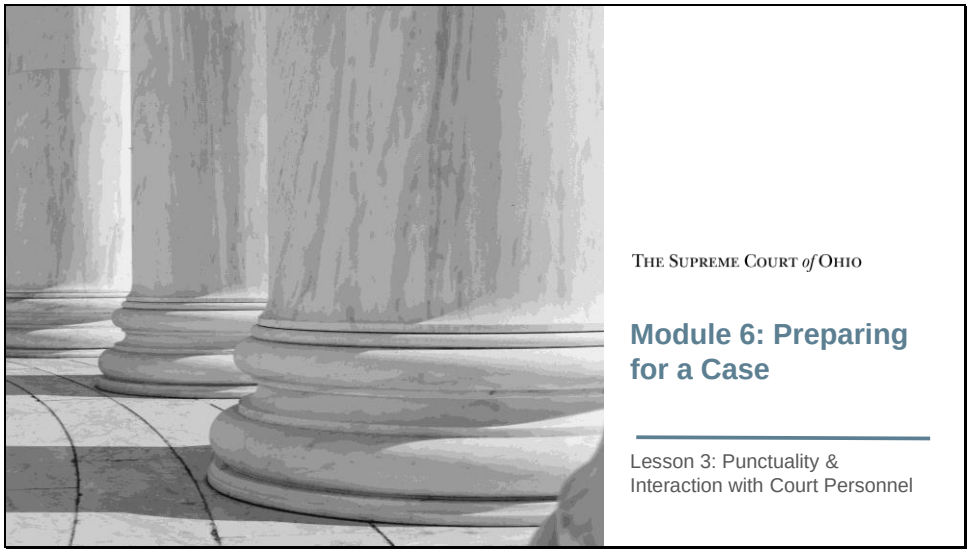
Slide 1


The Supreme Court of Ohio
Module 6: Preparing for a Case
Lesson 3: Punctuality & Interaction with Court Personnel

Slide 2

Being Punctual

- Why is punctuality important in court work?
- Why should I care?
- Make it a habit.

Slide 3

Prioritizing

- Your scheduled time
- Your arrival time
- Your checklist

Slide 4

Building a Professional Relationship

- Determine what they need from you
- Ask questions
- Clarify your role
- Be respectful to everyone