COURSE TITLE: Legal Writing

COURSE NUMBER: LES 316

PRE-REQUISITES:
- ENG121, English Composition I (minimum GPA 2.0/C)
- ENG122, English Composition II (minimum GPA 0.67/D-)
- LES 220, Introduction to Legal Studies (minimum GPA 2.0/C)
- LES 314, Legal Research (minimum GPA 2.0/C)

LEGAL SPECIALTY: Yes  No

**A minimum grade of “C” is required to pass this course**

I. COURSE DESCRIPTION

This course provides students with an introduction to case analysis and the fundamentals of legal writing. Students learn how to analyze legal opinions for use as legal precedent. Students also learn how to distinguish various legal opinions and draft persuasive arguments. Emphasis is placed on the identification of key facts, issues, holdings, and reasoning in a legal opinion. Further instruction in proper Bluebook citation format will be provided as well as how to prepare client correspondence, legal briefs, and memorandums of law.

II. COURSE OBJECTIVES

GOAL A: Prepare documents necessary for the representation of clients in a legal matter

Learning Outcomes: Students will be able to:
- A-1 Identify and separate primary and secondary authority
- A-2 Rank authority according to hierarchy: constitutional, statutory, and case law
- A-3 Analyze the applicable law or statute and break down into elements
- A-4 Prepare an analysis of a legal issue using the IRAC framework
- A-5 Prepare a comprehensive case brief
- A-6 Analyze a statute and apply to a hypothetical scenario
- A-7 Identify and summarize key facts in real and hypothetical scenarios
- A-8 Identify potential causes of action and draft comprehensive issue statements
- A-9 Evaluate case court opinions to determine precedential value
- A-10 Define counteranalysis and explain its purpose in legal writing
- A-11 Describe techniques for establishing a counteranalysis
- A-12 Identify the parts of an office legal memorandum
- A-13 Apply the office legal memorandum format to present findings
A-14 Prepare a content appropriate, grammatically correct, and professionally formatted office legal memorandum
A-15 Identify the parts of a court brief
A-16 Prepare a content appropriate, grammatically correct, and professionally formatted court brief
A-17 Apply proper English grammar and writing conventions appropriate to the type of document being drafted
A-18 Prepare proper Bluebook citations and employ in a written work according to accepted standards
A-19 Identify the components and format for legal correspondence
A-20 Prepare content appropriate, grammatical correct, and professional formatted correspondence

GOAL B: Perform factual and legal research

Learning Outcomes: Students will be able to:
B-1 Develop and execute a research plan to locate primary and secondary authority relevant to a particular legal issue

GOAL C: Perform all delegated functions in conformity with the legal and ethical principles regulating the legal services industry

Learning Outcomes: Students will be able to:
C-1 Describe how personal prejudices, beliefs, and biases may impair the objectivity required in legal analysis
C-2 Explain the ethical obligation to provide competent in the context of legal writing

GOAL D: Organize and maintain printed and electronic information related to multiple ongoing interests through effective prioritization and time management

Learning Outcomes: Students will be able to:
D-1 Demonstrate time management by completing multiple, ongoing assignments involving multiple drafts/submissions
D-2 Create word processing documents that are logical, organized, and have a professional appearance
D-3 Manage multiple electronic files and upload into Blackboard as directed

GOAL E: Interact professionally and cooperatively with a service orientation toward co-workers, clients, and vendors.

Learning Outcomes: Students will be able to:
E-1 Recognize areas of confusion or uncertainty related to course content and seek appropriate clarification and assistance
E-2 Reflect on their understanding of course content and identify resources for enhancing skills