

Paralegal  Course Outlines

TITLE: Legal Research and Writing II
(PARA 251)

- OBJECTIVES:
1. To learn legal analysis through the use of hypothetical case studies and exercises.
 2. To formulate and find possible resolutions and legal issues.
 3. To learn the process of applying statutory and case law to hypothetical cases.
 4. To learn to write a memorandum of law.
 5. To increase basic writing skills.

CREDITS: 3 Semester credit hours

INSTRUCTION: Lecture; group work; library work

EVALUATION: Tests; legal analysis projects; legal memoranda which are thoroughly critiqued

OUTLINE:

<u>Week</u>		<u>Time</u>
1:	Introduction to course Review of PARA 250 final exam Introduction to case briefing: Identifying the parties Assignment: case briefs	2.5 hours
2:	Identifying objectives and theories of parties Identifying the history of the litigation Assignment: case briefs	2.5 hours
3:	Identifying key facts Identifying issues and holdings Assignment: case briefs	2.5 hours
4:	Identifying the reasoning	

	Identifying the disposition Assignment: case briefs	2.5 hours
5:	Composite brief Fact comparisons and application Rule of law comparison and application Assignment: case analysis focusing on facts and rules of law	2.5 hours
6:	Review Test #1	2.5 hours
7:	Factors determining comprehensiveness of case analysis Primary and secondary authority – use and abuse in legal writing Using and abusing legislative history in legal writing	2.5 hours
8:	Writing the memorandum of law Research memos assigned	2.5 hours
9:	Clarity in legal writing Writing exercises	2.5 hours
10:	Back to basics: mechanics of writing, grammar, spelling, and punctuation Strategies for effective writing Assignment: rough draft of memos due	2.5 hours
11:	Discussion of memo rough drafts	2.5 hours
12:	Legal memoranda Work on memos	2.5 hours
13:	Citation exercises Final draft of memos due Second memo project assigned	2.5 hours
14:	Westlaw Work on memos – issues and statement of facts	2.5 hours
15:	Work on memos – analysis	2.5 hours

16: Final memos due
Overview and summary of research and
writing process

2.5 hours