

ALA CLM

Certified Legal Manager

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Question: 1

During a 2026 sustainability audit, a law firm's operations team conflicts over ESG integration into client contracts, delaying compliance. Using Lewin's three-stage change model, the CLM unfreezes norms by highlighting regulatory penalties. Which advanced technique should follow to facilitate movement toward new contract templates incorporating carbon footprint disclosures?

- A. Role-playing simulations to practice ESG clause negotiations
- B. Force-field analysis to amplify driving forces like client demands
- C. Benchmarking against peer firms' ESG adoption rates
- D. Communication cascades via town halls on green law trends

Answer: B

Explanation:

Force-field analysis in Lewin's movement stage identifies and strengthens enablers while weakening barriers, effectively driving ESG adoption in legal operations by quantifying benefits like enhanced client retention in 2026's eco-conscious market.

Question: 2

During 2026 cyber-physical security audits, vulnerabilities in access controls for high-security file rooms are flagged. The manager must enhance procedures with biometric integrations. Which technique balances security and usability for legal staff?

- A. Outsource security patrols, accepting variable response times for cost efficiency.
- B. Add keyed deadbolts and staff training on manual locks for low-tech reliability.
- C. Install CCTV only, deferring access upgrades to monitor unauthorized entries passively.
- D. Deploy multi-factor biometrics linked to FM access logs for audit trails and anomaly detection.

Answer: D

Explanation:

Multi-factor biometrics with FM logs create auditable trails and detect anomalies in realtime, meeting 2026 standards while allowing quick staff access, reduces breach risks by 60%, and integrates with existing systems for efficient facilities management.

Question: 3

The firm uses LIFO for inventory (forms). Layer added 2026: 10,000 units @ \$3.20. Liquidation 8,000 units. COGS:

- A. \$28,000
- B. \$25,600
- C. \$32,000
- D. \$35,200

Answer: B

Explanation:

LIFO assumes newest costs; but with liquidation, oldest layer used if prior exists; here new layer partial.

Question: 4

A law firm is implementing a new diversity initiative. What should be the primary focus during the initial rollout phase?

- A. Evaluating the effectiveness of the initiative immediately
- B. Ensuring clear communication and buy-in from all employees
- C. Keeping the initiative confidential until fully developed
- D. Allocating the largest budget possible

Answer: B

Explanation:

Ensuring clear communication and buy-in from all employees is crucial during the initial rollout phase, as it fosters support and engagement with the initiative.

Question: 5

When negotiating a lease agreement, which of the following clauses is most important to include to protect the firm from unexpected costs?

- A. Security deposit requirements
- B. Rent escalation
- C. Termination rights
- D. Maintenance responsibilities

Answer: D

Explanation:

Including a clear maintenance responsibilities clause in the lease agreement is crucial to protect the firm from unexpected costs associated with repairs and maintenance, ensuring that both parties understand their obligations.

Question: 6

A returning service member who deployed for 18 months applies for their prior senior associate position under USERR

A. The firm eliminated the position during a 2024 restructuring but created a new "Of Counsel" role with identical duties. The CLM reviews 38 U.S.C. § 4313. What is the firm's reemployment obligation?

- A. Offer the Of Counsel position with seniority-based salary step from deployment date
- B. Escalate to escalator principle using pre-deployment promotion trajectory
- C. Reemploy in any position of similar status regardless of business changes
- D. Provide the next available senior associate opening within 90 days

Answer: B

Explanation:

USERRA's escalator principle (20 CFR § 1002.191) requires placement in the position the employee would have attained with reasonable certainty absent service, making escalation to escalator principle using pre-deployment promotion trajectory the correct obligation when the original position no longer exists.

Question: 7

If a firm's total liabilities are \$500,000 and its total assets are \$1,500,000, what is the firm's debt ratio?

- A. 0.25
- B. 0.33
- C. 0.50
- D. 0.75

Answer: B

Explanation:

The debt ratio is calculated as Total Liabilities / Total Assets. Thus, $\text{Debt Ratio} = \frac{500,000}{1,500,000} = 0.33$.

Question: 8

A law firm is considering using 360-degree feedback for performance evaluations. What is a key benefit of this method?

- A. It focuses solely on managerial feedback
- B. It reduces the need for self-assessment
- C. It simplifies the evaluation process
- D. It provides a comprehensive view of employee performance

Answer: D

Explanation:

360-degree feedback provides a comprehensive view of employee performance by incorporating input from various sources, including peers, subordinates, and supervisors, leading to more balanced evaluations.

Question: 9

A legal aid nonprofit navigates donor funding cuts in 2026, sparking internal prioritization conflicts. Applying nudge theory in change management, the CLM designs choice architecture. Which default setting aids resource reallocation?

- A. Auto-enrollment in impact-tracking dashboards
- B. Simplified menus for program vs. admin splits
- C. Salience boosts on high-ROI case studies
- D. Feedback loops with donor sentiment polls

Answer: B

Explanation:

Nudge's simplification reduces overload; menu designs guide fair splits, easing conflicts by clarifying trade-offs in constrained nonprofit environments.

Question: 10

A legal manager needs to determine the cost of goods sold (COGS) for a specific case. Which formula should be used to calculate COGS?

- A. Ending inventory + Purchases - Beginning inventory
- B. Beginning inventory - Purchases + Ending inventory
- C. Purchases - Beginning inventory + Ending inventory
- D. Beginning inventory + Purchases - Ending inventory

Answer: D

Explanation:

The correct formula for calculating COGS is: $COGS = \text{Beginning inventory} + \text{Purchases} - \text{Ending inventory}$.

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