

LEVERAGING AI TO SUPERCHARGE YOUR LAW PRACTICE

For Beginners



Contra Costa County Bar Association MCLE Spectacular 2025
Presenter Michael Pierson, Esq.

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Hello,

I'm Michael Pierson, Esq.

Attorney, Entrepreneur, AI Consultant

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Partner at Key Counsel P.C., specializing in probate, trusts, business, civil litigation, guardianship, and conservatorship cases. A dedicated member of the Contra Costa County Bar Association Board of Directors for many years. Previously served as a law professor at John F. Kennedy School of Law.

Graduate of UC Berkeley and JFKU School of Law. UC Berkeley Extension Certificate in Generative AI for the Legal Profession. M.I.T. University Candidate for Certificate in Designing and Building AI Products and Services.





Today's Agenda

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- Understanding AI's Role in Law
- Essential Ethical Considerations
- Practical Applications & Sample Prompts
- Best Practices for Implementation
- Common Pitfalls
- Future Developments
- Q&A



What is AI?

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Artificial Intelligence (AI) refers to machines or software mimicking human intelligence.

Examples include:

- Chatbots like ChatGPT, Siri, Co-Pilot
- Legal research automation
- Predictive analytics for case outcomes

LLM's or Large Language Model are an advanced AI system trained on vast amounts of text data to understand, generate, and respond to human language in a natural way



Understanding AI's Role for Attorneys

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WHAT AI CAN DO

- Draft documents
- Analyze & review documents
- Assist with Research
- Create & respond to correspondences
- Client communication drafts
- Legal analysis

BE A TOOL

WHAT AI CANNOT DO

- Replace attorney judgment
- Provide direct legal advice
- Guarantee accuracy
- Access most current case law
- Create binding documents without review
- Legal tasks without oversight

NOT BE A REPLACEMENT

Essential Ethical Considerations

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ATTORNEY'S KEY ETHICAL DUTIES

ABA Rule 1.1: Competence

ABA Rule 1.6: Confidentiality of Information

CA St Bar Rule 5.1 Responsibilities of Managerial and Supervisory Lawyers

CA St Bar Rule 5.3 Responsibilities Regarding Nonlawyer Assistants



Essential Ethical Considerations

BEST PRACTICES

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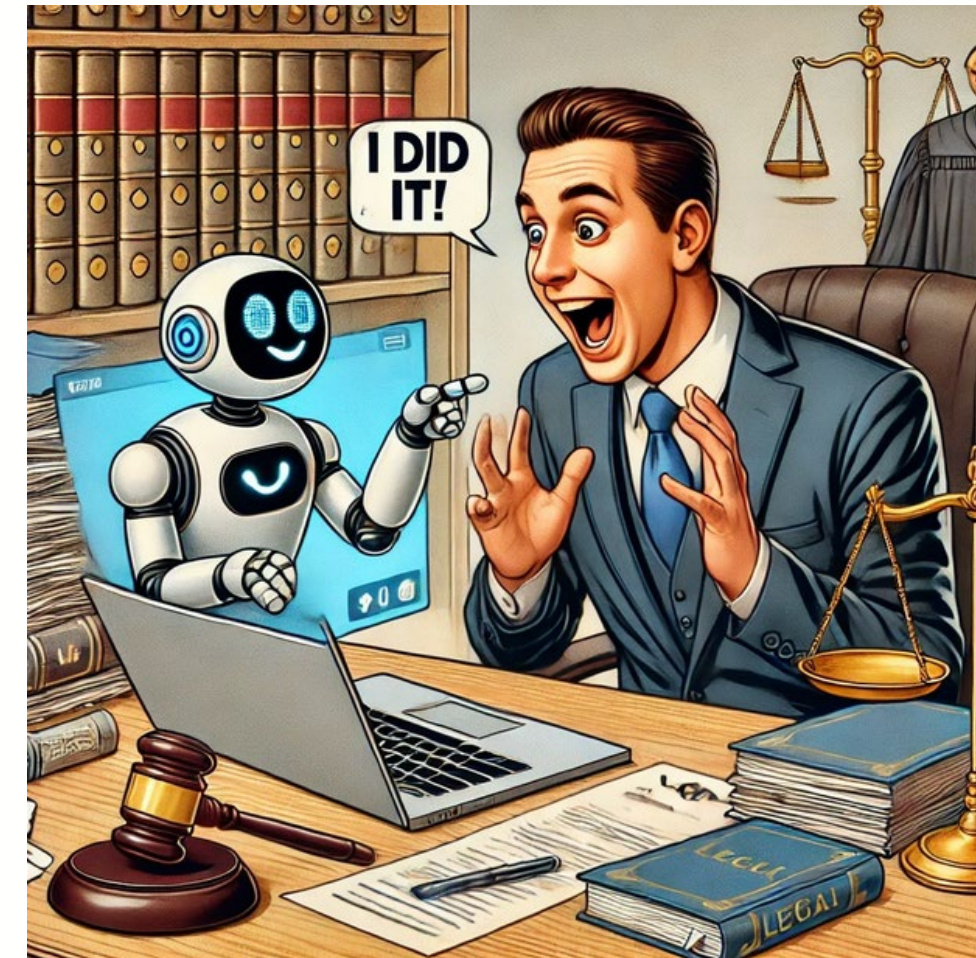
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- Never input confidential information
- Always verify AI -generated content
- Double check case cites
- Document your AI use
- Inform clients when appropriate
- Use secure, legal -specific tools
- Always review the privacy policy of the AI platform or tool that you are using
- Take the time to learn how to use your AI Tool



Practical

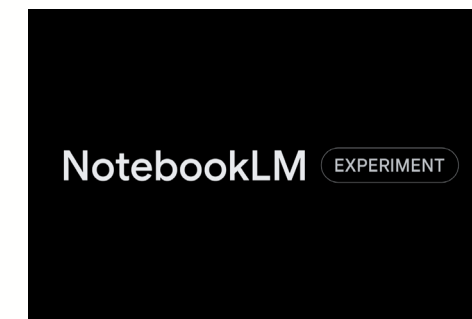
Popular AI Tools Applications

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ChatGPT (Openai.com)



Claude (Claude.ai)



Notebook LM (notebooklm.google)

Copilot (microsoft.com/microsoft-365/copilot)

Gemini (gemini.google.com)



Special Mention: Apple Intelligence & Copilot



Document Analysis - (PROMPT)

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“You are an experienced contracts attorney with expertise in California commercial lease agreements. Please analyze this commercial lease for a retail space in San Francisco, focusing on:

1. Terms that could disadvantage my tenant client
2. Missing or inadequate protections common in post-COVID retail leases
3. Compliance with California commercial tenant rights
4. Force majeure and business interruption provisions
5. Assignment and subletting restrictions
6. Common area maintenance calculations

Present your analysis in a structured format with specific recommendations for negotiation points.”

Legal Research - (PROMPT)

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“You are a seasoned appellate attorney. I'm researching for an appeal in the 9th Circuit regarding the intersection of CCPA privacy requirements and First Amendment commercial speech.

Please help me:

1. Identify key Supreme Court and 9th Circuit precedents
2. Structure arguments for compelling government interest test
3. Find potential circuit splits to leverage
4. Develop counter-arguments to opposition positions
5. Suggest relevant legislative history
6. Format as appellate research outline

Focus particularly on cases from the last 20 years involving data privacy and commercial speech restrictions.”

Document Drafting - (PROMPT)

“You are an employment law specialist drafting a severance agreement. My client is a California technology company terminating a senior sales executive who has raised informal complaints about age discrimination but hasn't filed charges.

Help me draft a severance agreement that:

1. Includes robust non-disparagement and confidentiality
2. Complies with California non-compete restrictions
3. Addresses equity compensation and commission tails
4. Includes appropriate ADEA/ OWBPA provisions
5. Incorporates government agency cooperation carve-outs
6. Uses clear, enforceable language

Present in modern plain language while maintaining legal effectiveness.”

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Client Communication - (PROMPT)

“You are a litigation attorney who excels at client communication. I need to explain to a small business client why they should consider arbitration instead of litigation for contract disputes.

Draft an email that:

1. Explains arbitration vs. litigation in business terms
2. Uses concrete industry examples
3. Addresses cost and time comparisons
4. Explains confidentiality implications
5. Discusses enforceability considerations
6. Includes appropriate disclaimers

The client is sophisticated in business but has limited legal experience. They're particularly concerned about costs and timeline.”

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Discovery - (PROMPT)

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“You are an experienced litigation paralegal assisting with discovery in a complex commercial dispute. Review these requests for production and:

1. Flag overbroad or unduly burdensome requests
2. Draft specific objections (privilege, relevance, proportionality)
3. Create targeted custodian and data source list
4. Suggest narrowing language for broad requests
5. Draft meet-and-confer agenda
6. Create document collection checklist

Format your response as a detailed discovery response strategy memo.”

Motion Practice - (PROMPT)

“You are a civil litigation attorney with expertise in California civil procedure. Help me outline a motion for summary judgment in a breach of contract case where:

1. Contract interpretation is purely legal
2. All key communications are documented
3. Statute of limitations may be an issue
4. No material facts in dispute

Please:

1. Structure key legal arguments
2. Identify necessary evidence and declarations
3. Anticipate opposition arguments
4. Suggest key cases
5. Draft notice of motion
6. Create separate statement outline Format as detailed motion outline with citation placeholders.”

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Tips for Better PROMPTS

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1. Start With Role Definition

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2. Specify Format and Deliverable

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3. Include Critical Context

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4. Use Precise Legal Parameters

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5. Build in Quality Checks

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6. Add Strategic Elements

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7. Break Complex Tasks into Steps

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8. Set Clear Boundaries

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9. Request Specific Deliverables

10. Always Include Review Points



Remember: The more specific and structured your prompt, the more useful the response will be for your legal practice.

The Near Future

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Automated Chat
Agents



Q & A

Contact Details

Michael Pierson, Esq.
Key Counsel, P.C.

Phone : *(925) 238 -0444*

Email : *mike@keycounselpc.com*



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REFERENCES & SOURCES for
 SUPERCHARGE YOUR LAW PRACTICE WITH AI FOR BEGINNERS

California State Bar practical guidance for the use of generative artificial intelligence in the practice of law	www.calbar.ca.gov/Portals/0/documents/ethics/Generative-AI-Practical-Guidance.pdf
ABA Formal Opinion 512 July 29, 2024 Generative Artificial Intelligence Tools	https://www.americanbar.org/content/dam/aba/administrative/professional_responsibility/ethics-opinions/aba-formal-opinion-512.pdf
ABA Rule 1.1 Competence	https://www.americanbar.org/groups/professional_responsibility/publications/model_rules_of_professional_conduct/rule_1_1_competence/
ABA Rule 1.6: Confidentiality of Information	https://www.americanbar.org/groups/professional_responsibility/publications/model_rules_of_professional_conduct/rule_1_6_confidentiality_of_information/
California State Bar Rule 5.1 Responsibilities of Managerial and Supervisory Lawyers	https://www.calbar.ca.gov/Portals/0/documents/rules/Rule_5.1-Exec_Summary-Redline.pdf
California State Bar Rule 5.3 Responsibilities Regarding Nonlawyer Assistants	https://www.calbar.ca.gov/Portals/0/documents/rules/Rule_5.3-Exec_Summary-Redline.pdf
ChatGPT	https://Openai.com
OpenAI (ChatGPT) Privacy Policy	https://openai.com/policies/row-privacy-policy/
New York lawyers sanctioned for using fake ChatGPT cases in legal brief	https://www.reuters.com/legal/new-york-lawyers-sanctioned-using-fake-chatgpt-cases-legal-brief-2023-06-22/
A Prompt Pattern Catalog to Enhance Prompt Engineering with ChatGPT	https://arxiv.org/pdf/2302.11382