

Course	LEGL 4460	
Meeting Time	METHODS OF LEGAL RESEARCH AND WRITING I	
Term	TBD	
Instructor	Fall 1, 2009	
Office Phone	Ronald E. Monard, Esq.	
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Catalog Description	monard@netzero.net	
Prerequisites	A primary purpose of this course is to focus on the practical skills and ethical decisions required of practicing paralegals. This course focuses on familiarizing the student with legal reference materials, which achieved, in part, by locating, and analyzing and summarizing state statutes, local ordinances, court opinions and administrative rules. Students learn the essential skills of legal researching, legal and logical reasoning and begin to develop legal writing skills. This course enables the student to apply the theory of legal research and writing to practical problems encountered in the legal environment. Special emphasis will be given to managerial and human resource issues relating to California employment and labor law.	
Course Level Learning Outcomes	None	
Required Text	<ul style="list-style-type: none"> • To introduce students to the basics of legal research • To introduce students to the basics of American jurisprudence • To introduce students to the fundamentals of legal reasoning and analysis 	
Grading	Stephen Elias and Susan Levinkind, <u>Legal Research: How to Find & Understand the Law</u> , Nolo Press (14th. Ed. 2007). ISBN-10: 1-4133-0693-4 ISBN-13: 978-1-4133-0693-4	
		<u>Grades and Percentages</u>
	Final Project	80 points A 92-100
	Selecting Legal Topic	10 points A- 89-91

	<p>require in this class so that these can be provided. If you have a disability that may have some impact on your work in this class and for which you may require accommodations and you have not registered with the Academic Resource Center, please contact the school.</p> <p>Disturbances</p> <p>Because every student is entitled to full participation in class without interruption, all students are expected to be in class and prepared to begin on time. All pagers, wireless phones, or other electronic devices must be turned off, or switched to vibrate, when you enter the classroom. Disruption of class, whether by latecomers, noisy devices, or inconsiderate behavior is not acceptable. Students are expected to treat the instructor and other students with dignity and respect, especially in cases where a diversity of opinion arises. Students who engage in disruptive behavior are subject to disciplinary action, including removal from the course.</p>
<p>Weekly Schedule</p> <p>Week 1</p> <p>Week 2</p> <p>Week 3</p> <p>Week 4</p> <p>Week 5</p>	<p>Overview of American Jurisprudence and Legal Research Read Chapters 1 to 3 in text; Select a legal issue important to you.</p> <p>Organizing and Understanding Your Legal Question Read Chapters 4 to 6 in text; Identify the legal issue selected and explain why it is important to you.</p> <p>Finding Relevant Cases and Explaining Their Meaning Read Chapters 7 to 9</p> <p>Updating Your Research and Writing A Legal Memorandum Read Chapters 10 to 12.</p> <p>Final Project: Draft a legal memorandum; explain how you did your legal research and how do you plan on keeping updated.</p>
<p>Class Participation</p>	<p>Class participation consists of the following minimum requirements: Attendance at all classes for the entire class; completion of all written</p>

	work on time; appropriate, voluntary, verbal input; contributing to a positive classroom environment in all respects; contributing to the complexity and originality of critical thinking reflected in class discussion; and demonstrating professional conduct.
Student Expectation	Students should not expect an “A” grade for mediocre or less than stellar work. If an assignment is turned in late (meaning more than fifteen minutes after class has begun), the assignment will receive a grade that is one letter grade lower than it would have received had it been timely. However, you may turn in any assignment early.
Course Policies	Students are responsible for reading all assignments prior to class. This includes any handouts. The syllabus is to serve as a general guide as to how the class will be conducted. The instructor reserves the right to change the syllabus as the term progresses so as to accommodate special events, assignments, speakers, or other unexpected factors.
Activities	You will have a final project worth 80 points, one class activity worth 10 points, and class participation is worth 10 points.
Missed Exams and Written Assignments	The instructor reserves the right to substitute oral examination for any written exam or written assignment.