



- CLASS NUMBER AND NAME:** PLN340A ADVANCED LEGAL RESEARCH AND WRITING
- TOTAL CLOCK HOURS/UNITS:** 24 hours/2 Units
- PREREQUISITES:** PLN310B and L (Legal Writing II)
- TEXT AND MATERIALS:** *Legal Research, Analysis, and Writing* (5th Ed. 2015) Joanne Banker Hames, Yvonne Ekern (ISBN 9780135109441); *California Style Manual* (4th Ed. 2000). Edward W. Jessen. West Group Publishers, Inc. (ISBN 314233709); *Black's Law Dictionary* (4th Ed. 2011) Brian A. Garner. Thompson West Publishing Company. (ISBN 9780314275448) *California Civil Litigation*. (5th ed. 2012) Burnett Luten, Cengage. (ISBN 9781428318458) Plus all resources utilized throughout the paralegal program including on-line legal research (Lexis).
- CLASS DESCRIPTION:** The student will learn to how to perform complex legal research utilizing the tools introduced in PLN240A and L and PLN240B. Lab time will be provided to allow students the necessary time in which to utilize the law library and Lexis for the drafting of their legal documents.
- CLASS OBJECTIVES:** 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.
- REQUIREMENTS:** 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.
- CLASS FORMAT OVERVIEW:** Time is spent in the classroom for lecture, assignment overview, and individual assignment review with instructor. Thereafter the class will go to the library or the computer room for the students to draft and prepare their research and writing. The instructor is present for questions, problems and explanations.
- 1 hour lab time will be provided to allow students the necessary time in which to utilize the law library and on-line legal research for the research and writing projects. The instructor is present to answer questions and for review of student work product.
- ATTENDANCE-
PROFESSIONALISM:** 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 work submitted to the instructor will be evaluated according to the specified requirements of the assigned work and accuracy of the production. Students must complete all assignments in order to pass.

No late homework assignments will be accepted by the instructor. The attached course outline provides points available and homework policies.

Weighting of grades is as follows:

100% Homework, Final Exams 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 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 and two team 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.

PL340A/L ADVANCED LEGAL RESEARCH & WRITING & LAB OUTLINE

Week	Schedule Six-Week Module
One	<p>Lecture/Overview of class - How to Prepare Motions</p> <p>HW:READ <i>Legal Research, Analysis, and Writing</i>, Ch. 14 and Answer <u>Questions for Review</u> Nos. 3, 4, 5, 6, 7 DUE: _____ (100 points)</p> <p>READ AND REVIEW <i>California Civil Litigation Ch. 21</i> Assignments/Handouts: PROJECT ONE MOTION (500 points)</p> <p>TEAM PROJECT I: MOTION (200 points)</p>
Two	<p>Lecture/Preparation of Motions/Motion Practice</p> <p>HW:READ <i>Legal Research, Analysis, and Writing</i>, Ch. 15 and Answer <u>Questions for Review</u> Nos. 1, 2, 5, 6, 7, 8 DUE: _____ WEEK THREE (100 points)</p> <p>READ AND REVIEW <i>California Civil Litigation Ch. 22</i></p> <p>Continue working on Team Project I</p> <p>LAB: CONTINUE WORKING ON PROJECT ONE - REVIEW DRAFT ON _____</p>
Three	<p>HW: Review class handouts, work on projects and correct drafts PROJECT ONE FINAL MOTION DUE _____</p> <p>TEAM PROJECT: MOTION Due _____</p>
Four	<p>HW: Review class handouts, work on projects and correct drafts PROJECT TWO - BEGIN MOTION TO COMPEL (500 points)</p>
Five and Six	<p>HW: Review class handouts, work on projects and correct drafts LAB - CONTINUE WORKING ON MOTION TO COMPEL - REVIEW DRAFT BY _____</p> <p>TEAM PROJECT II: MOTION Due _____</p>

The instructor reserves the right to reconfigure the above with prior notice to the class. The class objectives will be met regardless of deviation from this outline.

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.