

**LAWYERING I: LEGAL ANALYSIS, RESEARCH, AND WRITING**  
**SYLLABUS**  
**Fall 2010 -- Sections 3 and 5**

Professor Michele Bradley  
[michele.bradley@uc.edu](mailto:michele.bradley@uc.edu)

Room 406  
(513) 556-0177

**INTRODUCTION**

This course will help you develop the analytical, research, and communication skills you will need both in law school and in your later practice as a lawyer. Given a legal problem, you will learn how to identify the legal issue, research the law, and interpret and apply legal materials. You will then learn how to communicate your legal analysis and conclusions in writing.

Legal analysis and writing may be very different from the reasoning and writing you have done before. Be open to understanding those differences and to learning the necessary new skills.

**TEXTS**

**Required Texts:**

1. Linda H. Edwards, *Legal Writing and Analysis* (2d ed., Aspen 2007)
2. Christina L. Kunz, *The Process of Legal Research*, (7<sup>th</sup> ed., Aspen 2008)
3. *ALWD Citation Manual*, Dickerson (4th ed., Aspen 2010).
4. Richard Wydick, *Plain English for Lawyers* (5<sup>th</sup> ed., Carolina Academic Press)  
You received this book over the summer.

**Recommended Text:**

*Just Writing: Grammar, Punctuation, and Style for the Legal Writer*, Anne Enquist (3d. ed., Aspen 2009). If you think you have grammar or punctuation deficiencies, this is a valuable resource. If you can find an older edition on sale, feel free to use that.

## SUBSEQUENT READING ASSIGNMENTS

Below are the chapters you will read and approximately when you will read them. I will give you a more specific schedule with readings assigned for each class as the semester progresses.

<b>Month</b>	<b>Edwards</b>	<b>Kunz</b>	<b><u>ALWD Citation Manual</u></b>
August	Ch. 1 – 3	Ch. 1	None
September	Ch. 5 – 12	Ch. 2 – 9	Part I; Rules 1-5, 11-12
October	Ch.4, 20, 21	Ch. 10-11	Rules 13-14, 17, 23-27, 38-39, 43-49
November	None	None	None

As you can see, most of the reading from the texts occurs early in the semester. Later in the semester we will focus less on reading about new skills and more on using the skills.

## GRADING

You will write two legal memoranda; these will be your major assignments, making up 85% of your grade. I will assign several other exercises during the semester, as well. Your grade may be adjusted up or down based on your level of professionalism, which accounts for 5% of your grade.

**Memo 1: 20 %**

**Memo 2: 65%**

**Other assignments: 10%**

**Professionalism: 5%**

## CLASS EXPECTATIONS

You are entering a professional school, and upon graduation and admittance to the bar, you will be viewed as a professional. I expect you to act professionally in my class, as well. Examples of professionalism include attending class regularly, arriving on time, and bringing all necessary materials; participating in class discussions and activities; treating me and your classmates courteously, including in email communications; giving your best effort to all assignments and class activities; and turning in assignments on time.

I generally do not accept late assignments. I may accept a late assignment, provided that you notify me as soon as possible of the emergency that prevents your timely submission, and provided that you have made a good faith effort to complete the assignment on time. If I choose to accept a late assignment, I will adjust your grade on the assignment as I see fit.

## COMMUNICATION

I strive to be readily accessible outside of class. You are welcome to stop by my office any time outside of office hours, or you can schedule appointments between 10 a.m. and 2 p.m. You can reach me most quickly through email. I try to return email messages within 24 hours, although I will not check my email or phone messages outside of regular business hours. My Administrative Assistant, Toni McGuire, can be reached at 556-0090 or at [toni.mcguire@uc.edu](mailto:toni.mcguire@uc.edu).

*You must check your e-mail regularly.* I will frequently announce assignments and schedule changes through e-mail. You must register for my TWEN site in order to receive email from me. You are responsible for all information communicated by email just as if it had been communicated in class.

## ADDITIONAL COURSE POLICIES

Important policies about collaboration and plagiarism will be posted on the TWEN website. You are responsible for complying with these policies.