



## I. Course Information

**Course:** LAW 0662 - Legal Research and Writing I

**Semester and Year:** Fall 2017

**Course Start and End Dates:** 08/21/2017 - 12/10/2017

**Course CRN and Section:** 21938 J

**Building and Room:** Shepard Broad Law Center - CLASS2

## II. Instructor Information

**Name:** Lewis, Kenneth

**Email:** kl25@nova.edu

**Office Hours:** TBA

## III. Class Schedule and Location

Day	Date	Time	Location	Building/Room	Type
MW	08/21/2017 - 12/10/2017	8:15 PM - 10:15 PM	Ft Lauderdale/Davie Campus	Shepard Broad Law Center-CLASS2	CLAS

## IV. Course Description

This course integrates legal theory with practice, professionalism, and technology in a transactional setting. It combines instruction in legal research, writing, and analysis with other practical lawyering skills while focusing on predictive legal analysis. Case files are used to develop problem-solving strategies, conduct legal research, draft legal memoranda, and negotiate a settlement of a transactional case. This is a required course.

## V. Learning Outcomes

*Students completing this instructional offering are 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.

## VI. Materials and Resources

**Section Required Texts and Material:**

Title: *Writing and Analysis in the Law*  
Author: Helene S. Shapo, et. al.  
Publisher: Foundation Press  
Edition: 6th  
ISBN- 13: 978-1609302726; 10: 1609302729

Title: *The Bluebook: A Uniform System of Citation*  
Author: Harvard Law Review  
Publisher: Harvard Law Review  
Edition: 20th

**ISBN: 13: 9780692400197; ISBN10: 0692400192**

Title: *Understanding and Mastering the Blue Book, A Guide For Students and Practitioners, Revised Printing*  
Author: Linda Barris  
Publisher: Carolina Academic Press  
Edition: 3d

**ISBN: 978-1-61163-774-8**

Titles: [Model Rules of Professional Responsibility:](#)  
[Rules Regulating the Florida Bar \(RRTFB\).](#)  
Author: American Bar Association and Florida Bar Association, respectively  
Publisher: N/A  
Edition: N/A

**ISBN: N/A**

**Book Url:** [NSU Book Store](#)

## VII. Course Requirements

A. This course will explore legal analysis and legal writing. You will be asked to complete many research and writing assignments. At my discretion, throughout the semester, I will administer several quizzes that may be unannounced. If you need special accommodations, please be sure to contact Sharon Booth in Student Services at (954) 262-6126 as soon as possible. You will receive numerous handouts and supplements during class. This material will be useful to you not only throughout the semester and your ongoing legal education, but it will be important to review these materials in preparation for your major assignments. Furthermore, anything distributed in class, discussed in class, or assigned as reading is fair territory for quizzes. You should keep all of these materials in one binder or large folder.

B. Attendance Policy: All students are expected to attend all classes and fully participate in the classroom discussion and interactive exercises. An attendance sheet will be circulated each class for your signature - it is your responsibility to sign the attendance sheet as proof of classroom attendance. This course follows the attendance policies detailed in the *Code of Academic Regulations* available at: <https://intranet.law.nova.edu/intranet/students/student-services/documents/CodeOfAcademicRegulationMay2015final.pdf>. The maximum number of absences allowed before a student receives an F for excessive absences in this course is 6.

C. Please note that if students fail to prepare for class and/or participate in class discussions, the professor may exercise his right to reduce the student's final grade.

D. Students are not permitted to record (audio or video) the class. Moreover, the professor will not use Legal Replay to record the class.

## VIII. Course Schedule and Topic Outline

### Course Schedule:

The professor may amend/revise the class schedule and or assignments, but the professor will give advance notice to the students. Please prepare accordingly and keep up with the material. You are required to read the assigned pages in the casebook(s) and the relevant Bar Rules. Be prepared to discuss assignments in class.

This class meets on Mondays and Wednesdays. There may be weeks in the semester, however, that we will meet for less than our scheduled two classes. In addition, the syllabus will be updated (and, perhaps, changed) periodically. It is your responsibility to check the "Syllabus" link on the TWEN Web Course regularly to determine when we are meeting and what assignments are due. I will generally announce any such changes in class, but it is your responsibility to attend all classes and have all assignments completed by the due date and time. Not knowing that we are meeting on a particular day or that an assignment is due is NO EXCUSE!

Class No.	Topic	Text or Handout Reading	Web Reading	Assignments
1.	<p><i>Introduction to LRW</i></p> <ul style="list-style-type: none"> <li>• <i>Overview of LRW Program and "Policies &amp; Procedures"</i></li> <li>• <i>Ethics &amp; professionalism</i></li> </ul> <p><i>U.S. Legal System</i></p> <ul style="list-style-type: none"> <li>• <i>Introduction to U.S. Court System</i></li> </ul>		U.S. Court System	<b>DISTRIBUTED in class: LRW Policies and Procedures.</b>

## IX. Grading Criteria

**Final Grade:**

### Final Course Grade:

You are required to prepare three memoranda of law. The memoranda are valued at 5%/ 25%, and 60% of your grade respectively. You will receive other miscellaneous assignments and quizzes that are worth (aggregate) 10% of your final grade. The scores that you earn on the foregoing will be used to calculate your final grade.

CREAC (introductory memo)	5%
Legal Office Memorandum No. 1	25%
Legal Office Memorandum No. 2	60%
Miscellaneous Assignments	10%
TOTAL	100%

**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

## X. Course Policies

### Attendance Policy:

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<https://intranet.law.nova.edu/intranet/students/student-services/documents/CodeOfAcademicRegulationMay2015final.pdf>. The maximum number of absences allowed before a student receives an F for

excessive absences in this course is 6.

## XI. College Policies

Students should visit <http://www.nova.edu/academic-affairs/nsu-syllabus-policy.html> 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 954-262-7189 or visit <http://www.nova.edu/disabilityservices>.