

LEGAL STUDIES 248: ADVANCED RESEARCH & WRITING

FALL 2015 COURSE OUTLINE

Ticket No. 10407

Santa Ana College
Room A-226

Tuesday 7:00 p.m.

Instructor

James C. Harman, Assistant County Counsel
Email: harman_james@sac.edu

Required Textbooks

Putman & Albright, Legal Research, Analysis & Writing (3d. ed. 2014)

Jessen, California Style Manual (4th ed. 2000)

Course Description

Advanced projects in legal research and writing.
Emphasis on legal form and style.

Student Learning Outcomes

Students will demonstrate an understanding of the court's analytical approach to law as applied to facts. Students will think logically in solving problems, explaining their conclusions, and evaluating the analysis of others.

Class Schedule

SESSION ONE

August 25, 2015: Course introduction. Review of analytical principles and legal standards.

Assignment: Read Chapters 9 and 14. Assignment 1. No class February 16.

SESSION TWO

September 1, 2015: Assignment 1 due. Citation format. Identifying key facts in legal analysis.

Assignment: Read Chapter 10. Written Assignment 2.

SESSION THREE

September 8, 2015: Quiz #1. Assignment 2 due. Identifying the issue in legal analysis.

Assignment: Read Chapters 11 and 15. Assignment 3.

SESSION FOUR

September 15, 2015: Assignment 3 due. Stating the issue. Brief discussion of legal writing process.

Assignment: Read Chapter 12. Assignment 4.

SESSION FIVE

September 22, 2015: Quiz # 2. Assignment 4 due. Case law analysis.

Assignment: Reach Chapter 13. Assignment 5.

SESSION SIX

September 29, 2015: Assignment 5 due. Counteranalysis. Review of past lessons.

Assignment: Prepare for Midterm Exam.

SESSION SEVEN

October 6, 2015: Midterm Exam. Fundamentals of legal writing.

Assignment: Assignment 6. Re-read Chapters 14 and 15.

SESSION EIGHT

October 13, 2015: Assignment 6 due. Discussion of legal writing process.

Assignment: Read Chapter 16. Assignment 7.

SESSION NINE

October 20, 2015: Assignment 7 due. Legal memorandum, writing issues and facts.

Assignment: Read Chapter 17. Assignment 8.

SESSION TEN

October 27, 2015: Quiz # 3. Assignment 8 due. Legal memorandum, writing analysis & conclusion.

Assignment: Read Chapter 18. Assignment 9.

SESSION ELEVEN

November 3, 2015: Assignment 9 due. Discussion on points & authorities, writing briefs.

Assignment: Read Chapter 19. Assignment 10.

SESSION TWELVE

November 10, 2015: Assignment 10 due. Continued discussion on points & authorities, writing briefs.

Assignment: Assignment 11.

SESSION THIRTEEN

November 17, 2015: Quiz # 4. Assignment 11 due. Legal correspondence.

Assignment: Assignment 12, rough draft due November 24..

SESSION FOURTEEN

November 24, 2015: Rough draft of Assignment 12 due. Legal correspondence.

Assignment: Enjoy your Thanksgiving weekend.

SESSION FIFTEEN

December 1, 2015: Putting it all together.

Assignment: Finish Assignment 12, due December 8. Complete binders. Prepare for Final Examination.

SESSION SIXTEEN

December 8, 2015: Written Assignment 12 and course binders due. Final Examination.

Class Requirements

GRADES

Your final grade will be based on your point total on the following:

- Assignments = 50%
- Quizzes = 10%
- Midterm = 15%
- Final = 25%

Each student will be given a letter grade for the course. The letter grades will be determined as follows: 100%-90% = A, 89%-80% = B, 79%-70% = C, 69%-60% = D, 59% and below = F.

BLACKBOARD AND COMPUTER USE

Assignments and class information can be accessed at <http://rsccd.blackboard.com>. Students who are officially enrolled in the class have access to the class Blackboard web page. Students are expected to monitor the class Blackboard page for announcements and to access course materials. In addition, each student is expected to adhere to the Standards of Conduct for Computer Classrooms and Computer Labs.

CODE OF CONDUCT

Cheating and other unethical behavior will not be tolerated. Each student shall adhere to the school's Academic Honesty Policy:

Students at Santa Ana College are expected to be honest and forthright in their academic endeavors. To falsify the results of one's research, to steal the words or ideas of another, or to cheat on an examination, corrupts the essential process by which knowledge is advanced. Academic dishonesty is seen as an intentional act of fraud, in which a student seeks to claim credit for the work or efforts of another without authorization, or uses unauthorized materials or fabricated information in any academic exercise. As institutions, we also consider academic dishonesty to include forgery of academic documents, intentionally impeding or damaging the academic work of others, assisting other students in acts of dishonesty or coercing students into acts of dishonesty.

In cases where a violation of academic honesty is discovered, the faculty member is encouraged to file an "Academic Misconduct Incident Report" form and distribute the form to the appropriate offices listed.

There are two categories of sanctions: Limited and College-wide. Limited sanctions include an academic action such as assigning a lower grade or a grade of 'F' for the assignment, project, or test. College-wide sanctions include any sanction that will affect a student's standing with the college-at-large, up to and including suspension or expulsion from the college.

ATTENDANCE AND ADD/DROP

Please attend each class and pay attention to add/drop deadlines. The school's policy on attendance is as follows:

It is the student's responsibility to withdraw officially from a course.

Stop attending does not constitute a withdrawal. However, because of enrollment demands a student may be dropped by the instructor when not appearing at the first class meeting.

A student may be dropped for excessive absences when the total hours of absences exceed 10% of the total scheduled hours of the class.

Under extenuating circumstances, a student may be reinstated by the instructor.

STUDENTS WITH DISABILITIES

Santa Ana College and the instructor are committed to providing reasonable accommodations to students with disabilities. If a student has a disability that may impact his or her ability to succeed in the course, the student is encouraged to speak with the instructor as soon as possible. The student should also contact Disabled Student Programs & Services in Room U-103 (Phone (714) 564-6264) so that we can coordinate reasonable accommodations as soon as possible. It is the responsibility of the student to inform the instructor of any special needs in a timely manner.

ADDITIONAL GUIDELINES

- Be professional. Assignments must be turned in one time. Show up to class on time. Be courteous and respectful to the instructor, school staff, and your fellow students.
- Discussion of legal issues can be passionate and personal. Each student should be safe and free to express his or her opinion without bullying or harassment. Please participate in such discussions respectfully with a desire to understand and learn rather than condemn.
- Do not use your cell phone during class. Cell phones must be on silent mode and out of sight.
- Students must keep copies of all materials for the course, in particular materials returned to the student after grading. Students must keep all materials until the posting of final grades.

- The instructor is an attorney. He is not any student's attorney. The instructor's role at Santa Ana College is exclusively as an instructor. Instruction, thoughts, and opinions he shares will be performed in his role as an instructor. Nothing the instructor says constitutes or should be construed as creating an attorney-client relationship.

CONTACTING THE INSTRUCTOR

Please do not hesitate to contact the instructor if you have a question, concern, or if you would like to meet at school to discuss the course. He can be reached by email at:
harman_james@sac.edu