

***The Administrator's Advantage*** is a bi-monthly newsletter publication of the Greater Chicago Chapter of the Association of Legal Administrators. Each issue has a theme which determines the content of the featured articles. Submission of articles should be theme-related and educational. Please review the listing below for the details. Articles can be forwarded to the newsletter editor, Susan Burdett at [Susancburdett@outlook.com](mailto:Susancburdett@outlook.com).

The newsletter committee retains the right to determine the issue in which to print submitted articles, to edit and/or to reject articles that are submitted.

<b>Date of Issue:</b>	<b>Theme:</b>	<b>Submission Deadline:</b>
January / February	Marketing	January 25
March / April	Legal Industry	March 25
May / June	Annual National Conference	May 24 *
July / August	Technology	July 21
September / October	Finance	September 22
November / December	Human Resources	November 24

\*Note: The deadline may be extended for the conference issue depending on the conference dates.