westlaw	56
Other Research Tools	19
Practice Management	0
ProLaw	7
Compulaw	1
Amicus	13
Other Practice Mgt	18
Corporate Research Tools	0
Dunn&Bradstreet	10
LivEdgar	7
Other Corp Research	21
Time & Billing Packages	0
TimeSlips	20
Other Billing Software	35
Registered Agent/ Business Entity Management Software	0
NRAI	1
BizFile	1
CSC	3
ASPs (Application Services Provider)	0
CaseCentral	1
LextraNet	1
Virtual Partner	1
Trial Preparation Software	0

Sanction	8
Trial Director	4
Other	9
Practice Area Software	0
Bankruptcy	14
Estate & Trusts Mgt	4
Int Property	3
Tax	3
<b>15 - Education Level</b>	
High School	6
Some College	16
Associate's	22
Bachelor's	27
Master's	6
No answer	15
<b>16 - Paralegal Degree Earned</b>	
Yes	25
No	38
No answer	31
<b>17 - Degree or Cert in Paralegal Studies</b>	
Yes	48
No	12
No answer	34
<b>18 - Completed Certifications</b>	
CLA	8
CLAS	0
RP	0
None	66
No answer	17
<b>19 - Gross Annual Salary</b>	
\$15k-\$20k	7
\$20k-\$25k	1
\$25k-\$30k	15
\$30k-\$35k	9
\$35k-\$40k	16
\$40k-\$45k	8
\$45k-\$50k	11
\$50k-\$55k	10
\$55k-\$60k	7
\$60k-\$65k	2
\$65k-\$70k	1
\$70k-\$75k	1
\$75k-\$80k	0
\$80k +	1
No answer	3
<b>20 - Bonus Structure</b>	
Yes	43
No	49
No answer	2

<b>21 - Raise in Last 12 Months</b>		
Yes		68
No		25
No answer		1
<b>22 - Amount of raise</b>		
\$500-\$1000		24
\$1001-\$1500		13
\$1501-\$2000		9
\$2001-\$2500		7
\$2501-\$3000		2
\$3001-\$3500		0
\$3501-\$4000		0
\$4001-\$4500		1
\$4501-\$5000		0
\$5001-\$5500		0
\$5501 +		2
No answer		33
<b>23 - Percent of Raise</b>		
1-3%		41
4-6%		18
7-10%		3
Over 10%		2
No answer		29
<b>24 - Bonus in last 12 months</b>		
Yes		61
No		27
No answer		6
<b>25 - How is Bonus Determined</b>		
Success of org		23
Fixed % salary		8
Merit		15
# bill hrs		3
Income Gen		8
Yrs Service		2
No answer		30
<b>26 - Is Position Exempt</b>		
Exempt		31
Non-Exempt		52
Contract Service		0
No answer		9
<b>27 - Overtime Compensation</b>		
Money		42
Time Off		19
Both		9
No Comp		20
No answer		4
<b>28 - Hours of OT</b>		
< 10		64
10-20		16

21-30	3
31-40	3
> 40	1
No answer	7
<b>29 - Avg Work Week</b>	
< 10	1
10-20	3
21-30	2
31-40	56
> 40	29
No answer	1
<b>30 - Organization Support</b>	
Membership in the Utah Bar Paralegal Division	42
Membership in Legal Assistants Association of Utah	18
Membership in the National Association of Legal Assistants or other national professional organization	10
Utah State Bar Conferences	25
Attendance at paralegal association conferences	29
In-house professional seminars	27
Outside professional seminars	33
Committee or officer participation in professional associations	16
Advanced degree or certification programs	11
Law school attendance	4
No answer	37
<b>31 - Benefits</b>	
Paid vacation,	80
Sick time or other PTO,	69
401k or other retirement program,	70
Life Insurance,	59
Disability Insurance,	56
Medical,	81
Dental,	66
Vision,	41
Health club membership,	9
Car allowance,	1
Computer/DSL hookups,	9
Cell phone,	6
Child care,	2
Dry cleaning service,	1
Parking/transportation costs,	37
Work from home opportunities,	18
Other (please specify)	0
No answer	6
<b>32 - Vacation vs Time In Service</b>	
Yes	74
No	19
No answer	1
<b>33 - No of Paid Holidays</b>	
0-3	8
4-6	11

7-10	43
10+	29
No answer	2
<b>34 - Billable Hr Requirements</b>	
N/A	60
Under 500	1
500-1000	0
1001-1500	4
1501-2000	10
2000+	0
No answer	16
<b>35 - Billable Hr Requirement for Paralegals</b>	
N/A	24
Under 500	0
500-1000	3
1001-1500	5
1501-2000	1
2000+	0
No answer	61
<b>36 - Billing Requirement App</b>	
Expected	21
Varies	5
No answer	61
<b>37 - % of Time Billable</b>	
N/A	22
1-10	3
11-20	1
21-30	4
31-40	5
41-50	4
51-60	5
61-70	5
71-80	13
81-90	9
91-100	11
No answer	12
<b>38 - % time non billable</b>	
N/A	38
1-10	27
11-20	2
21-30	4
31-40	3
41-50	4
51-60	1
61-70	0
71-80	0
81-90	0
91-100	1
No answer	14

<b>39 - % time Administrative Tasks</b>		
N/A		23
1-10		24
11-20		12
21-30		7
31-40		6
41-50		3
51-60		0
61-70		1
71-80		1
81-90		0
91-100		1
No answer		15
<b>40 - Are Your Hrs Billed to Clients</b>		
N/A		18
Yes		53
No		13
No answer		10
<b>41 - Do Bill Rates Vary</b>		
Yes		22
No		45
No answer		26
<b>42 - Hourly Billing Rate</b>		
\$8-10		1
\$11-14		0
\$15-25		2
\$26-35		4
\$36-45		1
\$46-55		4
\$56-65		10
\$66-75		8
\$76-85		5
\$86-95		6
\$96+		9
No answer		38
<b>43 - Freelance Hourly Billing Rate</b>		
\$8-10		1
\$11-14		0
\$15-25		1
\$26-35		1
\$36-45		0
\$46-55		0
\$56-65		0
\$66-75		1
\$76-85		1
\$86-95		1
\$96+		0
No answer		85
<b>ff-Delegate Billables to 3rd Party</b>		

Always	13
Sometimes	30
Never	10
N/A	32
No answer	8
<b>gg How Many Hours Assigned to 3rd Party</b>	
1-5	32
6-10	5
11-15	1
No answer	49
<b>44 - Type of Training</b>	
Ethics,	24
Time management,	10
Standard computer applications,	40
Specialized computer applications,	35
LEXIS and/or WESTLAW,	41
Billing practices,	14
Practice area-specific training,	20
Cite checking,	9
Supervisory training,	8
Research,	18
Legal/business writing,	9
Litigation support, Other	17
N/A,	24
No answer	14
<b>45 - Interest Areas For CLE</b>	
Annual Convention-Sun Valley, ID,	21
Spring Convention (Formerly Mid-Year)	27
Fall Forum Salt Lake City,	39
Brown Bag Seminars or other half-day seminars sponsored by USBPD LAAU	52
No answer	31
<b>46 - List of Duties</b>	
<b>46a</b>	
Freq	55
Occas	19
Never	9
N/A	4
No answer	5
<b>46b</b>	
Freq	55
Occas	22
Never	7
N/A	2
No answer	6
<b>46c</b>	
Freq	15
Occas	54
Never	13
N/A	7

No answer	5
<b>46d</b>	
Freq	36
Occas	26
Never	17
N/A	9
No answer	5
<b>46e</b>	
Freq	32
Occas	28
Never	15
N/A	11
No answer	5
<b>46f</b>	
Freq	68
Occas	17
Never	2
N/A	1
No answer	5
<b>46g</b>	
Freq	28
Occas	24
Never	22
N/A	9
No answer	7
<b>46h</b>	
Freq	43
Occas	24
Never	11
N/A	6
No answer	7
<b>46i</b>	
Freq	32
Occas	29
Never	18
N/A	8
No answer	6
<b>46j</b>	
Freq	40
Occas	28
Never	11
N/A	9
No answer	5
<b>46k</b>	
Freq	49
Occas	23
Never	10
N/A	6
No answer	5

<b>46l</b>	
Freq	17
Occas	35
Never	26
N/A	9
No answer	6
<b>46m</b>	
Freq	20
Occas	51
Never	17
N/A	1
No answer	5
<b>46n</b>	
Freq	27
Occas	30
Never	21
N/A	10
No answer	6
<b>46o</b>	
Freq	14
Occas	39
Never	25
N/A	8
No answer	6
<b>46p</b>	
Freq	26
Occas	35
Never	16
N/A	7
No answer	8
<b>46q</b>	
Freq	34
Occas	28
Never	19
N/A	6
No answer	5
<b>46r</b>	
Freq	11
Occas	27
Never	38
N/A	7
No answer	7
<b>46s</b>	
Freq	9
Occas	16
Never	41
N/A	18
No answer	6
<b>46t</b>	

	Freq	4
	Occas	11
	Never	49
	N/A	23
	No answer	6
<b>46u</b>		
	Freq	31
	Occas	25
	Never	23
	N/A	6
	No answer	8
<b>46v</b>		
	Freq	9
	Occas	15
	Never	51
	N/A	11
	No answer	6
<b>46w</b>		
	Freq	19
	Occas	29
	Never	29
	N/A	6
	No answer	9
<b>46x</b>		
	Freq	11
	Occas	23
	Never	40
	N/A	13
	No answer	6
<b>46y</b>		
	Freq	3
	Occas	13
	Never	45
	N/A	26
	No answer	7
<b>46z</b>		
	Yes	69
	No	20
	No answer	5
<b>46aa</b>		
	Freq	6
	Occas	11
	Never	43
	N/A	26
	No answer	7
<b>46bb</b>		
	Freq	2
	Occas	5
	Never	47

N/A	31
No answer	8
<b>46cc</b>	
Yes	20
No	65
No answer	8
<b>46dd</b>	
N/A	14
1-10%	67
11-20%	5
21-30%	1
31-40%	0
41-50%	1
51-60%	0
61-70%	0
71-80%	0
81-90%	0
91-100%	0
No answer	6
<b>46ee</b>	
Yes	21
No	56
No answer	17
<b>46ff</b>	
Freq	0
Occas	0
Never	0
N/A	0
No answer	94
<b>46gg</b>	
Freq	0
Occas	0
Never	0
N/A	0
No answer	94





4  
4  
3  
2  
2  
2  
77