**AALA – When the Client Walks Through the Door**

**October 8, 2016, 10:15-11:45 a.m. CT**

**“Preparing for Depositions”**

Presented by

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**Authority You Must Know Before Taking Your First Deposition (Attached)**

1. Multnomah County Deposition Guidelines
2. Multnomah County Civil Motion Panel Statement of Consensus
3. ORCP 36-39, 46
4. Evidence Code 400’s - 800’s

**Outline of Presentation**

1. **Preparation for Taking a Deposition**
2. Preparation
3. Goals Identification
4. Review documents/Discovery
5. Prepare Your Big Questions
6. Know Your Case
7. Prepare Exhibits (triplicate)
8. Court reporter
9. Videotaping?
10. Perpetuated Deposition, timely notice
11. **Preparation for Defending a Deposition**
12. How to act – Stylistic differences – Use your style
13. Review documents in discovery
14. Flag anything and prepare witness
15. Meet with client/prepare
16. Instill confidence in client/witness
17. Explain rules of deposition to witness
18. Use of practice questions, videos, consultants – to prepare
19. Various Objections – form, asked and answered, vague, privileged, compound, confusing, incomplete hypothetical, argumentative, assumes facts not in evidence, lack of foundation.
20. Speaking Objections/Coaching – outlawed
21. Be Prepared to Call Presiding if You Have A Disagreement

*(continued on next page)*

**Other Tools That May Help (Attached)**

1. Sample Outline of Questions
2. Deposition Preparation Letter to Client
1. Originally prepared by Tom D’Amore (D’Amore Law Group) and Anne Foster for MBA – Young Lawyers Section. [↑](#footnote-ref-1)