

Paralegal  Course Outlines

TITLE: Criminal Litigation
(PARA 420)

DESCRIPTION: A practice-oriented study of the procedures, documents, and techniques in criminal law cases. Emphasis on the preparation, organization, and management of criminal litigation documents and materials; discovery; interviewing and investigation; trial preparation; assistance at trial and other proceedings; and post-conviction relief.
Prerequisite: PARA 340, CJ 335

CREDITS: 3 semester credit hours

- OBJECTIVES:**
1. A practice-oriented study of the procedures, documents, and techniques in criminal law cases.
 2. Emphasis on the preparation, organization, and management of criminal litigation documents and materials; discovery; interviewing and investigation; trial preparation; assistance at trial and other proceedings; and post-conviction relief.

INSTRUCTION: Lecture; guest speakers.

EVALUATION: Tests; final comprehensive exam; paper

OUTLINE:

	<u>Time</u>
I. The nature of crime, the elements of specific crimes, and recurring constitutional issues in criminal law.	3 hours
II. The organization of the criminal justice system, including the “actors.”	3 hours
III. Role of the paralegal in criminal litigation, including legal ethical considerations.	3 hours
IV. Evidentiary considerations in criminal litigation:	3 hours
i. Classifications of evidence	
ii. Review of selected rules of evidence	
iii. Obtaining and preserving evidence	
iv. Preparing demonstrative evidence and exhibits	
v. Admitting evidence	
vi. Exclusionary rules unique to criminal law	

	vii. Search and seizure	
V.	Interrogation of suspects	3 hours
VI.	Interviewing and investigation	3 hours
	i. Witness	
	ii. Crime scenes	
	iii. Records and other sources	
	iv. Formal rules and techniques of discovery	
VII.	Arraignments and other pre-trial proceedings, e.g., motions	3 hours
VIII.	Plea bargaining	3 hours
IX.	Defendant's rights and defenses, pre-trial and at trial	3 hours
X.	Victim's rights, pre-trial, trial, and sentencing	3 hours
XI.	Trial procedure	3 hours
XII.	Sentencing	3 hours
XIII.	Post-conviction relief	3 hours
XIV.	Drafting complaints, affidavits, and indictments	3 hours
XV.	Drafting pre-trial motions and preparing trial notebook	3 hours