SYLLABUS

U.S. LEGAL RESEARCH, ANALYSIS, AND WRITING

LAWG 844 19

Course Description: This class introduces foreign-education LL.M. students to U.S. legal resources, research methods, and analytical paradigms. The goals for this class are three-fold: (1) to gain an appreciation of the relative roles that federal and state law play in the U.S. legal system, (2) to learn how to conduct basic legal research, primarily using online tools, and (3) to establish a writing process to evaluate and construct common law arguments. Throughout the semester, students will be asked to perform a series of discrete legal assignments designed to mimic the representation of a client in the context of a U.S. legal practice. Students will be asked to analyze the client’s legal position, perform individual legal research, and write a legal memorandum that will address the client’s concern. In addition, students will give oral presentations of their research findings. Students will receive feedback on both their written and oral work.

Course No.: LAWG 844 19

Total Credits: 2 credit hours

Instructor: Julie Saltman
U.S. Department of Justice, Civil Division
Trial Attorney

Quarter: Fall 2016

Day and Time: Tuesday, 5:45 pm to 7:45 pm

Classroom: Hotung 6005

Textbook: United States Legal Discourse: Legal English for Foreign LLMs, By Craig Hoffman and Andrea Tyler

Class Attendance: Pursuant to the 2015-16 Student Handbook of Academic Policies, “[r]egular and punctual attendance at all class sessions is required of each student. Student participation is expected in all courses. A student who, even though registered for a course, has not regularly attended, participated, or otherwise met class requirements may be subject to any of the following, at the professor’s option:

• The student may be withdrawn.
• The student may be excluded from attending class sessions.
• The student may be excluded from sitting for a final examination or submitting a final paper (with the same consequences as a failure to appear for a final examination or submit a final paper).
• The student may receive a lowered or failing grade in the course.”

Absent extraordi\nary circumstances, if you miss more than 4 classes or do not complete assignments in a timely and satisfactory manner, you will be deemed withdrawn from the class.

Grade: Grades for this class will be awarded using the High Pass/Pass/Fail metric. Your final grade will be based on the final legal memorandum you submit. Class participation will be rewarded but will not factor negatively into your final grade.

Office Hours and Email: I do not have an office on campus and therefore do not have regular office hours. However, I encourage you to contact me by email if you have any questions. If you would like to meet with me in person, a meeting can be arranged at mutually agreeable time before or after class.
TOPICS AND ASSIGNMENTS FOR EACH CLASS

UNIT ONE: INTRODUCTION TO U.S. LEGAL DISCOURSE

WEEK 1  
Tuesday, August 30

Topics:  
Introduction to the U.S. Legal System; Legal English v. Legal Discourse

Assignment Due Today:  
Read *United States Legal Discourse: An Introduction to Legal English for Foreign LL.M. Students (Textbook)*, Chapter 1, including the following accompanying texts, which are indicated in the Chapter:

- U.S. Constitution, Article III
- 28 U.S.C.A. 1652
- Critical Reading Guidelines
- The Common Law Rubric

Assignment for Next Class:  
Read *Textbook*, Chapter 2, including the following accompanying text, which is indicated in the Chapter:

- (Law Review Article) Exit Consents in Sovereign Bond Exchanges
- Email from Partner
- Urbania Bond Clauses
- Using the Common Law Rubric

WEEK 2  
Tuesday, September 6

Topics:  
Common Law Argumentation; Relationship between Federal and State Law; Analyzing and Creating a Client Intake Memo

Assignment Due Today:  
Read *Textbook*, Chapter 2 with accompanying texts

Assignment for Next Class:  
Post Client Intake Memo to the Assignment Drop Box by 9:00 p.m. on Friday, September 9, 2016

Read *Textbook*, Chapter 3 and Writing a Student Article
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<th>WEEK 3</th>
<th>Tuesday, September 13</th>
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<tbody>
<tr>
<td>Topics:</td>
<td>Scholarly Discourse about the Law</td>
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<tr>
<td>Assignment Due Today:</td>
<td>Client Intake Memo, submitted to Canvas; Read Textbook, Chapter 3</td>
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<td>Assignment for Next Class:</td>
<td>Read Textbook, Chapter 4; Read Georgetown Law Plagiarism Policy</td>
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<th>WEEK 4</th>
<th>Tuesday, September 20</th>
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<tr>
<td>Topics:</td>
<td>Judicial Discourse as the Law; Proper Attribution</td>
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<tr>
<td>Assignment Due Today:</td>
<td>Read Textbook, Chapter 4; Georgetown Law Plagiarism Policy</td>
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<td>Assignment for Next Class:</td>
<td>Close Reading of Cases (Geren; Katz; Metropolitan Life Ins. Co.; and Van Gemert)</td>
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<th>WEEK 5</th>
<th>Tuesday, September 27</th>
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<tr>
<td>Topics:</td>
<td>Making Legal Arguments Using Prior Cases as Support; Introduction to Online Legal Research</td>
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<tr>
<td>Assignment Due Today:</td>
<td>Close Reading of Cases</td>
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<td>Assignment for Next Class:</td>
<td>Read Textbook, Chapter 5</td>
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<tr>
<th>WEEK 6</th>
<th>Tuesday, October 4</th>
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<tr>
<td>Topics:</td>
<td>Law Firm Discourse Predicting a Likely Legal Outcome</td>
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<tr>
<td>Assignment Due Today:</td>
<td>Read Textbook, Chapter 5</td>
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<tr>
<td>Assignment for Next Class:</td>
<td>Close Reading Exercise due at 9:00 p.m. on Friday, October 14.</td>
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| WEEK 7                      | Tuesday, October 11    |
Topics: No class this week. Monday classes meet on Tuesday.

**WEEK 8**

**Tuesday, October 18**

**Topics:** Beginning the Case: Writing the Client Intake Memo

**Assignment Due Today:** Close Reading Exercise due October 14.

**Assignment for Next Class:** Write a Client Intake Memo and post it to the Assignment Drop Box by 9:00 p.m. on Friday, October 21.

**UNIT TWO: WRITING THE MEMORANDUM**

**WEEK 9**

**Tuesday, October 25**

**Topics:** Understanding the Law: Writing the Legal Summary

**Assignment Due Today:** Client Intake Memo; Read Statutes and Cases in Course Materials

**Assignment for Next Class:** Write a short summary of the law as it applies to your client’s case and post it to the Assignment Drop Box by 9:00 p.m. on Friday, October 28.

Review *United States Legal Discourse*: Chapter 5

**WEEK 10**

**Tuesday, November 1**

**Topics:** Organizing your Arguments: Writing a First Draft

**Assignment Due Today:** Review *United States Legal Discourse*: Chapter 5

**Assignment for Next Week:** Write a First Draft of your Legal Memorandum and post it to the Assignment Drop Box by 9:00 p.m. on Friday, November 4, 2016.

**Please bring a hard copy of your First Draft to class with you on November 15, 2016.**
WEEK 11  
Tuesday, November 8

Topics:  
No Class. Individual Conferences

Please bring a hard copy of your First Draft to class with you on November 15, 2016.

WEEK 12  
Tuesday, November 15

Topics:  
Building a Reader-Based Document

Assignment Due Today:  Please bring a hard copy of your First Draft to class with you on November 15.

WEEK 13  
Tuesday, November 22

Topics:  
Making Concise Oral Arguments: Presenting your Analysis

Assignment Due Today:  Oral Presentations

Assignment for Next Week:  Re-write your First Draft and post your Final Draft to the Assignment Drop Box by 9:00 p.m. on Friday, November 25, 2016.

Assignment for Next Week:  Oral Presentations

WEEK 14  
Tuesday, November 29

Topics:  
Final thoughts

Please bring a Hard Copy of your Final Draft to Class with you on November 29, 2016.