



STARK STATE COLLEGE

GENERAL SYLLABUS

Course Information

Course Name: Legal Research and Writing
Course Number: AOT235

Required Materials

Textbook(s): You do not need to go to the bookstore to purchase materials for this class. This class participates in Instant Access. Your account will be charged for the book after the first week of classes (see the email to your SSC account from the College Store for more information). Once you have access to our course and login to or create your MINDTAP account, you will have access to the textbook and all assignments.

Required Readings: None

Additional Materials: Microsoft Office 2019 or Microsoft Office 365 and access to the Internet.

Course Outline/Calendar

The date of coverage and order of coverage may be modified based on the faculty member and events beyond the control of faculty members that interfere with class times and teaching.

| Week | Chapter/Topic/Lab |
|--------|---|
| Week 1 | <p>Welcome and Introduction to LMS, MINDTAP and Syllabus</p> <p>Start Here Materials: Syllabus and Calendar, Course information including MINDTAP and LMS</p> <p>Start Here Assignments:</p> <ul style="list-style-type: none"> • Class Syllabus Quiz • Honesty in Learning Quiz <p>Week 1 Materials:</p> <p>Ch 1 Introduction to Legal Principals and Authorities, PowerPoints, and any Lectures</p> <p>Week 1 Assignments:</p> <ul style="list-style-type: none"> • Ch 1 Study Questions • Ch 1 Case Study & Quiz • Ch 1 Discussion Question |

| Week | Chapter/Topic/Lab |
|--------|--|
| Week 2 | <p>Chapter 2 Introduction to Legal Research and Analysis</p> <p>Week 2 Materials: Ch 2 Introduction to Legal Research and Analysis, PowerPoints, and any Lectures</p> <p>Week 2 Assignments:</p> <ul style="list-style-type: none"> • Ch 1 Quiz • Ch 2 Study Questions • Ch 2 Case Study & Quiz • Ch 2 Discussion Question |
| Week 3 | <p>Chapter 3: Constitutions, Statutes, Administrative Law, and Court Rules – Research and Analysis</p> <p>Week 3 Materials: Ch 3: Constitutions, Statutes, Administrative Law, and Court Rules – Research and Analysis PowerPoints, and any Lectures</p> <p>Week 3 Assignments:</p> <ul style="list-style-type: none"> • Ch 2 Quiz • Ch 3 Case Study and Quiz • Ch 3 Study Questions • Ch 3 Discussion Essay |
| Week 4 | <p>Chapter 4: Case Law – Research and Briefing</p> <p>Week 4 Materials: Ch 4 Case Law – Research and Briefing, PowerPoint, and any Lectures.</p> <p>Week 4 Assignments:</p> <ul style="list-style-type: none"> • Ch 3 Quiz • Ch 4 Study Questions • Ch 4 Case Study and Quiz • Ch 4 Discussion Question |
| Week 5 | <ul style="list-style-type: none"> • Test 1 (Ch's 1-4) Study Guide • Test • Chapter 4 Quiz • Briefing a Case Project |
| Week 6 | <p>Chapter 5: Secondary Authority and Other Research Sources - Encyclopedias, Treatises, American Law Reports, Digests, Shepard's</p> <p>Week 6 Materials: Ch 5: Secondary Authority and Other Research Sources - Encyclopedias, Treatises, American Law Reports, Digests, Shepard's, PowerPoint and any Lectures.</p> <p>Week 6 Assignments:</p> <ul style="list-style-type: none"> • Ch 5 Case Study and Quiz • Ch 5 Study Questions • Ch 5 Discussion Question |
| Week 7 | <p>Chapter 6: Secondary Authority – Periodicals, Restatements, Uniform Laws, Dictionaries, Legislative History, And Other Secondary Authorities</p> <p>Week 7 Materials:</p> |

| Week | Chapter/Topic/Lab |
|---------|---|
| | <p>Chapter 6: Secondary Authority – Periodicals, Restatements, Uniform Laws, Dictionaries, Legislative History, And Other Secondary Authorities, PowerPoint and any Lectures.</p> <p>Week 7 Assignments:</p> <ul style="list-style-type: none"> • Ch 5 Quiz • Ch 6 Study Questions • Ch 6 Case Study and Quiz • Ch 6 Discussion Question |
| Week 8 | <p>Chapter 7: Computers and Internet Legal Research</p> <p>Week 8 Materials:</p> <p>Ch 7: Computers and Internet Legal Research, PowerPoint and any Lectures.</p> <p>Week 8 Assignments:</p> <ul style="list-style-type: none"> • Ch 6 Quiz • Ch 7 Case Study & Quiz • Ch 7 Study Questions • Ch 7 Discussion Question • Test 2 (Ch's 5, 6, 7) Study Guide • Test |
| Week 9 | <p>Chapter 8 Commercial Internet Access</p> <p>Week 9 Materials:</p> <p>Ch 8 Commercial Internet Access, PowerPoint and any Lectures</p> <p>Week 9 Assignments:</p> <ul style="list-style-type: none"> • Ch 7 Quiz • Ch 8 Case Study & Quiz • Ch 8 Study Questions • Ch 8 Discussion Question |
| Week 10 | <p>Chapter 9 Legal Analysis – Key Facts</p> <p>Week 10 Materials:</p> <p>Ch 9 Legal Analysis – Key Facts, PowerPoint and any Lectures</p> <p>Week 10 Assignments:</p> <ul style="list-style-type: none"> • Ch 8 Quiz • Ch 9 Case Study & Quiz • Ch 9 Study Questions • Ch 9 Discussion Question |
| Week 11 | <p>Chapter 10 Legal Analysis: Issue Identification - Spotting the Issue</p> <p>Week 11 Materials:</p> <p>Ch 10 Legal Analysis: Issue Identification – Spotting the Issue, PowerPoint and any Lectures.</p> <p>Week 11 Assignments:</p> <ul style="list-style-type: none"> • Ch 9 Quiz • Ch 10 Case Study & Quiz • Ch 10 Study Questions |

| Week | Chapter/Topic/Lab |
|---------|--|
| | <ul style="list-style-type: none"> • Ch 10 Discussion Question • Test 3 (Ch's 8, 9, 10) Study Guide • Test |
| Week 12 | <p>Chapter 11 Legal Analysis: Stating the Issue</p> <p>Week 12 Materials: Chapter 11 Legal Analysis: Stating the Issue, PowerPoint and any Lectures.</p> <p>Week 12 Assignments:</p> <ul style="list-style-type: none"> • Ch 10 Quiz • Ch 11 Case Study & Quiz • Ch 11 Study Questions • Ch 11 Discussion Question |
| Week 13 | <p>Chapter 12 Case Law Analysis – Is a Case on Point?</p> <p>Week 13 Materials: Chapter 12 Case Law Analysis – Is a Case on Point?, PowerPoint and any Lectures.</p> <p>Week 13 Assignments:</p> <ul style="list-style-type: none"> • Ch 11 Quiz • Ch 12 Case Study & Quiz • Ch 12 Study Questions • Ch 12 Discussion Essay |
| Week 14 | <p>Chapter 15 The Writing Process for Effective Legal Writing</p> <p>Week 14 Materials: Chapter 15 The Writing Process for Effective Legal Writing, PowerPoint and any Lectures.</p> <p>Week 14 Assignments:</p> <ul style="list-style-type: none"> • Ch 12 Quiz • Ch 15 Case Study & Quiz • Ch 15 Study Questions • Ch 15 Discussion Question |
| Week 15 | <p>Test 11 12 15 Study Guide</p> <p>Test</p> |
| Week 16 | <p>Final Project</p> |