RESEARCH CLASS SCHEDULE AND ASSIGNMENTS

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BASIC ELEMENTS OF THIS CLASS:

1. Sign-up sheets for the three small group sessions and the exercises for those sessions will be on the Legal Research TWEN page for this class. (The exercises will also be available on e-reserves.) It is your responsibility to sign-up for these sessions in a timely manner. (The password for the TWEN page is bamlr.)

2. You must attend one session for EACH of the three small group sessions AS WELL AS the lecture on online research:

   The small group sessions for case research will be held MONDAY, AUGUST 22 through THURSDAY, SEPTEMBER 1.

   The small group sessions for statutes will be held TUESDAY, SEPTEMBER 6 through MONDAY, SEPTEMBER 19.

   The small group sessions for secondary sources will be held TUESDAY, SEPTEMBER 20 through MONDAY, OCTOBER 3.

   The lectures on online research will be held on WEDNESDAY and THURSDAY, OCTOBER 12 and 13.

   You must attend one of these sessions. (See the schedule below.)

3. The answer sheets for all exercises will be due at the beginning of the related small group session or, in the case of the online research exercise, on 10/20.

4. Announcements regarding changes in the schedule or adjustments to the exercises will be made through the law school’s email system. It is your responsibility to check your email. In the unlikely event that your law school email account isn’t working, it is your responsibility to check with the law school technology department.

RESEARCH CLASSES: You are expected to complete the readings and assignments noted below before your group meets. During the small group meetings, you will conduct additional research. At the end of these meetings, you will be required to submit a research log for your group to the instructor conducting your meeting. For the last research classes, you will meet with the designated instructor in the designated room with your Legal Writing section.

CLASS ATTENDANCE: You are expected to attend all three small group meetings and the research class. Please notify one of the instructors if you will be unable to attend any group meeting or class. If you must miss a small group meeting, it is your responsibility to notify the instructors and to suggest an alternate group meeting time.

Other 1L professors may schedule optional classes throughout the semester. There are enough small group research sessions available to prevent conflicts with these optional classes. It is your responsibility to schedule the small group sessions in a timely manner so that potential conflicts do not arise. If you have an unavoidable conflict, you should contact Robert Marshall.
RESEARCH EXERCISES: You must satisfactorily complete all research exercises to receive credit for Legal Research and Writing this semester. An instructor may, at his discretion, offer a student who scores poorly on an exercise the opportunity to redo the work or to complete an additional assignment.

The research instructors also reserve the right to refuse to grade an assignment that demonstrates inadequate work, such as leaving questions unanswered or providing answers that reflect a lack of serious application. Points will also be deducted for late assignments.

Your answers to all research exercises must be typed and submitted at the times designated below. Any book used in the completion of an assignment must be reshelved in its correct place immediately after use.

You must retain a copy of your answers until a graded copy is returned.

COLLABORATION: You may not collaborate on any research exercise or assignment other than as directed during the small group meetings. (You are, however, allowed to talk to one of the research teachers or other law library staff.) Copying any portion of another student's work and handing it in as your own is plagiarism and is a violation of the Honor Code. Similarly, students who divide up research assignments, including small group exercise assignments, are violating the Honor Code. If you witness these activities and do not report them, you are also violating the Honor Code. You will be required to sign an oath for each research assignment, confirming that you have complied with this policy.

Class Schedule and Assignments

TOPIC 1 — CASE RESEARCH

SMALL GROUPS WILL MEET FROM MONDAY, AUGUST 22 THROUGH THURSDAY, SEPTEMBER 1. SIGN-UP SHEETS WILL BE AVAILABLE ON TWEN.

To Prepare for your Meeting:
1. Read Sloan Chapter 4.
2. Complete the Reporters & Digests Research Exercises. These exercises will be available on the Legal Research TWEN page and on e-reserves. You must complete these exercises on your own. If you need assistance, contact a research instructor. Exercises must be printed and turned in at the beginning of your small group meeting.
3. Print and sign the Oath for the Research Exercises. You will turn in your Oath with your exercises at the beginning of your small group meeting.
4. Turn in the New Student Checklist that you received during orientation at the beginning of your small group section.

TOPIC 2 — STATUTES

SMALL GROUPS WILL MEET FROM TUESDAY, SEPTEMBER 6 THROUGH MONDAY, SEPTEMBER 19. SIGN-UP SHEETS WILL BE AVAILABLE ON TWEN

To Prepare for your Meeting:
1. Read Sloan: Chapter 6 (pp. 157-198).
2. Complete the Statutes Research Exercises. These exercises will be available on the Legal Research TWEN page and on e-reserves. You must complete these exercises on your own. If you need assistance, contact a research instructor. Exercises must be printed and turned in at the beginning of your small group meeting.
3. Print and sign the Oath for the Research Exercises. You will turn in your Oath with your exercises at the beginning of your small group meeting.

**TOPIC 3 – SECONDARY SOURCES I**

**SMALL GROUPS WILL MEET FROM TUESDAY, SEPTEMBER 20 THROUGH MONDAY, OCTOBER 3. SIGN-UP SHEETS WILL BE AVAILABLE ON TWEN**

**To Prepare for your Meeting:**

1. Read Sloan: Chapter 5 (pp. 129-156 on citators); Chapter 3 (pp. 29-75 on secondary sources); Chapter 9 (pp. 259-268 on subject matter services); Chapter 10 (pp. 269-304 on electronic research).

2. Complete the Secondary Sources Research Exercises. These exercises will be available on the Legal Research TWEN page and on e-reserves. You must complete these exercises on your own. If you need assistance, contact a research instructor. Exercises must be printed and turned in at the beginning of your small group meeting.

3. Print and sign the Oath for the Research Exercises. You will turn in your Oath with your exercises at the beginning of your small group meeting.

**TOPIC 4 – ONLINE RESEARCH: OCTOBER 12-13**

**To Prepare for Class:**

1. There is no new reading assignment for this class.

2. An online research assignment will be placed on TWEN and e-reserves on or before 10/3. The completed assignment should be placed in a box on the Library’s circulation desk on 10/20. (You cannot turn the assignment in early, so don’t ask; the box will be placed on the circulation desk on 10/20 and will remain there until 4:45 p.m.) A signed oath for this exercise should accompany your answer sheet.

Online research classes will meet as follows:

<table>
<thead>
<tr>
<th>Boone writing students</th>
<th>Wednesday, 10/12</th>
<th>3:30 to 4:20 p.m.</th>
<th>Rm. 283</th>
</tr>
</thead>
<tbody>
<tr>
<td>England writing students</td>
<td>Wednesday, 10/12</td>
<td>3:30 to 4:20 p.m.</td>
<td>Rm. A225</td>
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<tr>
<td>Ksobiech writing students</td>
<td>Thursday, 10/13</td>
<td>3:30 to 4:20 p.m.</td>
<td>Rm. 283</td>
</tr>
<tr>
<td>Sullivan writing students</td>
<td>Thursday, 10/13</td>
<td>3:30 to 4:20 p.m.</td>
<td>Rm. A255</td>
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</table>
## LEGAL RESEARCH AND WRITING
### Fall 2011: Sections 7 & 8

## Writing Class Schedule and Assignments

For more detail about research classes and assignments, please see the *Research Class Schedule and Assignments* handout.

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Time</th>
<th>Class and Reading</th>
<th>Assignment Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Mon. 8/15</td>
<td>3:45-4:30</td>
<td>Legal Research – Room 187/188</td>
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<tr>
<td></td>
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<td>(7 &amp; 8)</td>
<td>Robert Marshall</td>
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<tr>
<td>1</td>
<td>Tues. 8/16</td>
<td>9:45-12:15</td>
<td>Legal Writing Orientation – Room A225</td>
<td>Essay on Writing Background</td>
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<td></td>
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<td>(7 &amp; 8)</td>
<td><em>Legal Writing Handbook</em>: Chs. 1 &amp; 2; §§ 4.1 &amp; 4.3</td>
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<tr>
<td>1</td>
<td>Weds. 8/17</td>
<td>8:45-10:45</td>
<td>Legal Writing Orientation – Room A225</td>
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<tr>
<td></td>
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<td>(7 &amp; 8)</td>
<td><em>People v. Scott</em></td>
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<td><em>Legal Writing Handbook</em>: Ch. 3, § 7.1</td>
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<td>2</td>
<td>Mon. 8/22</td>
<td>9:45 (7)</td>
<td>Legal Analysis; CRAC</td>
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<td></td>
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<td>1:00 (8)</td>
<td><em>Legal Writing Handbook</em>: Ch. 11 (skip Sample Memo 1); §§ 12.8 through p. 157;</td>
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<td></td>
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<td>§§ 13.8.4-13.8.6</td>
<td>Assignment: CRAC Exercise</td>
</tr>
<tr>
<td>2</td>
<td>Weds. 8/24</td>
<td>9:45 (7)</td>
<td>CRAC Continued</td>
<td>CRAC Exercise</td>
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<td></td>
<td></td>
<td>1:00 (8)</td>
<td><em>Legal Writing Handbook</em>: § 24.7</td>
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<tr>
<td>3</td>
<td>Mon. 8/29</td>
<td>9:45 (7)</td>
<td>Statutory and Multi-Case Analysis</td>
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<td>1:00 (8)</td>
<td><em>Legal Writing Handbook</em>: §§ 13.1-13.3</td>
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<tr>
<td>3</td>
<td>Weds. 8/31</td>
<td>9:45 (7)</td>
<td>The Office Memorandum; Outlining</td>
<td></td>
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<td></td>
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<td>1:00 (8)</td>
<td><em>Legal Writing Handbook</em>: §§ 12.4-12.5, 20.1-20.2</td>
<td>Assignment: Outline of Closed Memo</td>
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<tr>
<td>4</td>
<td>Weds. 9/7</td>
<td>9:45 (7)</td>
<td>Preparing the First Draft</td>
<td>Outline of Closed Memo</td>
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<td>1:00 (8)</td>
<td><em>Legal Writing Handbook</em>: § 12.10 to p. 176; Ch. 21</td>
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<td>4</td>
<td>Fri. 9/9</td>
<td>1:00 (7 &amp; 8)</td>
<td>Comments on Outlines – Room A255</td>
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<td><em>Legal Writing Handbook</em>: §§ 20.3-20.7; Ch. 22</td>
<td>Assignment: Work on Closed Memo</td>
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<tr>
<td>5</td>
<td>Fri. 9/16</td>
<td></td>
<td>NO CLASS</td>
<td>First Draft of Closed Memo</td>
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<td><em>Legal Writing Handbook</em>: §§ 12.10.2-12.10.4; §§ 25.1-25.3</td>
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<td>6</td>
<td>Mon. 9/19</td>
<td>9:45 (7)</td>
<td>Other Parts of the Office Memorandum</td>
<td></td>
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<td></td>
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<td>1:00 (8)</td>
<td><em>Legal Writing Handbook</em>: §§ 12.8-12.7; review § 12.8 through p. 157</td>
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</table>
|    | Weds.  
9/21 | 1:00  
(7 & 8) | Comments on First Drafts – Room 175  
*Legal Writing Handbook*: Ch. 23; § 13.10  
Assignment: Work on Final Drafts & Attend Conferences |
|----|--------|-------------------------------------------------|
| 7  | Mon.  
9/26 | NO CLASS  
Assignment: Work on Final Drafts & Attend Conferences |
| 7  | Fri.  
9/30 | 1:00-2:30  
(7 & 8) | Peer Editing Class – Room A255  
Assignment: Conduct Preliminary Research and Prepare for Client Interview for Open Memo  
Final Draft of Closed Memo |
| 8  | Mon.  
10/3 | 1:00  
(7 & 8) | Client Interview & Research Plan – Room 175  
Assignment: Outline & Source List for Open Memo |
| 9  | Mon.  
10/10 |        | Outline & Source List for Open Memo |
| 9  | Weds.  
10/12 | 3:30  
(7 & 8) | RESEARCH – Room A225  
Robert Marshall  
Online Research |
| 10 | Mon.  
10/17 | 1:00  
(7 & 8) | Comments on Outlines – Room 175  
Assignment: Work on Open Memo |
| 10 | Weds.  
10/19 | 9:45  
(7)  
1:00  
(8) | Introduction to Citation  
Bring Bluebook to Class  
*Legal Writing Handbook*: § 4.2 |
| 11 | Mon.  
10/24 | 9:45  
(7)  
1:00  
(8) | Citation & Quotation  
*Legal Writing Handbook*: § 28.5 through p. 689  
Review Bluebook for Class |
| 11 | Weds.  
10/26 |        | First Draft of Open Memo |
| 12 | Weds.  
11/2 |        | NO LW CLASS  
Career Services Meeting  
Sections 7 and 8 meet at 1:00 in Room 140 |
| 12 | Fri.  
11/4 | 1:00  
(7 & 8) | Comments on First Drafts – Room A255  
Assignment: Attend Conferences |
| 14 | Mon.  
11/7 |        | NO CLASS  
Assignment: Attend Conferences and Work on Final Draft of Open Memo |
| 14 | Weds.  
11/9 | 1:00  
(7 & 8) | Final Tips on Open Memo and Exam – Room 175  
Assignment: Work on Final Draft of Open Memo |
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<tbody>
<tr>
<td>15</td>
<td>Tues. 11/15</td>
<td>NO CLASS</td>
<td>Final Draft of Open Memo</td>
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<tr>
<td>15</td>
<td>Fri. 11/18</td>
<td>FINAL EXAM</td>
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