



<b>CLASS NUMBER AND NAME:</b>	<b>PLN340L ADVANCED LEGAL RESEARCH AND WRITING LAB</b>
<b>TOTAL CLOCK HOURS/UNITS:</b>	24 hours/1 Unit
<b>PREREQUISITES:</b>	PLN310B Writing for the Legal Professional II, PLN31BL Writing for the Legal Professional II Lab
<b>TEXT AND MATERIALS:</b>	<i>Legal Research, Analysis, and Writing</i> (5th Ed. 2015) Joanne Banker Hames, Yvonne Ekern (ISBN 9780135109441); <i>California Style Manual</i> (4th Ed. 2000). Edward W. Jessen. West Group Publishers, Inc. (ISBN 314233709); <i>Black's Law Dictionary</i> (5th Ed. 2016) Brian A. Garner. Thompson West Publishing Company. (ISBN 9780314275448) <i>California Civil Litigation</i> . (5 <sup>th</sup> ed. 2012) Burnett Luten, Cengage. (ISBN 9781428318458) Plus all resources utilized throughout the paralegal program including on-line legal research (Lexis).
<b>CLASS DESCRIPTION:</b>	This course is an hour of lab time provided to give students the time to prepare assignments given in PLN340A, including legal research project, preparation of legal documents assigned, work on the law library, and work using on-line legal resources. The instructor will be present to provide students with assistance and to provide additional explanations as needed.
<b>CLASS OBJECTIVES:</b>	To give students the ability to research a variety of legal issues and to prepare motions. To educate students in the use of critical thinking in the research and writing process.
<b>REQUIREMENTS:</b>	This is an approximate schedule and is subject to change at the instructor's discretion. The student is responsible for any missed information and handouts due to absences. Homework includes familiarizing yourself to the Calendar and Syllabus, textbook reading assignments, and study guide homework plus diagrams, flashcards, and practice tests all when appropriate to augment learning. The time spent in preparation for or reflection on course lecture will approximate two hours outside of class for each lecture credit hour utilized by the instructor in delivery of the materials and ¼ hour outside of class for each hour of structured lab time.
<b>CLASS FORMAT OVERVIEW:</b>	One hour of lab time will be provided to allow students the necessary time in which to prepare assignments. The instructor will be present to answer questions, assist with problems and provide explanations as needed.
<b>ATTENDANCE- PROFESSIONALISM:</b>	Advanced Legal Research and Writing is an intensive class requiring attendance and continual participation.  It is critical to the student's success to attend class every day. The student's presence for the entire hour is an important demonstration of the concept of professional demeanor and shows respect for the class. Therefore, students will only be marked present when they arrive on time and remain for the entire class

session. A student must be present for 80 percent of the class, or she or he will be asked to leave the class and will receive a failing grade in the class.

## **GRADING POLICIES:**

The student must complete all assigned exercises and coursework. **No late work will be accepted in this class. The student must turn in work by the deadlines given on the outline for PLN340A or she/he will receive a "0" on the assignment.**

Weighting of grades is as follows:

100% Homework, Quizzes and Final Exam or Written Papers  
Points subtracted for absences

There are two major projects each worth 500 points for a total of 1,000 points. There are two team projects each worth 200 points for a total of 400 points. Errors are worth minus 5 - 30 points. This includes, but is not limited to grammar, spelling, punctuation, format, content, proper citation, and failure to use adequate legal points. The grading scale for the projects is as follows:

1,000-900 points	= A
899-800 points	= B
799-700 points	= C
699-650 points	= D
649 and below	= F

Points will be taken off of the student grade for the team project every time a student is not in class on the hour or before.

## **FINAL GRADE:**

The final grade is a letter grade based upon completing all assignments, attendance, and professionalism in the classroom. Additional written assignments based on chapter readings in assigned texts will be included as part of the student's grade. Fifty points may be deducted from the final grade if the student is excessively absent without excuse from the instructor, or does not meet and confer with the instructor or otherwise participate in class.

## **ANTICIPATED LEARNING OUTCOMES:**

Upon completion of this course the student will be able to:

1. Locate, analyze, and brief California cases using an IRAC model of briefing as necessary for preparation of motions.
2. Properly use secondary legal sources to assist in preparation of motions.
3. Research and prepare two motions (Notice, Memorandum of Points and Authorities, Declaration in Support w/exhibits, Meet and Confer Declaration, Proposed Order, Notice of Entry of Order).
4. Be capable of legal reasoning.
5. Be capable of interactive and integrated thinking.

6. Know how to search through legal authorities and identify authority relevant to a legal question and properly cite legal authority.
7. Be able to Shepardize cases utilizing Lexis.