

KENNESAW STATE UNIVERSITY
DEPARTMENT OF SOCIOLOGY AND CRIMINAL JUSTICE
CRJU 3340/01 LEGAL ANALYSIS
CRN: 81660
Fall 2012
Fri.: 2:00 p.m.-4:45 p.m.
Social Science Bldg. Room 3025
Course Syllabus

PROFESSOR: Dr. Christopher Totten, J.D., LL.M.
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appointment

COURSE DESCRIPTION:

This course involves students in the processes of reasoning objectively and arguing persuasively within a socio-legal framework. Set against a background of formal and informal logic that guides reasoning in general, the course is primarily concerned with the reasoning underlying the construction of legal arguments from judicial, legislative, and scholarly points of view. Theoretical analyses is illustrated by investigating and writing about the law, with an emphasis on topics related to crime.

COURSE PREREQUISITES

CRJU 1101

COURSE OBJECTIVES:

By the end of the course, students should be able to:

- 1) describe the process of legal reasoning and its three distinct, yet inter-related components of inductive reasoning, deductive reasoning, and analogical reasoning;
- 2) explain the common law tradition, statutory interpretation, and constitutional criminal decision-making;
- 3) critically discuss and write about the assumptions and operating principles of the law;
- 4) explain orally and in writing the influence of crime and justice on the American legal system;
- 5) compare and contrast various theories on the operation of law and show the strengths and weaknesses of each;
- 6) complete tasks in basic electronic legal research insofar as finding, reading, and briefing a case; finding, interpreting, and applying statutes and administrative regulations; analyzing and synthesizing controlling authorities in a logical manner; and writing such analyses in a clear and appropriate manner; and
- 7) decipher and complete tasks related to the fundamental forms of legal and social scientific citation and know how to cite basic sources correctly.

REQUIRED TEXTS:

Richard K. Neumann, Jr., *Legal Reasoning and Legal Writing: Structure, Strategy and Style*, (Aspen Publishers; Sixth Edition)

Amy E. Sloan, *Basic Legal Research: Tools and Strategies* (Aspen Publishers; Fourth Edition).

COURSE REQUIREMENTS AND FORMAT:

1) Attendance and Class Participation - All students are expected to come to each class prepared to discuss the assigned readings and participate in class exercises, both in small groups and with the entire class. Some of these readings and exercises, which address legal analysis and research skills, may be designed by the professor and completion of these exercises is a required component of class participation. While some of the work for a particular exercise may, on occasion, have to be completed outside of class, students are required to be in attendance during the class session when the exercise is distributed by the professor in order to receive credit for that exercise. In each class, any student can expect to be called upon to lead the discussion on one or more of the readings/ exercises, and to answer questions posed by the instructor and other students. Class participation will count toward 20% of the final grade in the class. **For this reason, attendance is mandatory.** In addition, attendance and participation enhances learning, including active classroom learning. This means that when you are absent and/ or fail to participate, you are affecting adversely the learning of others. Only two unexcused absences will be tolerated. Exceeding the maximum number of unexcused absences (i.e., three or more) may result in a student receiving a failing grade in the course or in an increase in course responsibilities in addition to those set forth in this syllabus (i.e., a substantial research paper or similar assignment). Failure to complete these additional assignments / responsibilities will result in a determination that the particular student is not in compliance with the course attendance and participation policy, and thus not eligible for any course credit related to this component of the final grade. Students are warned that the quantity of class participation is not determinative of a student's ability to earn credit for class participation; rather, the *quality* of participation is also taken into account. Examples of "quality," or "meaningful," class participation include but are not limited to: (1) actively and frequently participating in class discussions as well as small group and classroom exercises; (2) being prepared for class; (3) keeping informed of news and events in criminal justice and the law and sharing this news with the class; and (4) discussing all assigned readings each class session. In this regard, you are expected to attend every scheduled class, to arrive on time, and to remain for the entire class period. **It is a disruption to the instructor and the class when you are late (or when you leave early).** Arriving to class late or leaving the class early constitutes an absence for that day for purposes of the attendance and participation policy.

2) Readings Assignments - Unless otherwise specifically assigned, reading assignments are taken from the texts specified above. The assignments listed for each class are those readings which a student must complete *before* the class in order to be prepared for class that week. Not all of the assigned readings will be discussed in class; however, all assigned readings will be covered on exams and other course assignments.

3) Exams/ Quizzes – There will be two (2) exams/ quizzes primarily testing knowledge of resources and strategies related to legal research as well as legal citation. Students will receive

notice of these exams one (1) week prior to their administration. These exams are worth 20% of the final grade in the class (i.e., each exam is worth 10% of the final grade).

4) Research Assignments / Exercises - Throughout the semester, a series of assignments or exercises will be assigned from Sloan's research workbook and/or from electronic research exercises designed by the professor. These assignments require the student to use electronic sources to answer questions that reinforce research and legal reasoning/analysis skills. The successful completion of these research assignments / exercises will count towards the attendance and participation grade for the course.

5) Formal Writing Assignments - Students will prepare three (3) formal writing assignments as follows:

(a) Case Briefing Exercises and Oral Presentation of Brief– Two (2) case-briefing exercises require students to analyze a case and summarize the salient points within using two to three pages of text (double-spaced). Each written case brief will count towards 10% of the final grade in the course. In addition, students will present one (1) of these briefs orally to the entire class. The oral presentation of the one brief counts towards 10% of the course grade.

(b) Legal Memorandum/ Comprehensive Term paper – This paper requires students to investigate a legal question using electronic research tools and then write an objective, predictive memo in response to the question posed. It will focus on the analysis and synthesis of case law together with statutory and/ or administrative law, with a particular emphasis on criminal justice topics. It is anticipated that these memoranda will be between five (5) and seven (7) typed or word-processed pages (double-spaced) in length. The legal memorandum will count towards 30% of the final grade in the course. Importantly, the term papers require students to integrate social scientific scholarly research into their legal arguments.

REQUIREMENTS FOR WRITTEN SUBMISSIONS IN THE COURSE:

All written submissions in this course must conform to the *ALWD* Citation Manual. Papers not conforming to this Manual will *not* be accepted. Moreover, as described in more detail in the next section of this syllabus, failure to abide by rules set forth in the Citation Manual will result in a penalty being assessed to the submitting student's grade.

****Special Note****: All written and oral submissions in this course must conform to the directions related to formatting and content provided in this syllabus, and to directions given by the professor in class. In addition, **a rubric** will be provided in advance of the submission deadline for the oral presentation and term paper. The rubric will inform the student of the grading criteria to be used for the assignment. Students should consult the rubric for additional requirements related to the particular assignment.

GRADING:

1) Class Participation – **20% of final grade**. See #1 above under the preceding section of this syllabus entitled “**COURSE REQUIREMENTS AND FORMAT**” for more information related to this grading component.

2) Quizzes/Exams – Each of the two quizzes/ exams is worth 10% of the final grade (**20% total of final grade**). The quizzes will be administered at the beginning of class. As such, if you are late or absent, **the quiz cannot be made up**. Be sure to bring a #2 pencil to class on quiz days.

Quizzes / exams will cover material combined from **required readings, classroom lectures, and classroom discussions**. I do not cover all the material in your required readings and as such, you are responsible for your own reading. Furthermore, the lecture and class discussions include material not in your required reading, thus, your attendance and participation is of utmost importance.

3) **Writing Assignments** – The legal memorandum / comprehensive term paper will be graded on a hundred (100) point scale using the following criteria:

(a) Technical Form: Up to ten (10) points will be awarded for form of the paper. Form includes compliance with: any directions presented in this syllabus regarding line spacing, page limitations, etc., *and the directions given in class by the instructor regarding the formatting of memoranda and term papers*.

(b) Citation Style: Up to twenty (20) points will be awarded for appropriate citation form in accordance with the requirements of ALWD.

(c) Writing Style: Up to ten (10) points will be awarded for the writing style and physical presentation of the paper. Technical merit includes the use of proper grammar, spelling, sentence structure, etc. Note that *each* mistake in a paper that violates any of the rules governing writing style will result in a loss of points in this category of assessment.

(d) Organization: Up to twenty (20) points will be awarded for the organization of the paper. Organization includes the clarity of the construction of the arguments; the logical presentation of arguments and sources; etc.

(e) Content: Up to forty (40) points will be awarded for the content of the paper with respect to the thoroughness and quality of the analyses contained therein. Zero points may be awarded in any of the categories of assessment when work demonstrates a lack of effort or is otherwise unsatisfactory. *Late submissions will not be accepted unless an extension was granted by the instructor in advance of the due date. Any student submitting a late paper will receive a grade of zero. Failure to submit any essay, however, may result in a student receiving a failing grade in the class.*

The Legal Memorandum/ Comprehensive Term Paper is worth 30% of the final course grade. The two Case Briefing Exercises are each worth 10% of the final course grade (20% total).

4) **The Oral Presentation** of one case briefing exercise is worth **10% of the final grade**.

5) Final Course Grades - While statistical methods will be used to determine the final grade distribution, final grades will roughly follow these descriptions:

A: Outstanding, Superior. Written work is presented using standard English and demonstrates a mastery of the subject matter for the college level. Meets all course expectations promptly. Shows clear grasp of concepts and demonstrates ability to synthesize materials from both inside and outside the classroom. Participates regularly and enthusiastically in classroom.

B: Very good. Clearly above average. Written work is presented using standard English with

only a few minor flaws and demonstrates proficiency in the subject matter for the college level. Meets course expectations promptly. Shows an adequate grasp of concepts and demonstrates ability to relate materials from both inside and outside the classroom. Participates regularly and enthusiastically in classroom.

C: Good. Average. Directions followed. Student met minimal expectations for the course. Written work is presented using standard English with minor flaws too numerous to be overlooked. Student shows a reasonable grasp of the subject matter for the college level and demonstrates a reasonable ability to process materials from both inside and outside the classroom. Participates in classroom.

D: Below expectations. Below that which one would normally expect from a student at this level of a college career. Writing is marred by major mechanical problems. Exam performance fails to demonstrate a reasonable grasp of the material for the college level. Student fails to participate appropriately in class.

F: Unacceptable. Written work consistently falls below college level. Student fails to report to the Writing Center or other appropriate help. Student is consistently late in meeting course expectations. Shows little or no grasp of concepts and is unable to process or relate materials from inside and outside the classroom. Student fails to participate appropriately in class. Alternatively, regardless of the quality of a student's work, this grade may be assigned for failure to comply with the attendance policy for the course.

Grading Scale (Number to Letter Conversion):

The following grade distribution is guaranteed:

- A (90-100%)
- B (80-89%)
- C (70-79%)
- D (60-69%)
- F (59% and below)

A Note about Incompletes:

The grade of "I" denotes an incomplete grade for the course and may be given **ONLY** when the student has done satisfactory work up to the last two weeks of the semester, but for *nonacademic reasons beyond his/her control*, is unable to meet the full requirements of the course.

A Note about the Exams:

Students who are compelled to be absent from an examination because of *illness or other imperative reason* need to contact the instructor **PRIOR** to exam day (preferably by email). This request **requires prior approval** and should be made to the instructor as soon as it is known that the student will be compelled to be absent on an exam day.

WRITING ASSISTANCE

The Writing Center is a free service available to all members of the university community, not just those in English classes. The center provides personal attention and learning assistance through one-to-one conferences with faculty or student tutors. Tutors assist in all aspects of writing and editing one's writing. Please contact them for more information:

Humanities Building 242
770-423-6380

You can also go to their website at <http://www.kennesaw.edu/english/WritingCenter/> and click on the “Make an Appointment” link.

DISABILITY SERVICES

Support services, program accessibility and reasonable accommodations are available to persons with documented disabilities through Disabled Student Support Services. The student must visit this office to begin the process for accessing services and assistance. Please contact them for more information:

Carmichael Student Center Addition, Second Floor, Suite 267, Telephone: 770-423-6443

Any student with a documented disability needing academic adjustments must notify the instructor as soon as possible. Verification from KSU Disabled Student Support Services is required. All discussions will remain confidential.

COUNSELING AND ADVISING PROGRAM SERVICES (CAPS)

CAPS supports academic programs by offering a variety of programs for students to enrich personal development and to assist academic success and provides year-round counseling, advising, and testing services. CAPS is a comprehensive service center where students obtain assistance with educational, career, and personal concerns from a trained staff of counselors, advisors, and other specialists. Please contact them for more information:

Kennesaw Hall, 2nd Floor
770-423-6600

INFORMATION TECHNOLOGY SERVICES (ITS)

Student Help Desk:

Phone: 770-499-3555

Email: studenthelpdesk@kennesaw.edu

Website: its.kennesaw.edu/students.htm

ITS Computer Lab (includes “walk-in” help desk with extended hours)

Location: BB475

Phone: 770-423-6110

Hours: See Website --- <http://its.kennesaw.edu/labs/index.htm>

CLASSROOM ACTIVITIES / METHODS:

Media Requirements: A video (s) related to course topics will be presented during the semester. Information presented through this format may appear on an exam.

“Special Topics” Days: There will be at least one “special topic” day during the course of

the semester. This day(s) will include targeted readings and classroom discussions on topics such as international criminal justice and/ or comparative criminal justice. This material may appear on an exam.

Instructional Methods: Lectures and demonstrations, classroom discussions and critiques, question and answer sessions, small group work, handouts, presentations, and written and oral assignments will assist in the critical analysis of different theories, ideas, principles and processes.

Completing these invaluable learning opportunities will help aid in your learning, retaining information and completing the course goals.

The Last Day to withdraw from class without academic penalty is October 12th (please consult Registrar for official policy in this regard)

ACADEMIC HONESTY:

Every KSU student is responsible for upholding the provisions of the Student Code of Conduct, as published in the Undergraduate and Graduate Catalogs. Section II of the Student Code of Conduct addresses the University's policy on academic honesty, including provisions regarding plagiarism and cheating, unauthorized access to University materials, misrepresentation/falsification of University records or academic work, malicious removal, retention, or destruction of library materials, malicious/intentional misuse of computer facilities and/or services, and misuse of student identification cards. Incidents of alleged academic misconduct will be handled through the established procedures of the University Judiciary Program, which includes either an "informal" resolution by a faculty member, resulting in grade adjustment, or a formal hearing procedure, which may subject a student to the Code of Conduct's minimum one semester suspension requirement.

CLASSROOM NORMS AND POLICIES

Policies or practices are not solely related to the student. I, too, have many responsibilities. With respect to your time, money and education, we will begin the class promptly. I will be prepared with class information, lecture material, class activities, and references to share and discuss. I will provide regular feedback and evaluation regarding class standing through varied assessment procedures (e.g., tests, quizzes, writing, in-class activities, etc.). I am available outside of the classroom by appointment and during office hours. Please feel free to discuss any aspect of the class with me.

It is the purpose of the University to provide a campus environment that encourages academic accomplishment, personal growth, and a spirit of understanding and cooperation. Belligerent, abusive, profane, threatening and/or inappropriate behavior on the part of students is a violation of the Kennesaw State University Student Code of Conduct. Inappropriate behavior shall result, minimally, in a request to leave the class.

Please turn off all cellular phones, pagers, etc., before entering the classroom. Ringing beepers

and telephones constitute a disruption of class, a violation of the University's student Code of Conduct. If it is necessary to answer a call, the student should exit the classroom to take the call. The use of cell phones during testing is strictly prohibited.

The use of musical devices (CD Players, MP3 Players, etc.) is not permitted during class.

Use of tape recorders, other types of recorders and/ or cameras are not permitted during lectures except by permission of the instructor.

Please refrain from sending/receiving text messages, email messages or any other forms of communication during class. ****Note****: **LAPTOP COMPUTERS MAY BE USED IN THE CLASSROOM FOR COURSE-RELATED PURPOSES ONLY. LAPTOP COMPUTERS MAY NOT BE USED DURING THE ADMINISTRATION OF COURSE EXAMS. THE USE OF LAPTOPS OR SIMILAR DEVICES TO ACCESS THE INTERNET OR ELECTRONIC MAIL DURING CLASS IS GENERALLY PROHIBITED.**

There will be no make-up exams or late papers in absence of a bona fide/verified emergency.

For course papers, print out a copy of the paper with enough time BEFORE the deadline in the event a technological problem arises with the printer or other computer hardware / software. Technology problems are NOT an excuse for late papers. Also, students should **not** save their work to KSU computers. Rather, save it to a flash drive or send it to an email account. Having a KSU computer crash or having work erased or corrupted if it is saved on a KSU lab or classroom computer is not an acceptable excuse for late or missing papers, and other assignments.

Check the WebCT/ Vista regularly throughout the semester for announcements/material.

Opinions, counterpoints and contributions of other class members will be respected at all times. Respect and courtesy will be shown by actively listening when others are speaking and by refraining from "chit chatting" on the side. Please refrain from dominating class discussions by giving everyone a chance to speak and by raising your hand.

Inappropriate and/or offensive comments based on sex, color, religion, etc., will not be tolerated.

On exam days, no permission to leave the room will be granted once the exam begins.

Please do not arrive to class late or leave class early as this is a disruption to the entire class, peers and instructor.

Please do not rumble/move your backpacks, papers, etc., before class is dismissed as this constitutes a disruption to the learning environment. Your instructor knows the time and will dismiss you accordingly.

Dress Code: Since students are preparing for life in the working world, appropriate dress is expected. "Business Casual" attire is expected. Except for religious headwear, hats or other head coverings as well as sunglasses are prohibited. Students should dress as if they were in

the workplace. While this does not require “coat and tie” or similar wardrobe, it should be borne in mind that campus is a place of learning, not a recreational area.

YOU are responsible for your own learning and for your own reading. YOU are responsible for asking questions if you do not understand the information presented.

COURSE SCHEDULE:

The following is an OUTLINE of the materials we may cover. We may vary from this schedule depending upon the time the class and/or the instructor feel we need to spend on any topic. Therefore, use this schedule with the caveat that assignments may be changed by the instructor in any given class session.

Week 1: READING AND BRIEFING JUDICIAL OPINIONS/ EXTRACTING CASE RULES

Introduction to the Course

Read Neumann, Sections 4.1 and 4.2, including the Costanza case

In class, students will work in groups to brief the Costanza case. Students should be prepared to discuss the content decisions they made.

Week II: LEGAL ANALYSIS – USING LEGAL RULES TO DEFINE ISSUES AND MAKE PREDICTIONS/ DEDUCTIVE REASONING AND THE IRAC FORMAT FOR LEGAL ANALYSIS (THE LEGAL SYLLOGISM)

Read (1) Neumann, Chapter II; (2) Handout, “Working with Rules, Defining the Issues, Making a Prediction: Part I”.

Prepare Answers to the questions in the Handout (you will not submit these answers, but should be prepared to discuss them in detail in class).

Receive Case Brief Assignment #1: Due One (1) Week from Receipt of Assignment

Week III: LEGAL WRITING ---ANALYZING ISSUES AND SUB-ISSUES USING THE NESTED IRAC FORMAT

Read Neumann, Section 9.1 and 9.2

Prepare to discuss the organization of the sample prediction that appears in Section 9.2. Use a highlighter, or other writing implement, to mark the IRACs in the prediction and then use the checklist in Neumann, Section 9.2 to evaluate the prediction for content and honesty. Be prepared to share your checklist evaluation in class.

LEGAL ANALYSIS – HOW TO USE ANALOGY AND DISTINCTION TO MAKE A PREDICTION BASED ON COMMON LAW PRECEDENT

Read Neumann, Section 15.1 through 15.4. Read also “Working with Rules – Part Two” Handout.

Prepare the exercises in the Handout and Be Prepared to Discuss the Handout in Class

Week IV: LEGAL WRITING: THE IMPORTANCE OF WRITING WELL

Read (1) Neumann, Section 5.1 through 5.3; (2) Handout: Using A Case to Make a Prediction

Prepare Prediction and Be Prepared to Discuss your Prediction in Detail During Class

LEGAL ANALYSIS AND ELECTRONIC LEGAL RESEARCH – THE SOURCES OF LAW, MANDATORY VS. PERSUASIVE AUTHORITY, PRIMARY VS. SECONDARY AUTHORITY

Read (1) Sloan, Chapter 1 (skip pages 15 through 17) – “Sources of Law/ Types of Authority;” (2) Authority/ Dictum Exercise

Prepare Authority/ Dictum Exercise; Be Prepared to Discuss this Exercise in Class

Prepare selected exercises in Sloan’s Workbook, Chapter 1 (Intro. To Legal Research) and/ or research exercises created by the professor

Week V: LEGAL ANALYSIS/ WRITING - DEEPENING THE IRAC: EXPANDING THE “RULE PROOF” (RULE EXPLANATION) AND COUNTER-ANALYSIS SECTIONS WHEN THERE IS A CHOICE OF RULE

Read Neumann, 10.1 through 10.4.3; Read 11.1 through 11.5; Read 12.1 through 12.2; Read also 14.1 – 14.3

Prepare to discuss a Neumann sample prediction, one of which is based on the single element of the tort of false imprisonment ---confinement (the drafter would have to cover the other elements of the tort in other parts of the prediction). Use a highlighter or other writing implement to mark the IRAC structure within this prediction. Pay particular attention to the drafter’s description of the various rules and reasons that they should or should not apply.

Receive Case Brief Assignment #2: Due One (1) Week from Receipt of Assignment

LEGAL ANALYSIS – HOW TO SYNTHESIZE RULES (USING INDUCTIVE REASONING)

Read Neumann, Sections 15.5 and 15.6; Read Handout: Working With Rules Part III --- Synthesis

Prepare Answers to Questions for the Exercises in the Handout

Week VI: LEGAL ANALYSIS – HOW TO SYNTHESIZE RULES

Read Exercise, Using a Synthesis to Make a Prediction

Prepare to Discuss your Response to the Synthesis Exercise in Class

LEGAL ANALYSIS: SYNTHESIS/ HOW COURTS REACT TO FOREIGN PRECEDENT

Read Neumann, 14.4 through 14.6

USING QUOTATIONS AND CITATIONS

Read Neumann, Sections 20.5 and 20.6 and skim selected ALWD Rules such as Rules 47, 48 & 49

Skim selected ALWD Rules such as Rule 10, Rule 11, Rules 12.1 and 12.2 (a) through 12.2 (e); 12.2 (g) through 12.2(i); 12.3; 12.4 (a) through 12.4 (c); 12.5; 12.7; 12.21; Rule 13

Week 7

DRAFTING INTRA-OFFICE MEMORANDA

Read Neumann, Chapter 7

Read and examine carefully Neumann's Sample Memo in Appendix C

Read and Examine Carefully the Closed "Practice" Memo Assignment (Instructions/ Format Sample)

In class, we will discuss Issue Statements (also called Questions Presented) as well as other sections of an office memo.

EDITING TO ACHIEVE A PROFESSIONAL STYLE

Read Neumann, Section 19.1 through 19.3

Study the Checklist in Neumann, Section 19.5. Review your Assignment to see whether you could improve any of your sentences using the advice in the checklist entries. Make a list of the two or three checklist entries that seem most relevant to the improvement of your own writing style.

Skim Wydick, selected pages in Chapters 2 and 5

FINAL STEPS IN EDITING: POLISHING PUNCTUATION

Read Neumann, Section 19.4.

Skim Wydick, selected pages in Chapter 9

Skim the punctuation rules in Neumann's Appendix B and identify any that have given you trouble in the past.

WEEK 8

LEGAL RESEARCH: GENERATING SEARCH TERMS

Read Sloan, Chapter 2

Skim selected ALWD Rules, such as Rules 22, 23, 24, 25 and 26

SECONDARY SOURCE RESEARCH

Read Sloan, Chapter 3 (including electronic secondary search research)

Prepare selected exercises in Sloan's Workbook, Chapters 2, 3 and 4 and / or exercises designed by the professor

Week 9

ELECTRONIC LEGAL RESEARCH

Read / review Sloan, Chapter 10

Prepare selected exercises in Sloan's Workbook, Chapters 3 and 4 and / or exercises designed by the professor

CASE RESEARCH

Read Sloan, Chapter 4 (including electronic case research)

Review Legal Memorandum/ Comprehensive Term Paper Assignment (directions, format, due dates, etc.)

Week 10

STATUTORY RESEARCH

Read Sloan, Chapter 6 (including electronic statutory research)

Do selected exercises in Sloan's Workbook, Chapter 6 and / or exercises designed by the professor

Skim selected ALWD rules, such as Rules 14.1 through 14.6

LEGAL ANALYSIS: INTRODUCTION TO PERSUASIVE WRITING/ THE LITIGATION TIMELINE

Read Neumann, Chapter 1 (selected pages) & 24.1 – 24.2

LEGAL ANALYSIS: THE IMPORTANCE OF PROCEDURAL POSTURE

Read Neumann, Chapter 26

Week 11

LEGAL WRITING – PERSUASIVE WRITING – THEORY OF THE CASE

Read Neumann, Chapter 27 and skim through Appendix F (observe format of memo in Appendix F); then read Neumann, 24.4 – 24.7

Read selected exercise in Neumann's book. What theories will the parties advance?

Skim Wydick, selected pages in Chapters 3 and 4

LEGAL RESEARCH: VERIFYING THE VALIDITY OF LEGAL SOURCES

Read Sloan, Chapter 5

Prepare selected sections of Sloan's Workbook, Chapter 5 and / or exercises designed by the professor

Week 12

LEGAL WRITING – STATEMENTS OF THE CASE/ QUESTIONS PRESENTED

Read Neumann, Chapters 29 and 30

LEGAL WRITING – POINT HEADINGS

Read Neumann, Chapter 28

Skim Wydick, selected pages in Chapters 6 and 7

Review Transitions Handout

LEGAL RESEARCH –FEDERAL ADMINISTRATIVE LAW RESEARCH

Read Sloan, Chapter 8 (including electronic federal administrative law research)

Prepare selected sections of Sloan's Workbook, Chapter 8 and/ or research exercises designed by the professor

Skim selected ALWD rules, such as Rules 19.1 through 19.4; Rules 20.1 through 20.4