LEGAL RESEARCH AND WRITING I
The University of Mississippi School of Law
Robert C. Khayat Law Center
Law 514 – Sections 2 & 7, Fall 2012
Professor Christina Ashoo, Research  •  Professor Jason Derrick, Writing
Course Home Page - http://law.olemiss.edu/lrw2-7

Professor Contacts
Prof. Ashoo can be reached at cashoo@olemiss.edu and 662.915.6822. Her office is Room 1005 on the first floor of the Grisham Law Library in the Khayat Law Center. Contact her with any questions regarding your research assignments. Contact her for an appointment any time.

Prof. Derrick can be reached at wjderric@olemiss.edu and 662.915.6879. His office is Room 2007 on the second floor of the Grisham Law Library in the Khayat Law Center. Contact him with any questions regarding your writing assignments. Contact him for an appointment any time.

Important Dates

**August 29 or 30**
Research: Graded Assignment 1 Due (before your research class)

**August 31**
*Lawyer in the Library.* The Honorable Andrew K. Howorth, Third Circuit Judicial District. 11:00 a.m. in Room 1078

**September 5 or 6**
Research: Graded Assignment 2 Due (before your research class)

**September 7**
*Lawyer in the Library.* Mr. Hale Freeland, Attorney. 11:00 a.m. in Room 1078

**September 17**
*Constitutional Law Day.* Time TBA in Room 1078. (This may count as one of your *Lawyer in the Library* Speakers.)

**September 21**
Writing: Memo 1 Discussion Section due by 8:00 a.m.

**September 28**
*Lawyer in the Library.* Mr. Don Kilgore, Attorney General for the Mississippi Band of Choctaw Indians. 11:00 a.m. in Room 1078

**October 19**
Writing: First Full Memo Due by 8:00 a.m.

**Oct. 31 or Nov. 1**
Research: Graded Assignment 3 Due (before your research class)

**November 7 or 8**
Research: Graded Assignment 4 (In-class)

**November 16**
Writing: Final Full Memo Due by 5:00 p.m.

* If your research class meets on Wednesday, all assignments are due before class on the first date listed. If your research class meets on Thursday, all assignments are due on the second date listed.
**Required Texts**


The *Bluebook: A Uniform System of Citation* (Columbia Law Review Ass’n et al. eds., 19th ed. 2010). ISBN 978 0615 361161

**Recommended Texts**


**Americans with Disabilities Act Statement**

Students with disabilities should contact the Office of Disability Services at 662.915.7128. Students seeking assistance may also contact Acting Assistant Dean for Student Affairs, Macey Edmondson at 662.915.6819.

**Course Calendar**

**Week 1, August 20 – August 24**

**Writing Class 1**

Introductions, Expectations, and Professionalism in Law School

**Readings:** Professionalism Memo; *Week 1 Articles* posted on the course home page.

**Assignments Due:** Thoughts on the professionalism hypothetical

**Writing Class 2**

What Are We Saying, and to Whom Are We Saying It?

**Readings:** *Clary*, Introduction, Chapter 1, and Chapter 2

**Assignments Due:** Letter of Introduction on Professional Letterhead

**Research Class**

Introduction to the Course, the Legal System, the Legal Research Process, and the Law Library

Week 2, August 27 – August 30

Writing Class 1  Rules and Resolving Legal Problems

Readings: Clary, Chapter 3

Writing Class 2  Articulating the Rule

Readings: Clary, Chapter 4; The Statute
Assignments Due: Statue outline to present in class

Research Class  The Legal Profession, the Legal Research Process (Step 1), and Research Plan Walk-through; In-class Practical #1

(2) Amy E. Sloan, Basic Legal Research 299-314 (skim 315-326)
Assignments Due: Graded Exercise 1 (Self-Guided Library Tour)

Week 3, September 3 – September 7

Writing Class 1  Formulating a Rule from Multiple Authorities

Readings: Clary, Chapter 5; First Memo Cases; Review Garner Briefing article
Assignments Due: Case Brief

Writing Class 2  Formulating a Rule from Multiple Authorities cont’d; Introduction to Memo 1 Discussion Assignment and I/CRAC

Readings: Clary, Chapter 8; Memo 1 Discussion Assignment

Research Class  Computer-Assisted Legal Research

Assignments Due: Graded Exercise #2 (Research Plan for Memo 1 Discussion section)

Week 4, September 10 – September 14

Writing Class 1  Drafting the Discussion; Ordering your arguments

Readings: Clary, Chapter 11, pp. 145 – 160
Writing Class 2 Drafting the Discussion; Ordering your arguments (continued)

**Assignments Due:** Case Chart for all Cases to present in class

Research Class Westlaw/LexisNexis Training

**Readings:** CALI – Introduction to Search Logic and Strategies, available at [http://www.cali.org/lesseon/1121](http://www.cali.org/lesseon/1121)

**Week 5, September 17 – September 21, Discussion Section Due**

***Your Discussion Section is due on Friday, September 21, by 8:00 a.m.***

Writing Class 1 The Full Memo Format

Writing Class 2 The Full Memo Format; Statement of Facts

**Assignments Due:** Sign up for an appointment next week to review your Memo 1 Discussion Section.

Research Class In-class Practical #2


**Week 6, September 24 – September 28**

Writing Class 1 Appointments available to review your Memo 1 Discussion Section

Writing Class 2 Appointments available to review your Memo 1 Discussion Section

Research Class The Sources of Law and the Nature of Legal Authority


**Week 7, October 1 – October 5**

Writing Class 1 Framing the Issue; The Question Presented; The Brief Answer

Writing Class 2 Framing the Issue; The Question Presented, cont’d

**Assignments Due:** Your Question Presented to present in class
**Week 8, October 8 – October 12**

Writing Class 1  Multi-issue Analysis, Road Mapping, and the Umbrella

**Readings:** Review Clary, Chapter 8

Writing Class 2  Appointments available to check your progress on Full Memo 1

Research Class  The Nature of Legal Authority, cont’d

Legislative Branch (pp. 145-47 [pp.74-75 PDF]); Judicial Branch (152-82 [78-93 PDF], 216-21 [110-112 PDF]); and Agencies, Boards and Commissions (skim)

**Week 9, October 15 – October 19, Full Memo 1 Due**

***Your Full Memo 1 is due on Friday, October 19, by 8:00 a.m.***

Writing Class 1  Appointments available to check your progress on Full Memo 1

Writing Class 2  Introduce Full Memo 2

Research Class  In-class Practical #4

**Week 10, October 22 – October 26,**

Writing Class 1  Revisiting the Statement of Facts

Writing Class 2  Revisiting Framing the Issue and the Question Presented

Research Class  The Legal Research Process, cont’d (Step 2); Secondary Sources of Law


**Week 11, October 29 – November 2**

Writing Class 1  Revisiting Argument Organization

Writing Class 2  Full Memo 2 Case Conference

Research Class  Secondary Sources, cont’d; In-class Practical #5 (Full Memo 2)

**Assignments Due:** Graded Exercise #3 (Full Memo 2 Research Plan)
Week 12, November 5 – November 9

Writing Class 1 Editing and Revising


Writing Class 2 Editing and Revising, cont’d

Research Class Graded Exercise #4 (Comprehensive In-class)

Week 13, November 12 – November 16, Full Memo 2 Due

***Your Full Memo 2 is due on Friday, November 16, by 8:00 a.m.***

Writing Class 1 Full Memo 2 Appointments Available

Writing Class 2 Full Memo 2 Appointments Available

Week 14, November 19 – November 23, Thanksgiving Holiday

Course Policies

Course Home Page

We will post announcements, course documents and any other necessary course information on this home page. Your readings for research class are posted on this site as well. You should check it regularly: http://law.olemiss.edu/lrw2-7.

Attendance and Participation

The Law School Catalog states that “regular and punctual attendance at classes is mandatory.” You are allowed one unexcused absence in the Legal Research component of Legal Research and Writing, and two unexcused absences in the Legal Writing component.

The penalty for additional absences or excessive tardiness may be course failure, to be determined by your research professor, in consultation with Professor Kris Gilliland, the LRW program’s research director, and Professor Derrick.

If you must miss class, please alert your professor ahead of time. If you have an emergency that requires you to miss class without notifying your professor, follow up with your professor as soon as you are able.

Active, attentive, and enthusiastic participation in class is required. You must be prepared when called upon. This means you must read all assigned readings.
Use of electronic devices, including phones and laptops, for any use other than one directly related to class is forbidden. If you appear to be using an electronic device for a reason not related to class, you will be asked to leave and your absence will be counted as unexcused. Professionalism points will also be deducted.

**Assignments**

All assignments are due when stated.

All assignments must be submitted in PDF format.

All assignments must conform to the format prescribed by your professor in class.

All assignments must be accompanied by a transmittal letter on your letterhead.

**Plagiarism and The Honor Code**

We are confident that plagiarism and other honor- or conduct-code violations will not be an issue. But we take these matters very seriously, and should they occur, we will pursue all available disciplinary measures to the fullest extent possible, including a failing grade. We will report the matter to the law school’s Honor Council and the Bar.

Plagiarism, whether intentional or negligent, will not be tolerated.

You are responsible for reading and understanding the law school’s honor code. All provisions apply, and you are bound by them. You can find the honor code at http://law.olemiss.edu/current-students/honor-code/.

If you have doubts about whether you may collaborate on a project without violating the honor code, ask your professor.

**Point Allocation and Grades**

**Research**

The points you score in Legal Research and Writing’s Research component will comprise 40 percent of your final LRW grade. Remember that, although an assignment may not seem to amount to much, every point counts. There are 100 total points between Research and Writing. So in effect, every point is one percent of your final score. These points will be based on your performance in three areas:

**Professionalism (10%)** Appropriate professional demeanor is critical to success in practice. Like a senior partner in a law firm, your professor will be evaluating your engagement and effort in this course, including:

1. your preparation for class,
2. your active and enthusiastic participation in all class activities, and
3. your ability to work and communicate effectively and professionally with your peers and the professor, both in and outside the classroom.

You must attend at least three Lawyer in the Library guest lectures outside your regularly scheduled class time. You may choose three out of the four scheduled
Lawyer in the Library sessions, but one of the three must be Judge Andrew Howorth on August 31, 2012, at 11:00 a.m. in Room 1078.

If you do not attend three of the four guest lectures, professionalism points will be deducted from your grade, at your professor’s discretion. Points will also be deducted if you fail to submit the required “certificate of attendance” at the following legal research class.

**Graded Exercises (20%)** You will complete four graded exercises worth five points each, on your own. The first three will be submitted with a transmittal letter on the letterhead you create for Professor Derrick. The last one will be completed in class.

**In-class Exercises & Quizzes (10%)** You should expect at least five in-class exercises or brief quizzes designed to test your understanding of the reading assignment and material covered in earlier classes.

**Writing**

The points you score in Legal Research and Writing’s Writing component will comprise 60 percent of your final LRW grade. Remember that, although an assignment may not seem to amount to much, every point counts. There are 100 total points between Research and Writing. So in effect, every point is one percent of your final score. In Writing, points will be based on your performance in five areas:

**Professionalism (8%)** See Research Professionalism above.

**Letterhead (2%)** You will create your own professional letterhead and use it to draft a transmittal letter to accompany each assignment you submit for research and writing.

**Office Memo 1 Discussion Section (10%)** Using sources of law provided to you, you will draft the discussion section of a typical interoffice memorandum. After receiving written feedback, you will incorporate a rewrite of that discussion section into a full office memo for the next assignment.

**Full Office Memo 1 (15%)** You will complete a full interoffice memorandum using sources of law provided to you. The memo will cover two issues and will follow a standard office memo format.

**Full Office Memo 2 (25%)** You will complete another full interoffice memorandum using sources of law you find on your own. The memo will cover two issues and will follow a standard office memo format.

**The Fine Print**

The information contained in this document, as well as any additional information provided by your research professor or your writing professor, does not create a binding contract between you and the professors or you and the University of Mississippi. The professors reserve the right to revise this document at any time for any reason during the semester.