

**LEGAL RESEARCH AND WRITING
FALL 2009 SYLLABUS SECTIONS B AND H
PROFESSOR MARY DUNNEWOLD**

Introduction

The Legal Research and Writing (LRW) course in the Weekday program has two components: the full-year writing class, which I will teach both semesters, and the semester-long research lab, which will meet in the fall semester only and will be taught by a teaching assistant under my supervision. This syllabus covers the writing class for the fall semester. It sets out the basic requirements and the weekly sequence of classes, readings, and assignments. You will receive the syllabus for the spring semester of the writing class at the end of the fall semester. Note that there is a separate syllabus for the research classportion of the course.

The Legal Research and Writing Student Manual explains in detail the requirements of the course, including course assignments and learning outcome goals, the attendance policy, the format and submission requirements for graded written assignments, the ethical and conduct requirements, the penalties for late submission of assignments, the grading criteria for assignments, and the calculation of semester-end grades. It also includes the LRW Code of Conduct in its Appendix. Both the Manual and Code apply to all students in the LRW classes, and they apply to both the full year of the writing class and the fall research lab. A hard copy of the Manual will be distributed to you the first day of class. An online copy is available on my TWEN site.

Contact Information: You can contact me in my office, 208E, by phone at 651-523-3082, or by email at mdunnewold@hamline.edu. Office hours will be posted regularly, but please feel free to stop by any time. You can access an electronic copy of this syllabus, the Legal Writing Student Manual, my office hours, and other information related to the course on my TWEN site.

Reading: Please do the required reading before the first Legal Writing class of the week in which it is assigned. You may need to come back to early reading assignments over the course of the semester to get full benefit from the reading. You will be held responsible for information in the reading that we do not cover in class, including information on grammar, punctuation, and legal citation. Exercises in the texts are not required unless otherwise noted. If you have questions about information in the reading, please raise them with me.

Graded Assignments: You will receive grades for the following assignments during the fall semester: One-Case Legal Analysis Exercise, Closed Office Memorandum, Research Memorandum, mandatory tutorials, weekly research class assignments (listed in the Legal Research Syllabus), and a research exam.

Tutorials: Note that individual writing tutorials are an important learning opportunity for the class and count in your grade calculation. Please come prepared to tutorials with the materials indicated in the syllabus.

Due Dates and Assignment Submission: Consult your syllabus materials for the due dates for all graded assignments. You will find more detailed information about the nature of the assignments and their point values in the course Manual. Submit the Closed Memo and Research Memo assignments to the Registrar's Office by 11:00 a.m. on the day each is due. Please time stamp the assignment envelope in the machine in the Registrar's Office. Other assignments will be turned in as directed. See the Legal Writing Student Manual for policies regarding late assignments.

Technology Policy: While you may bring laptops to class for note-taking, only word processing programs may be open during class unless I direct you otherwise. Anyone using web browsers, electronic games, or email during class will be asked to leave and will not be permitted to bring their laptops to class for the duration of the course.

Technological devices can be distracting to your classmates and to me, and can undermine my goal to provide an atmosphere conducive to learning for all students. Accordingly, during class please also refrain from using text messaging, instant messaging, or email; using cell phones, pagers, or any other communication device; and from displaying wallpaper, screen savers, or other material on your laptop computer screen that can reasonably be expected to offend or distract your classmates. I reserve the right to impose appropriate sanctions for violations of this policy, including loss of professionalism points.

Textbooks

The following textbooks are required for the course:

Helene Shapo, et al., Writing & Analysis in the Law (5th ed. 2008) ("Writing and Analysis" later in syllabus)

David Romantz and Kathleen Elliott Vinson, Legal Analysis: the Fundamental Skill (2d ed. 2009) ("Legal Analysis" later in syllabus)

The Bluebook: A Uniform System of Citation (18th ed. 2005)

Christina L. Kunz, et al., The Process of Legal Research (7th ed. 2008)

Week 1 Week of August 17, 2009

Discussion Topics

Introduction to the course
Introduction to the Closed Memo assignment
The legal system and case precedent
Case briefing

Assignments

Writing

The Closed Office Memorandum assignment will be distributed in class. The Closed Office Memorandum is due on Tuesday, September 29, 2009.

Reading

Legal Analysis, ch. 1, The Foundations of Legal Analysis
Legal Analysis, ch. 2, Rules
Legal Analysis, ch. 3, Inductive Analysis and Analogical Reasoning
Legal Analysis, ch. 4, Deductive Analysis and Rule-based Reasoning

Legal Research and Writing Student Manual (including the Code of Conduct in the Appendix). We will not be discussing these documents in detail in class until later this semester, but please skim them before our first class to see if you have any questions.

Tutorials

No tutorials this week. Students are welcome to come see me during open office hours.

Notes

Classes meet on Wednesday only this week.

Week 2 Week of August 24, 2009

Discussion Topics

Closed Memo
Case analysis
CREAC

Assignments

Writing

Brief the Closed Office Memorandum cases in preparation for class discussion and class exercises. These will not be submitted for critique, but you will use them while you work on your assignments in the next few weeks.

Work on the One Case Legal Analysis Exercise, due during class Week 3. Instructions for this exercise will be given in class.

Reading

Writing and Analysis, ch. 2, Analyzing Legal Authority: Case Law
Legal Analysis, ch. 7, The Legal Argument: CREAC

Tutorials

No tutorials this week. Students are welcome to come see me during open office hours.

Week 3 Week of August 31, 2009

Discussion Topics

Small-scale organization of an Office Memorandum
Large-scale organization of an Office Memorandum
Case synthesis
Parts of an Office Memorandum

Assignments

Writing

One Case Legal Analysis Exercise due on Wednesday. Please submit the exercise to me by email before class time.
Work on the Closed Office Memorandum.

Reading

Writing and Analysis, ch. 4, Organization of a Legal Discussion: Large-Scale Organization
Writing and Analysis, ch. 5, Organization of a Legal Discussion: Small-Scale Organization
Writing and Analysis, ch. 7, Writing a Legal Document: The Legal Memorandum

Tutorials

No tutorials this week. Students are welcome to come see me during open office hours.

Week 4 Week of September 7, 2009

Discussion Topics

Common problems in the One Case Legal Analysis Exercise
Synthesis
General writing issues

Assignments

Writing

Work on the Closed Office Memorandum.

Reading

Writing and Analysis, ch. 8, The Writing Process
Legal Analysis, ch. 6, Policy-based Reasoning and Other Considerations

Tutorials

No tutorials this week. Students are welcome to come see me during open office hours.

Week 5 Week of September 14, 2009

Discussion Topics

Collaboration and plagiarism
Citation
Questions Presented and Brief Answers

Assignments

Writing

Work on Closed Office Memorandum.

Reading

Writing and Analysis, ch. 9, Effective Paragraphs
Writing and Analysis, ch. 10, Sentence Structure
Writing and Analysis, Appendix A, Grammar, Punctuation, and Quotation
Review Legal Research and Writing Student Manual (including the Code of Conduct in the Appendix).

Tutorials

Closed Office Memorandum Tutorials begin this week. You are required to bring a complete draft of the Discussion section of the Closed Office Memorandum to the tutorial.

The Closed Office Memorandum Tutorials extend over two weeks. Remember that each tutorial is worth four points, and you must come prepared to the tutorial to receive the points.

Week 6 Week of September 21, 2009

Discussion Topics

No Legal Writing class this week.

Assignments

Writing

Work on the Closed Office Memorandum.

Reading

No new reading assignment this week.

Tutorials

Closed Office Memorandum Tutorials continue this week. You are required to bring a complete draft of the Discussion section of the Closed Office Memorandum to the tutorial.

Remember that each tutorial is worth four points, and you must come prepared to the tutorial to receive the points.

Week 7 Week of September 28, 2009

Discussion Topics

Simulated client interview based on Research Memorandum scenario
Introduction to the Research Memorandum: issues, authorities, and scope

Assignments

Writing

Closed Office Memorandum due at the Registrar's Office by 11:00 a.m. on Tuesday, September 29, 2009.

Reading

Writing and Analysis, ch. 13, Interviewing the Client.

Tutorials

No tutorials or office hours this week. During the grading period, you may meet with me by appointment if you have questions or concerns.

Notes

The Research Memorandum problem will be distributed in class this week. Note that the Closed Memo is due on Tuesday, rather than Monday, because Monday is a religious holiday. Normally, all assignments are due on Monday. I will not review Closed Memos or answer questions about Closed Memos on Monday.

Classes will meet only on Wednesday this week.

Week 8 Week of October 5, 2009

Discussion Topics

Westlaw and Lexis primary authority research training

Assignments

Writing

Begin work on the Research Memorandum.

Reading

Writing and Analysis, ch. 12, Research Strategies

Tutorials

No tutorials this week. During the grading period, you may meet with me by appointment if you have questions or concerns.

Week 9 Week of October 12, 2009

Discussion Topics

Research strategies for the Research Memorandum
Questions Presented and Brief Answers for Research Memorandum

Assignments

Writing

Work on the Research Memorandum.

Reading

Writing and Analysis, ch. 11, Types of Legal Arguments in Resolving Questions of Law

Tutorials

No tutorials this week. During the grading period, you may meet with me by appointment if you have questions or concerns.

Notes

Have a good fall break.

Week 10 Week of October 19, 2009

Discussion Topics

Research Memorandum
Working with Facts

Assignments

Writing

Work on the Research Memorandum and prepare for tutorials.

Reading

No new reading assignment.

Tutorials

No tutorials this week. Students are welcome to come see me during open office hours.

Notes

Your Closed Memo Assignment will be returned this week. I will announce in class the procedures for return of the assignment.

Alpha Research Memorandum Tutorials begin this week. You are required to bring to the tutorial a Research Resources Checklist, a list of relevant authorities and an outline or plan for the Discussion section of the Research Memorandum.

Remember that each tutorial is worth four points, and you must come prepared to the tutorial to receive the points.

Week 11 Week of October 26, 2009

Discussion Topics

Research Memorandum
Citation skills
Writing skills

Assignments

Writing

Work on the Research Memorandum and prepare for tutorials.

Reading

No new reading assignment.

Tutorials

Alpha Research Memorandum Tutorials continue this week. You are required to bring to the tutorial a Research Resources Checklist, a list of relevant authorities, and an outline or plan for the Discussion section of the Research Memorandum.

Week 12 Week of November 2, 2009

Discussion Topics

No Legal Writing class this week.

Assignments

Writing

Work on the Research Memorandum and prepare for tutorials.

Reading

No new reading assignment.

Tutorials

Beta Research Memorandum Tutorials begin this week. You are required to bring a draft of the Discussion section of the Research Memorandum to the tutorial.

Remember that each tutorial is worth four points, and you must come prepared to the tutorial to receive the points.

Week 13 Week of November 9, 2009

Discussion Topics

No Legal Writing class this week.

Assignments

Writing

Work on the Research Memorandum and prepare for tutorials.

Reading

No new reading assignment this week.

Tutorials

Beta Research Memorandum Tutorials continue this week. You are required to bring a draft of the Discussion section of the Research Memorandum to the tutorial.

Remember that each tutorial is worth four points, and you must come prepared to the tutorial to receive the points.

Week 14 Week of November 16, 2009

Discussion Topics

Simulated Mediation of Research Memorandum dispute followed by group discussion.

Assignments

Writing

Research Memorandum due at the Registrar's Office at 11:00 a.m. on Monday, November 16, 2009.

Reading

No reading assignment in the course texts this week. You will receive a packet of material about mediation that you should read before the class simulation.

Tutorials

No additional tutorials will be held this semester.

Notes

Writing class will meet for a specially scheduled single two-hour block this week for the Mediation Simulation. I will let you know when and where class will meet.

Your graded Research Memorandum will be returned to you after the end of December exams. The exact date and time will be announced.

Week 15 Week of November 23, 2009

Discussion Topics

Research exam administered in Monday class this week.

Assignments

Writing

No writing assignment this week.

Reading

No reading assignment this week.

Week 16 Week of November 30, 2009

Discussion Topics

Law school examinations
Administration of end of semester evaluation

Notes

Class will meet only on Monday this week.