



## LRW1 COURSE SYLLABUS

<b>LEGAL RESEARCH &amp; WRITING I</b> FALL SEMESTER 2017 LRW Section C	<b>PROF. JOE HNYLKA (aNell-ka@)</b> Law 0662 C (21923) T-R 8:00 AM – 10:00 AM in Classroom 3
<b>Office Hours:</b> <b>Tuesdays:</b> Noon – 1:00 p.m.; <b>Thursdays:</b> 11:00 a.m. – Noon, and by appointment. Also, I have an “open-door” policy: <i>You are welcome to stop by whenever you see me in my office.</i> My office is <b>room 244</b> . <b>Office Phone:</b> Extension 26191; from off campus dial 262-6191 <b>E-mail Address:</b> hnylkaj@nsu.law.nova.edu	

### Required Texts for the Course

“Shapo” refers to Writing and Analysis in the Law, Sixth Edition 2013, by Helene S. Shapo, et al.  
ISBN: 978-1-60930-272-6 (Foundation Press)

“Schmedemann” refers to The Process of Legal Research: Practices and Resources,  
Ninth Edition 2016, by Schmedman, Bateson, et al.  
ISBN: 978-1-4548-6333-5 (Wolters Kluwer)

“Bluebook” refers to A Uniform System of Citation, 20th edition 2015  
ISBN: 978-0-692-40019-7 (Harvard Law Review Assoc.)

### Course Description and Objectives

Welcome to your first semester of Legal research and writing. The course is designed to include analysis, research and writing components. It will introduce you to the technical and analytical

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**Please Note:** classes marked with a single asterisk (\*) after the date are scheduled to meet for 90 minutes or less.

skills needed to recognize, research, and articulate legal issues. The research component of LRW1 will emphasize state research materials and the research process. The writing component of the course will include expositive and predictive writing assignments. You can expect both in-class and take-home writing assignments this semester, ranging from a single issue analysis to a complex legal memorandum. The goal is to gradually build your analysis, writing, and research skills.

By the end of the course, the student is expected to: (1) Identify legal issues and apply legal reasoning and analysis to solve problems in a logical and structured manner to issues covered in this course. (2) Communicate orally or in writing, or both, the legal reasoning and analysis regarding issues covered in this course. (3) Research legal issues thoroughly and efficiently. (4) Demonstrate factual investigation, interviewing, and questioning skills. (5) Demonstrate effective organization and management of legal work.

### **Assignments and Grading**

You will work on a series of progressive analytical assignments. These assignments will range from analysis of a single issue (research provided) to an open memorandum of law (research required). Each of these assignments will be critiqued and returned to you. You will receive a failing grade for the course if you fail to turn in *any* required assignment, graded or ungraded. If you need an extension, you must obtain it in advance of the due date, in writing. The final grade for the course will be posted on your transcript the end of the semester. Your grade will be based on the point totals below. I reserve the right to modify the assignments, point totals, and dates, if necessary.

<u>Writing Assignments/Quizzes</u>	<u>Date Assigned</u>	<u>Due Date</u>	<u>Points</u>
1. Single Issue Analysis	8/16	9/12	5%
2. Memo 1	9/12	10/26	20%
3. In-class Comprehensive Quiz	11/09	N/A	TBA
4. In-class Citation Quiz	11/16	N/A	TBA
5. Memo 2	10/26	11/22	60%
6. Misc.	N/A	N/A	15%

In addition to the writing assignments and quizzes listed above, research problem sets will be assigned. They are discussed below. Additional graded or ungraded assignments may be required, at my discretion. Once a grade is given on an assignment, the grade will not be changed for any reason other than mathematical error.

**Grading Scale:** The College of Law uses the following grading system:

A	4.00
A-	3.75
B+	3.50
B	3.00
B-	2.75
C+	2.50
C	2.00
C-	1.75
D+	1.50
D	1.00
D-	0.75
F (or WF)	0.00

AU    Audit; no credit or effect on average  
I      Incomplete  
P      Pass; no effect on average  
W      Withdrawal

**Research Problem Sets:**

Research problem sets will be posted on TWEN. They are designed to familiarize you with sources discussed in your research textbook. Approximately nine problem sets will be assigned during the course. Unsatisfactory or incomplete assignments will be returned to students for further work. *All problem sets must be completed on time and to my satisfaction to pass the course.* Although the problem sets are not worth a *positive* number of points, I may *deduct* points for errors, lateness, or lack of good faith effort. The points would be deducted from your final point total for the course. Students may work alone or with a classmates (group of two) to complete the problem sets. If working in a group of two, please submit one answer sheet listing both students' names. It is a violation of the Code of Student Conduct for students to divide the exercises or questions amongst themselves to avoid doing all of the work. Both students in the group are required to contribute to solving each of the assigned problems.

### **Quizzes:**

Quizzes may occur at any time during the semester, at my discretion. Some quizzes may be unannounced. If you need special accommodations, contact Student Services as soon as possible. (see below) At least one quiz will be given to test the research skills you learned this semester. The quiz will be a practical one, requiring you to actually use various research resources and authorities. You also will be given a separate quiz covering citation form. More information about these quizzes will be provided at a later date.

### **Disability Accommodations**

If you need special accommodations, contact Student Services at (954) 262-6126 as soon as possible. Do *not* discuss accommodations with me. To protect student anonymity, professors are not involved in the accommodation process and usually are not informed when a student receives an accommodation.

### **Late Paper Policy:**

I will collect all *graded* and *ungraded* assignments in the classroom prior to the beginning of class. In addition, you may turn in assignments *early* by handing them (*do not place them in a mail slot or on a desk*) to my faculty assistant, Ben-Gassendi St. Juste, prior to the date and time indicated in the syllabus. Her desk is located in the 2<sup>nd</sup> floor faculty office suites. In addition, a second copy of graded writing assignments must be turned in electronically, using the course TWEN web site on Westlaw; please consult the instructions for each individual assignment. Faxed and emailed papers will not be accepted. My secretary will log the papers in and will note any late papers she receives. As attorneys, you will face many firm deadlines. In this class, the same is true. The late paper penalties are set forth in the “Legal Research and Writing (1L) Program Policies and Procedures.” They are posted on my faculty page and on TWEN. It is your responsibility to read the policies and procedures. Please be aware that if any required assignment (graded or ungraded) is not turned in, the student will automatically fail the course. Each semester, several students receive ADs@ or AFs@ because of late papers. If there is a valid reason that you cannot meet an assignment deadline, please obtain a written extension from me, prior to the due date.

### **Paper Format**

All papers must be typed and must conform to specific page limitation and format rules. Points will be deducted for any deviations. A copy of these rules will be given to you with each assignment. You must keep a copy of all papers you hand in for this course. Ungraded papers must include your name and legal writing section number. Most graded assignments are anonymous and must include your anonymous LRW number (available from Student Affairs) and your legal writing section letter: “C”. Social Security numbers and other means of identification are not acceptable.

## **Training in Computer Assisted Legal Research (LEXIS & WESTLAW):**

Students must complete training in both LEXIS and WESTLAW to pass the course. The training will be provided during the fall and winter semesters.

## **Attendance:**

Regular attendance is required in all courses.

This course follows more strict attendance policies than detailed in the *Code of Academic Regulations* available

at: [https://www.law.nova.edu/about/documents/Code\\_of\\_Academic\\_Regulations.pdf](https://www.law.nova.edu/about/documents/Code_of_Academic_Regulations.pdf).

The attendance policies for this course are as follows:

The LRW attendance policy will be followed. The LRW policy is set forth in the "Legal Research and Writing (1L) Program Policies and Procedures" document which was distributed in class during the fall semester and is posted on our course TWEN website and the Section 2 website. It is your responsibility to read the policies and procedures. **Under the NSU LRW rules, if a student misses four classes, his/her grade will be reduced, and if he/she misses five classes or more, the student will fail the course. A sign-in sheet will be used to take attendance.** You are responsible for signing the attendance sheet for each class attended. If you fail to sign, you will be deemed absent.

## **Credit Hour Requirements:**

Out-of-Classroom Expectations: Students are expected to read all assigned materials and be prepared for all classes. As set forth in ABA Standard 310, students should spend a minimum of two hours of out-of-class preparation for every in-class hour in accordance with the *Code of Academic Regulations* available at:

[https://www.law.nova.edu/about/documents/Code\\_of\\_Academic\\_Regulations.pdf](https://www.law.nova.edu/about/documents/Code_of_Academic_Regulations.pdf)

In this 3 -credit instructional offering, there are 2250 required in-classroom minutes of direct faculty supervised instruction. You are required to spend at least 5400 out-of-classroom minutes on class preparation for a total of at least 7650 minutes on this course.

## **Conferences:**

You are encouraged to meet with me frequently throughout the semester to discuss assignments and to review your critiqued written work. I am on campus most days of the week. Please feel free to see me whenever I am in my office; however, I will not meet with you at times when you are scheduled to be in another class. You should attend all of your scheduled classes. In addition to my regular office hours, I am also available by appointment. Extended office hours usually will be

posted prior to due dates for major projects. You also may contact me by phone (954-262-6191) and may leave voice mail messages. Mandatory conferences will be held throughout the semester. Sign-up sheets for these conferences will be available on our Westlaw TWEN website. You should carefully review my comments on your critiqued assignments prior to the conference. Bring your critiqued assignments to the mandatory conference for review.

### **Professional and Ethical Responsibilities**

The law school has a code of student conduct which applies to every student enrolled in this course. It is available on line at the law school's website. In addition, the LRW Program has its own policies and procedures. You are bound by these rules, policies, and procedures. I will post the rules, policies, and procedures on TWEN. They also are posted on my faculty page. It is your responsibility to read these documents carefully and to seek clarification from me if necessary.

### **Office Hours:**

In addition to my regular, posted office hours (listed on the front of this syllabus), I maintain an "open-door policy" and am available to meet with you when I am in my office. I encourage you to meet with me often throughout the semester. However, I will not meet with you during any period when you are scheduled to be in another class. Your primary obligation is to attend class.

### **UNIVERSITY-WIDE POLICY STATEMENTS**

Students should visit [www.fcas.nova.edu/about/policies.cfm](http://www.fcas.nova.edu/about/policies.cfm) to access additional required college-wide policies and [https://www.law.nova.edu/about/documents/Code\\_of\\_Academic\\_Regulations.pdf](https://www.law.nova.edu/about/documents/Code_of_Academic_Regulations.pdf) for policies specific to the College of Law. It is your responsibility to access and carefully read these policies to ensure you are fully informed. As a student in this class, you are obligated to follow these policies in addition to the policies established by your instructor.

The following policies are described on these websites:

- Academic misconduct
- Last day to withdraw
- Email policy
- Student course evaluations
- Student responsibility to register
- Student responsibility for course prerequisites
- Class Preparation
- Graduation Requirements, etc.

**Additional Academic Resources:** Nova Southeastern University offers a variety of resources that may aid in student success. Among these resources is:

**Accommodations for students with documented disabilities.** For more information about ADA policy, services, and procedures, students may call the Office of Student Disability Services at 954-262-7185 or visit <http://www.nova.edu/disabilityservices>.

### **Special Note on Plagiarism:**

Students may *discuss* the course materials and assignments with one another. However, sharing your written work with another student, reading another student's work, or copying from another student's work will be regarded as a violation of the law school's Code of Conduct and may result in disciplinary action under the Code. The same is true for unattributed copying of any source. The prohibition against sharing work product, reading another student's paper, and copying applies with equal force to graded and ungraded writing assignments. You are free to *discuss* ideas with your classmates, but your written work, including outlines, must be your own. You are responsible for reading the code of conduct and the information on plagiarism which will be distributed in class and made available on TWEN. In addition, you are required to edit your own written work without assistance from others.

### **Student Assistant for Legal Research**

The course has two 2L student teaching assistants, **Erin Weinstock** and **Michael Page**. You may consult them if you need help or have questions *regarding legal research*. Of course, you also may contact me for assistance. *The student assistants should not be asked questions regarding non-research related course material.* The student assistants will hold office hours on the 2<sup>nd</sup> floor bridge, in front of the main entrance to the law library (unless noted otherwise). Their office hours will be announced during the first week of class. You also may contact them using campus email. **If you send them an email, it is very important that you type "Prof. Hnylka's LRW Class" in the subject line.** Their email addresses are [mp1534@mysu.nova.edu](mailto:mp1534@mysu.nova.edu) (Michael's address) and [ew697@mysu.nova.edu](mailto:ew697@mysu.nova.edu) (Erin's address).

### **Rewrites:**

Rewrites of certain assignments may be assigned to assist students in improving their writing/research skills. If a rewrite is assigned to you, it must be completed in a timely fashion to pass the course. A rewrite will not change an initial score received on an assignment.

### Course TWEN Website on Westlaw

The course TWEN website is hosted through Westlaw. You are required to log onto Westlaw and officially register for the course. The website will have copies of the syllabus and all handouts. In addition, it has CALI exercises and useful links to legal research and writing topics.

- Access TWEN using your Westlaw password on [www.lawschool.westlaw.com](http://www.lawschool.westlaw.com)
  - **Note:** You must register your password before you can use TWEN.
- Go to [www.lawschool.westlaw.com](http://www.lawschool.westlaw.com) and sign on.
- In the middle of the screen click on VIEW ALL YOUR TWEN COURSES
- Then click on DROP/ADD a COURSE at the top of the screen to add new courses.
- Select this Legal Skills and Values class, and click SUBMIT
  - If you have any questions please contact any of the Nova Westlaw Student Representatives or call 1-800-850-WEST (24/7)

### Computer Assisted Legal Instruction (CALI) Website

CALI lessons may be accessed using the “Navigation” pane (on the left side of the screen) on our course TWEN page. You are strongly encouraged to use CALI exercises to develop and improve your research and writing skills. CALI exercises that relate to our class discussion topics are referenced throughout the syllabus. CALI lessons also may be found using their website at [cali.org](http://cali.org) Students at over 200 member law schools, including NSU, use CALI to access over 1,000,000 lessons each year. The Library of Lessons is on pace to reach 1,000 lessons very soon, many which are targeted at first-year courses such as legal research and writing.

When using CALI (on their website or on our course TWEN page), follow these instructions:

- Access CALI at <http://www.cali.org/> OR on our course TWEN page
- Click on “Create new account” (the 1<sup>st</sup> time you access the lessons).
- Create a **username**(you may use your email address), and use the following **CASE SENSITIVE password** from Nova: NOVAFLstu154

# Course Schedule

## Week 1 (Orientation):

August 16 (\*\*Wed.\*\* 3:30 to 5:30): (Classroom TBA)

Discussion Topic: Introduction to LRW; Understanding Case Law.

Read Prior To Class: (1) Shapo, Writing and Analysis in the Law (textbook), pgs. 1-3, 14-20, 39-63.  
(2) LRW Policies and Procedures (available on my faculty web page).  
(3) **Model** Rules of Professional Conduct: Read the Preamble, Scope, and Rule 1.1  
(4) Read and brief the *Cobbs v. Grant* case (handout from class and hyper-linked below).  
(5) Handout on Florida Court System (available from the hyperlink below).  
(6) Be prepared to discuss Shapo exercise 1-B, pgs. 24-25.

Recommended CALI exercises: 1) Anatomy of a Case, lesson ID LR47  
(see CALI instructions on p. 8) 2) How to Brief a Case, lesson ID LWR09

Work Assigned Today: Required reading for next class. A **Signed Copy** of the “Policies and Procedures Acknowledgement Form” (available on TWEN and my faculty web page) will be collected next class. **Assignment 1: Single Issue Analysis. Due on 9/12 no later than 8:00 a.m. (turn in a printed copy in class and an electronic copy to the TWEN on-line course drop box).**

Use the link below to access the Florida Rules of Professional Conduct (see ch. 4 in the link)

<https://www.floridabar.org/rules/rtrfb/>

Use the link below to access the Model Rules of Professional Conduct

[http://www.abanet.org/cpr/mrpc/mrpc\\_toc.html](http://www.abanet.org/cpr/mrpc/mrpc_toc.html)

Use the links below to access helpful information on the Florida Court System

<http://www.ninja9.org/courtadmin/courg.htm>

[http://www.floridasupremecourt.org/pub\\_info/system2.shtml](http://www.floridasupremecourt.org/pub_info/system2.shtml)

<http://www.flcourts.org/florida-courts/>



Use the icon above to access Cobbs v. Grant

OR get it from my web page.

## **Week 2:**

### **August 22 (Tues.):**

**Work Due Today:** A Signed Copy of the “Policies and Procedures Acknowledgement Form”

**Discussion Topics:** 1) Court System Structure; Introduction to Legal Method.  
2) Common Law Analysis, Precedent and Stare Decisis; Reasoning by Analogy and Distinction Using One Case; Introduction to Case Synthesis.

**Read Prior To Class:** Shapo 3-14, 20-37, 63-86. Be prepared to discuss Shapo exercises 1-C 1-D, and 1-E. Also read Schmedemann 101-124.

**Work Assigned Today:** Required reading for next class. Handout on AIdentifying and Organizing Issues@ and handouts of exercises 4-G and 5-B.

### **August 24 (Thurs.):**

**Discussion Topic:** The Writing Process: Large Scale Organization; Identifying and Organizing Issues; Thesis Paragraphs.

**Read Prior To Class:** Shapo 111-162. Be prepared to discuss Shapo Exercise 6-A on pgs. 160-162. Be prepared to discuss handout on AIdentifying and Organizing Issues@ and handouts of Exercises 4-G and 5-B.

**CALI Exercise:** Learning Legal Analysis Through Its Components: Issue, Rule, Application, and Conclusion “IRAC”, lesson ID LWR02

**Work Assigned Today:** Required reading for next class meeting. Brief and prepare to discuss the 3 cases for graded assignment 1: Cobbs, Rains, & Freedman

## **Week 3:**

### **August 29 (Tues.):**

Discussion Topic: Small Scale Organization; Use of IRAC; Plain English; Case Synthesis. (Also, be prepared to discuss exercises from prior class that we have not yet discussed)

Read Prior To Class: Shapo 203-246. Be prepared to discuss the 3 cases for first graded assignment: Cobbs, Rains, & Freedman

Work Assigned Today: Required reading for next class meeting.

### **August 31 (Thurs.):**

Discussion Topic: Continuation of Large and Small Scale Organization; Plain English; Case Synthesis.

Read Prior To Class: Shapo 499-540.

Work Assigned Today: Required reading for next class. Handout on *Techniques for Using Case Authority in Legal Writing* by Smith. Read handouts on plagiarism and citing cases. Read the *Oliver* case handout.

## **Week 4:**

### **September 5 (Tues.):**

Discussion Topic: Techniques for Using Case Authority in Legal Writing. Introduction to the Bluebook. Plagiarism.

Read Prior To Class: Shapo 28-37, 189-202. *Review* Shapo chapter 5 (pgs. 135-153). Bluebook 1-17. Read handouts on plagiarism and citing cases. Read handout on *Techniques for Using Case Authority in Legal Writing* by Smith. Read the *Oliver* case (handout).

CALI Exercise: Plagiarism: Keeping Out of Trouble, lesson ID LWR63

Work Assigned Today: Required reading for next class.

**September 7\* (Thurs.):**

Discussion Topic: Continuation of Techniques for Using Case Authority in Legal Writing.  
**Bluebook Citation exercise I**

Read Prior To Class: Read Bluebook Rule 10 (pgs. 94-118). *Review* Shapo 189-202 and chapter 5 (pgs. 135-153). *Review* handouts on plagiarism and citing cases. *Review* handout on ATechniques for Using Case Authority in Legal Writing@ by Smith. *Review* the *Oliver* case (handout).

CALI Exercise: Citation Form for Briefs and Legal Memoranda (Bluebook), lesson ID LWR01

Work Assigned Today: Required reading for next class.

**Week 5:**

**September 12 (Tues.):**

**Work Due Today: Single Issue Analysis. Due no later than 8:00 a.m. (turn in an electronic copy to the TWEN on-line course drop box prior to class and bring a printed copy to turn in at the beginning of class)**

Discussion Topic: 1) Beginning Legal Research: Identification of Research Terms. Primary and Secondary Authorities. Keeping a Research Log.  
2) In-class exercise creating term & connector Boolean search queries  
**BRING YOUR LAPTOP TO CLASS!**

Read Prior To Class: Schmedemann 1-23. Model Rules of Professional Responsibility 1.1, 3.1, & 3.3. Florida Rules of Professional Conduct 4-1.1, 4-3.1, 4-3.3(a) and Comments. TARP handout will be distributed and discussed during class.

CALI Exercises: 1) Introduction to Search Logic and Strategies, lesson ID LR59  
2) Florida Secondary Sources, lesson ID LR85  
3) Introduction to Secondary Sources, lesson ID LWR35

Work Assigned Today: Required reading for next class. **Assignment: Memo 1. Due on Thursday 10/26 no later than 8:00 a.m. (turn in an electronic copy on TWEN and an identical printed copy at the beginning of class)**

**September 14 (Thurs.):**

Discussion Topic: Framing Your Legal Research; Overview of Commentary (Secondary)  
Sources: Legal Encyclopedias.

Read Prior To Class: Schmedemann 25-55; 59-61; and 69-72.

CALI Exercises: (1) Legal Encyclopedias, lesson ID LWR40  
(2) Legal Research 101: The Tools of the Trade

Work Assigned Today: **Research Problem Set for Chapter 3 Legal Encyclopedias** (Due 9/26 at beginning of class). Required reading for next class.

**Week 6:**

**September 19 (Tues.):**

Discussion Topic: Framing Your Legal Research; Overview of Commentary (Secondary)  
Sources: American Law Reports (A.L.R.) and Periodicals/Law Reviews.

Read Prior To Class: Schmedemann 72-76; 85-88.

CALI Exercises: (1) American Law Reports, lesson ID LWR21  
(2) Periodicals Indexes and Library Catalogues

Work Assigned Today: **Research Problem Sets for 1) Chapter 3 American Law Reports, and 2) Chapter 3 Periodicals** (Due 9/28 at the beginning of class). Required reading for next class.

**September 21 (Thurs.): No Law School Classes Held Today**

## **Week 7:**

### **September 26 (Tues.):**

- Work Due Today:**           **Research Problem Set for Chapter 3 for Legal Encyclopedias**
- Discussion Topic:           Framing Your Legal Research; Overview of Commentary (Secondary)  
Sources: Treatises and Restatements.
- Read Prior To Class:       Schmedemann 61-69; 77-82; 96-99.
- CALI Exercises:             (1) Using the Restatements of the Law, lesson ID LWR38  
                                     (2) Subject Specific Treatises
- Work Assigned Today:      **Research Problem Sets for 1) Chapter 3 Treatises, and 2) Chapter 3 Restatements** (Due 10/3 at beginning of class). Required reading for next class.

### **September 28 (Thurs.):**

- Work Due Today:**           **Research Problem Sets for 1) Chapter 3 American Law Reports, and 2) Chapter 3 Periodicals**
- Discussion Topic:           Case Law Research: How To Locate, Use, Update and Cite Case Law.  
Using State and Regional Reporters and Digests.
- Read Prior To Class:       Schmedemann 101-124 (review); read 125-164.
- CALI Exercises:             1) Florida Legal Research: Primary Authority, lesson ID LR86  
                                     2) How to Find Case Law Using the Digests, lesson ID LWR29
- Work Assigned Today:      **Ch. 4 first and second problem sets, including Citators** (Due 10/05 at the beginning of class). Required reading for next class *will be distributed*.

## **Week 8:**

### **October 3\* (Tues.):**

**Work Due Today:**           **Research Problem Sets for Chapter 3 for 1) Treatises, and 2) Restatements**

Discussion Topic:           Using a Citator: Westlaw's KeyCite and LexisNexis's Shepards

Read Prior To Class:       Handout on Citators, *distributed last class.*

CALI Exercises:             1) Updating/Validating Case Law Using Citators, lesson ID LWR36  
2) Using Citators as Finding Tools, lesson ID LR104

Work Assigned Today:      Required reading for next class. Handout of Exercise 8B "Drafting the Discussion Section of a Memorandum of Law." (on TWEN)

**October 5 (Thurs.):**       **Note: We will have conferences next week. Please sign up using TWEN**

**Work Due Today:**           **Research Problem Sets for Chapter 4, first and second sets, including Citators.**

Discussion Topic:           Drafting a Memorandum of Law

Read Prior To Class:       Shapo 163-188; Be prepared to discuss handout of Exercise 8B  
ADrafting the Discussion Section of a Memorandum of Law.@

Work Assigned Today:      Required Reading for next class.

## **Week 9:**

### **October 10 (Tues.):**

Discussion Topic:           Drafting a Memorandum of Law - continued

Read Prior To Class:       *Review* Shapo 163-188, and Exc. 8-B handout (on TWEN)

Work Assigned Today:      Required Reading for next class.

**October 12 (Thurs.):**

**Conferences scheduled**

No LRW Class Today

**Week 10:**

**October 17 (Tues.):**

Discussion Topic: 1) Statutory Analysis  
2) Research in Enacted Law: How to Locate, Use, Update and Cite State Constitutions and Statutes

Read Prior To Class: Shapo 25-27(review), read 87-110; Schmedemann 165-206. Be prepared to discuss Shapo Exercises 3-A, 3-B, and 3-C.

CALI Exercises: 1) Statutory Interpretation, lesson ID LCS03  
2) Introduction to State and Federal Statutes, lesson ID LWR15

Work Assigned Today: Required reading for next class.

**October 19 (Thurs.):**

Discussion Topic: 1) (continued) Research in Enacted Law: How to Locate, Use, Update and Cite State Constitutions and Statutes  
2) In-Class exercise using and updating State Constitutions and Statutes

Read Prior To Class: *Review* Schmedemann 165-206.

CALI Exercise: Finding Statutes, lesson ID LR23

Work Assigned Today: **Chapter 5 Second Problem Set for State Paper Codes and Electronic Research in State Statutes** (Due on 10/31 at the beginning of class). Required reading for next class.

## **Week 11:**

### **October 24\* (Tues.):**

Discussion Topic: Bluebook Citation Review II and Avoiding plagiarism by carefully following Bluebook Rule 5.

Read Prior To Class: Bring your Bluebook to class.

Work Assigned Today: Required reading for next class.

### **October 26 (Thurs.):**

**Work Due Today: Memo 1. Due no later than 8:00 a.m. (turn in an electronic copy on TWEN and an identical printed copy at the beginning of class.**

Discussion Topic: Memo II Assignment: Overview Of Research Strategy: Getting the Big Picture. Developing a Research Plan for a Memorandum of Law. *Preparing for the client interview*

Read Prior To Class: Shapo 281-303. *Review* Schmedemann 1-23; read 26-27. Model Rules of Professional Responsibility 1.4 & 1.6. Florida Rules of Professional Conduct 4-1.4 and 4-1.6.

CALI Exercise: Legal Research Methodology

Work Assigned Today: Required reading for next class. **Assignment: Memo 2, due on Wednesday, 11/22 no later than 12:00 p.m. (Noon) (turn in a printed copy to Ben St. Juste and an electronic copy to the TWEN on-line course drop box).**

## **Week 12:**

### **October 31\* (Tues.):**

**Work Due Today:** Ch. 5 second problem set,  
(Due at the beginning of class).

Discussion Topic: Gathering Facts: The Client Interview

Read Prior To Class: N/A

Work Assigned Today: Required reading for next class.

### **November 2 (Thurs.):**

Discussion Topic: Drafting a Memorandum of Law; Development of a Discussion Section:

Read Prior To Class: *Review* Shapo 163-188, 281-303.

Work Assigned Today: Required Reading for next class.

## **Week 13:**

### **November 7\* (Tues.):**

Discussion Topic: 1) Review Session for Comprehensive Quiz (first hour)  
2) **Career Development Office Visit** (second hour)

Read Prior To Class: Review all returned research problem sets and all prior Schmedemann reading assignments. Be prepared to ask questions.

Work Assigned Today: Required reading for next class.

**November 9\* (Thurs.):**

Read Prior To Class: **In-Class Comprehensive Quiz is TODAY**

Work Assigned Today: Required reading for next class.

**Week 14:**

**November 14\* (Tues.):**

Discussion Topic: Bluebook Review III and preparation for Bluebook Quiz

Read Prior To Class: Bring your Bluebook to Class.

Work Assigned Today: Required reading for next class.

**November 16\* (Thurs.):**

Discussion Topic: **Bluebook Citation Quiz**  
Bring your Bluebook and prior citation review handouts to class.  
*Bring pencils and erasers!*

**Week 15:**

**November 21 (Tues.):**

Discussion Topic: **Optional** Q and A regarding Final Graded Memo Assignment;  
Review Memorandum Format. Types of Legal Arguments in  
Resolving Questions of Law;

Read Prior To Class: Shapo 247-279. Review Shapo 163-188. **NOTE: important checklist on pgs. 185-188.** Read the two Sample Memoranda in Shapo, pages 563-576 (notice that one sample analyzes a common law issue and the other analyzes a statutory issue).

Work Assigned Today: Required reading for next class.

**November 22 (\*\*Wed.\*\*): No Class Meeting**

**Work Due Today: Memo 2, due no later than 12:00 p.m. (noon) (turn in electronic copy on TWEN and turn in a print copy to Ben St. Juste)**

**CLASSES RESUME JANUARY 8th**

**Have fun! Enjoy your break!**