Week 1

Class 1 – Tu 8/19
Introduction and overview
IRAC - case
The Office Memorandum – objective writing
Primary & secondary authority
**Homework:** Obtain Westlaw ID and log on to class TWEN page
Work on case brief & single case analysis
*Shapo*, 163-167; chapter 10; 499-515

Class 2 – F 8/22
Single case analysis
Critical reading
Comparisons and comparison sentences
**Homework:** *Shapo*, chapter 4

Week 2

Class 3 – T 8/26
Analysis and synthesis of case law
Discussion section – large scale organization
**Homework:** *Shapo*, chapters 5 & 8

Class 4 – F 8/29
Discussion section – small scale organization

Week 3

Class 5 – T 9/2
Introduction to research: court decisions and reporters; statutes and codes
**Homework:** *Shapo*, chapters 6 & 9

Class 6 – F 9/5
Closed universe assignment
Small scale organization continued
Analysis and synthesis of case law
Predicting an outcome
Thesis paragraph

Class 7 – T 9/9
Primary Sources - Review
Secondary sources: encyclopedias; ALR; treatises; legal periodicals
**Homework:** Do exercise 3.2 in *Sloan* (pp 41-48)
Do exercise 3.3, problem set F in *Sloan* (pp 49-51)
**BOTH exercises due class 9 – T 9/16**
For ALL research assignments, use ONLY WestlawNext AND Lexis Advance. Omit questions dealing only with Westlaw classic or Lexis classic.

Class 8 - F 9/12
Digests, Shepard’s, KeyCite

Homework: Do exercise 4.2 in Sloan (pp 61-68), problem set O (Pennsylvania)
Do exercise 4.3 in Sloan (pp 69-71), problem set O (Pennsylvania)
Use either WestlawNext OR Lexis Advance
Do exercise 5.1 in Sloan (pp 73-80)
ALL exercises 4.2, 4.3 & 5.1 due class 10 - F 9/19

Class 9 – T 9/16
Exercises 3.2 & 3.3 due
Statutes, Codes

Homework: Do exercise 6.2 in Sloan (pp 97-105)
Do exercise 6.3 in Sloan (pp 107-110), problem set K (New York)
Use either WestlawNext OR Lexis Advance
BOTH exercises due class 11- T 9/23
Read Shapo, pp 166-188

Class 10 –F 9/19
Exercises 4.2, 4.3 & 5.1 due
CLOSED UNIVERSE PARTIAL DRAFT DUE
Question Presented; Brief Answer; Conclusion; Statement of Facts
Homework: Shapo, chapter 3

Class 11 – T 9/23
Exercises 6.2 & 6.3 due
Statutory Analysis

Class 12 – W 9/24 (Follows a Friday schedule)
Research review and reminders
Homework: Shapo, chapter 12

Class 13 – T 9/30
Exercise 6.2 & 6.3 due
Return partial draft – comments
Interviewing; memo to the file

Class 14 – T 10/3
Interviewing

Class 15 – T 10/7
CLOSED UNIVERSE ASSIGNMENT DUE
Review of sections of the memo
Review of case analysis/small scale organization
Homework: Shapo, pp 28-37; 519-539
Bring Bluebook to class

Class 16 – W 10/8 (Follows a Friday Schedule)
Organizing research
Homework: Bring Bluebook to class; Shapo. 28-37; 519-539
Class 17 – W 10/15 (Follows a Friday Schedule)
OPEN UNIVERSE ASSIGNMENT DISTRIBUTED
(DUE CLASS 26 - F 11/21)
Citation form
Homework: Bring Bluebook to class

Class 18 – T 10/21
Return closed universe assignment – comments
Citation

Class 19 – T 10/28
Discuss final memo problem
Memorandum sections review
Citation review

Class 20 – F 10/31
Memorandum sections review
Citation review

Class 21 – Tu 11/4
Legal memorandum sections review
Editing your work
Homework: Work on Final memorandum of law

Class 22 – F 11/7 – No LP CLASS – Conferences - (all students MUST bring 2 copies of partial draft of Final Memo) – sign up for time slot on TWEN page

Class 23 – T 11/11 - No LP CLASS – Conferences - (all students MUST bring 2 copies of partial draft of Final Memo) – sign up for time slot on TWEN page

Class 24 – F 11/14
Tying up loose ends
Review Citation form
Review – Questions and Answers
Homework: Work on Final Memorandum

Class 25 – Tu 11/18
Tying up loose ends
Review – Questions and Answers
Review - Citation form
Homework: Complete Final Memorandum

Class 26 – F 11/21
FINAL MEMORANDUM OF LAW DUE
Research Review

Class 27 – Tu 12/2
Research Review

Class 28 – W 12/3 - **RESEARCH EXAM 3:30-4:30 (room TBA)**
Class 29 – Bainbridge Moot Court finals Wednesday, 10/1 at 3:45 – Auditorium – **MANDATORY ATTENDANCE** This counts as a class

**ADDITIONAL RULES, STANDARDS & INFORMATION:**

- Any additional assignments and modifications to this syllabus will be announced in class and/or posted on our class TWEN page. It is your responsibility to check TWEN regularly for any updates.

- Instant messaging, e-mailing, text messaging and telephone use while in class is not permitted and will therefore not be tolerated. Any violation of this policy is subject to penalties that may adversely affect your grade.

- Assignments other than the Final Memorandum of Law and Research exam are graded as Pass/Fail. If an assignment is not completed, it will receive an “F.”
- All assignments must be handed in on time. Any violation of this policy is subject to penalties that may adversely affect your grade.
- All written assignments, except for the McKinney research assignments, must be typed, double-spaced with one-inch margins on all sides and must conform to the specified page limitation given. All pages must be numbered at the bottom.

- All course materials, including my spoken words, are copyrighted and may not be used in another forum without my permission.

**REQUIRED TEXTS:**

*Writing and Analysis in the Law, Sixth Edition*
Helene Shapo, Elizabeth Fajans, Marilyn R. Walter

*Basic Legal Research Workbook, 4th Edition*
Sloan and Schwinn

*The Bluebook – A Uniform System of Citation, 19th Edition*