

Lawyering Skills and Strategies I

Professor Lauren Simpson • Sections E-1 & E-2

Synchronous sessions: Tues. & Thurs., 8:00-9:15 p.m. (maximum length)

Fall 2020 Syllabus

Please read this Syllabus and the separate Course Description thoroughly and as early as possible before our first class (Aug. 25).

Assignment Deadlines:

- Writing assignments (graded and ungraded): by 6:00 p.m. on the date indicated in the “Assignment(s) Due” column, so as not to interfere with your other professor’s class session that day.
- ICW exercises: any time of day on the date indicated in the “Assignment(s) Due” column.
- Journals: by 6:00 p.m. on the date indicated in the “Assignment(s) Due” column, so as not to interfere with your other professor’s class session that day.
- Anything assigned as class preparation for a specified class (e.g., readings, “flipped” presentations, quizzes, exercises, etc.): by 6:00 p.m. on the date for that class on the syllabus, so as not to interfere with your other professor’s class session that day. All class preparation assignments will be listed in the Information Sheet for that class, which is posted at the top of the class folder in Blackboard’s “Materials—by class” page. Each class’s Information Sheet will be posted at least a week before its class.

Class Preparation:

The “Class Preparation” column contains two things: (i) any readings for the class and (ii) a reminder to read the “Information Sheet” for the class. The class Information Sheet tells you how to prepare for that class, plus what we’ll do in its synchronous class session. The Information Sheet for a class may be found on our Blackboard web course’s “Materials—by class” page, in the class folder to which it relates (always at the top). I’ll share each Information Sheet at least a week before its class, if not earlier, to give you enough time to prepare. Except for textbook readings, I put all class preparation in this separate Information Sheet to stay flexible, in case our class needs to evolve with time, based on your feedback or my assessment.

Your Feedback:

I’ll poll students anonymously at regular intervals to determine if the course is meeting their needs. I promise three things: (i) I’ll carefully consider all student suggestions; (ii) I’ll incorporate those suggestions that meet my pedagogic goals and that I determine will benefit the class as a whole; and (iii) I’ll say why if I reject any suggestion.

Class No.	Topic	Class Preparation	Assignment(s) Due
Class 1 Tuesday, Aug. 25 ¹	<ul style="list-style-type: none"> • <u>Introduction to LSS I</u> • <u>New Lawyer Boot Camp I:</u> <ol style="list-style-type: none"> 1. Introduction to the U.S. Legal System 2. Introduction to Legal Authority 	<ul style="list-style-type: none"> • Please read the Class 1 Information Sheet (Blackboard: “Materials—by class” page, Class 1 folder). • <i>Coughlin</i>: Please read pp. 15-31. 	
Class 2 Thursday, Aug. 27	<ul style="list-style-type: none"> • <u>New Lawyer Boot Camp II:</u> <ol style="list-style-type: none"> 1. Wrap-up of Class 1 (if any) 2. Understanding Judicial Opinions 	<ul style="list-style-type: none"> • Please read the Class 2 Information Sheet (Blackboard: “Materials—by class” page, Class 2 folder). • <i>Coughlin</i>: Please read pp. 33-34, 43-56. 	
Class 3 Tuesday, Sept. 1	<ul style="list-style-type: none"> • <u>New Lawyer Boot Camp III:</u> <ol style="list-style-type: none"> 1. Wrap-up of Class 2 (if any) 2. Understanding and Deriving Rules of Law 	<ul style="list-style-type: none"> • Please read the Class 3 Information Sheet (Blackboard: “Materials—by class” page, Class 3 folder). • <i>Coughlin</i>: please read pp. 57-79, 89-97. 	
Class 4 Thursday, Sept. 3	<ul style="list-style-type: none"> • <u>New Lawyer Boot Camp IV:</u> <ol style="list-style-type: none"> 1. Wrap-up of Class 3 (if any) 2. Thinking Like a Lawyer: Legal Analysis <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Note: the ungraded client-advice letter assignment will be distributed via Blackboard no later than this morning.</p> </div>	<ul style="list-style-type: none"> • Please read the Class 4 Information Sheet (Blackboard: “Materials—by class” page, Class 4 folder). 	
Class 5 Tuesday, Sept. 8	<ul style="list-style-type: none"> • <u>New Lawyer Boot Camp V:</u> <ol style="list-style-type: none"> 1. Wrap-up of Class 4 (if any) 2. Understanding Statutes • <u>Citing Authority:</u> <ol style="list-style-type: none"> 1. Intro to the <i>Bluebook</i> 2. Citing to Cases 	<ul style="list-style-type: none"> • Please read the Class 5 Information Sheet (Blackboard: “Materials—by class” page, Class 5 folder). • <i>Coughlin</i>: please read pp. 35-43, 181-96. 	

¹ Note: For the first two weeks’ classes, the class coverage may be a bit fluid, in that some topics may spill over into the next class.

Class No.	Topic	Class Preparation	Assignment(s) Due
Class 6 Thursday, Sept. 10	<ul style="list-style-type: none"> • <u>Informing the Client on the Case: Drafting an Informal Client-Advice Letter</u> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Note: the ungraded law-firm memo assignment will be distributed via Blackboard no later than this morning.</p> </div>	<ul style="list-style-type: none"> • Please read the Class 6 Information Sheet (Blackboard: “Materials—by class” page, Class 6 folder). • <i>Bridges & Schiess</i>: please read pp. 51-64. 	<ul style="list-style-type: none"> • Journal Assignment I (due at 6:00 p.m.)
Class 7 Tuesday, Sept. 15	<ul style="list-style-type: none"> • <u>Finding the Law for Your Analysis: Legal Research I</u> 	<ul style="list-style-type: none"> • Please read the Class 7 Information Sheet (Blackboard: “Materials—by class” page, Class 7 folder). 	<ul style="list-style-type: none"> • ICW Ex. 1 (due any time of day)
Class 8 Thursday, Sept. 17	<ul style="list-style-type: none"> • <u>Finding the Law for Your Analysis: Legal Research II</u> 	<ul style="list-style-type: none"> • Please read the Class 8 Information Sheet (Blackboard: “Materials—by class” page, Class 8 folder). 	
Class 9 Tuesday, Sept. 22	<ul style="list-style-type: none"> • <u>Finding the Law for Your Analysis: Legal Research III</u> 	<ul style="list-style-type: none"> • Please read the Class 9 Information Sheet (Blackboard: “Materials—by class” page, Class 9 folder). 	<ul style="list-style-type: none"> • The ungraded client-advice letter is due at 6:00 p.m.
Class 10 Thursday, Sept. 24	<ul style="list-style-type: none"> • <u>Finding the Law for Your Analysis: Legal Research IV</u> • <u>Citing Authority: Short Forms for Cases</u> 	<ul style="list-style-type: none"> • Please read the Class 10 Information Sheet (Blackboard: “Materials—by class” page, Class 10 folder). 	<ul style="list-style-type: none"> • ICW Ex. 2 (due any time of day)
Class 11 Tuesday, Sept. 29	<ul style="list-style-type: none"> • <u>Finding the Law for Your Analysis: Legal Research—Wrap Up</u> • <u>Conveying Your Analysis of a Single Issue: CR[e]AC I</u> 	<ul style="list-style-type: none"> • Please read the Class 11 Information Sheet (Blackboard: “Materials—by class” page, Class 11 folder). • <i>Coughlin</i>: please read pp. 97-120, 167-72. 	<ul style="list-style-type: none"> • ICW Ex. 3 (due any time of day)

Class No.	Topic	Class Preparation	Assignment(s) Due
Class 12 Thursday, Oct. 1	<ul style="list-style-type: none"> • <u>Conveying Your Analysis of a Single Issue:</u> CR[e]AC II 	<ul style="list-style-type: none"> • Please read the Class 12 Information Sheet (Blackboard: “Materials—by class” page, Class 12 folder). • <i>Coughlin</i>: please read pp. 129-65, 173-80. 	<ul style="list-style-type: none"> • Journal Assignment II (due at 6:00 p.m.)
Class 13 Tuesday, Oct. 6	<ul style="list-style-type: none"> • <u>Conveying Your Analysis of a Single Issue:</u> CR[e]AC III • <u>Drafting Your Analysis for Your Supervisor:</u> the Legal Memorandum I 	<ul style="list-style-type: none"> • Please read the Class 13 Information Sheet (Blackboard: “Materials—by class” page, Class 13 folder). • <i>Coughlin</i>: please read pp. 3-13, 217-45. 	
Class 14 Thursday, Oct. 8	<ul style="list-style-type: none"> • <u>Drafting Your Analysis for Your Supervisor:</u> the Legal Memorandum II 	<ul style="list-style-type: none"> • Please read the Class 14 Information Sheet (Blackboard: “Materials—by class” page, Class 14 folder). • <i>Coughlin</i>: please read pp. 199-215. 	<ul style="list-style-type: none"> • ICW Ex. 4 (due any time of day)
Class 15 Tuesday, Oct. 13	<ul style="list-style-type: none"> • <u>Drafting Your Analysis for Your Supervisor:</u> the Legal Memorandum III 	<ul style="list-style-type: none"> • Please read the Class 15 Information Sheet (Blackboard: “Materials—by class” page, Class 15 folder). • <i>Coughlin</i>: please read pp. 121-28, 247-71. 	<ul style="list-style-type: none"> • ICW Ex. 5 (due any time of day)
Class 16 Thursday, Oct. 15	<ul style="list-style-type: none"> • <u>Drafting Your Analysis for Your Supervisor:</u> the Legal Memorandum—Wrap up • <u>Citing Authority:</u> <ol style="list-style-type: none"> 1. Citation Diagnostic 2. Citation Practice 	<ul style="list-style-type: none"> • Please read the Class 16 Information Sheet (Blackboard: “Materials—by class” page, Class 16 folder). 	
Class 17 Tuesday, Oct. 20	<ul style="list-style-type: none"> • <u>Drafting Your Client’s Contract:</u> Turning the Deal into a Contract (begin) 	<ul style="list-style-type: none"> • Please read the Class 17 Information Sheet (Blackboard: “Materials—by class” page, Class 17 folder). • <i>Stark</i>: Please <i>skim</i> Chs. 1-4. 	

Class No.	Topic	Class Preparation	Assignment(s) Due
Class 18 Thursday, Oct. 22	<ul style="list-style-type: none"> • <u>Drafting Your Client’s Contract:</u> <ol style="list-style-type: none"> 1. Turning the Deal into a Contract (cont’d) 2. Parts of a Contract—The Frame <div data-bbox="293 411 699 617" style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Note: the Graded Law-Firm Memo (50% of grade) will be distributed via Blackboard after our synchronous class.</p> </div> 	<ul style="list-style-type: none"> • Please read the Class 18 Information Sheet (Blackboard: “Materials—by class” page, Class 18 folder). • <i>Stark</i>: please <i>skim</i> Chs. 5-7, 17 (no exercises). 	<ul style="list-style-type: none"> • The ungraded law-firm memo is due at 6:00 p.m. (please submit via TWEN; please see assignment for further instructions).
Class 19 Tuesday, Oct. 27	<ul style="list-style-type: none"> • <u>Drafting Your Client’s Contract: Parts of a Contract—The Picture</u> 	<ul style="list-style-type: none"> • Please read the Class 19 Information Sheet (Blackboard: “Materials—by class” page, Class 19 folder). • <i>Stark</i>: please <i>skim</i> Chs. 8-16 (no exercises). 	
Class 20 Thursday, Oct. 29	<ul style="list-style-type: none"> • <u>Drafting Your Client’s Contract: Putting the Contract Together (the Drafting Process)</u> 	<ul style="list-style-type: none"> • Please read the Class 20 Information Sheet (Blackboard: “Materials—by class” page, Class 20 folder). • <i>Stark</i>: please <i>skim</i> Chs. 26-28 (no exercises in any chapter), <i>focusing on Ch. 26</i>, which is relevant to our in-class exercise. 	
Nov. 2-7 (Classes 21 and 22)	<p>Individual Conferences with Senior Partner Simpson to Discuss Graded Law-Firm Memorandum (mandatory)</p> <ul style="list-style-type: none"> • No LSS class on Nov. 3 or 5 • one conference per student • Sign-up sheet on Blackboard 		<ul style="list-style-type: none"> • Journal Assignment III (due at 6:00 p.m. on <u>Monday, Nov. 2</u>)
Class 23 Tuesday, Nov. 10	<ul style="list-style-type: none"> • <u>Drafting Your Client’s Contract: Clear and Unambiguous Drafting</u> 	<ul style="list-style-type: none"> • Please read the Class 23 Information Sheet (Blackboard: “Materials—by class” page, Class 23 folder). • <i>Stark</i>: please <i>skim</i> Stark, Chs. 18-21, 23-24 (no exercises). 	

Class No.	Topic	Class Preparation	Assignment(s) Due
Class 24 Thursday, Nov. 12	<ul style="list-style-type: none"> • <u>Drafting Your Client’s Contract: Putting it all together—a Practical Exercise on Contract Drafting</u> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Note: the Graded Contract (30% of grade) will be distributed via Blackboard after our synchronous class.</p> </div>	<ul style="list-style-type: none"> • Please read the Class 24 Information Sheet (Blackboard: “Materials—by class” page, Class 24 folder). 	<ul style="list-style-type: none"> • The Graded Law-Firm Memo is due at 6:00 p.m. (50% of grade; please submit via Blackboard; please see assignment for further instructions).
Class 25 Tuesday, Nov. 17	<ul style="list-style-type: none"> • <u>Drafting Your Client’s Contract: More In-Class Contract-Drafting Practice</u> • <u>Students’ Choice</u> 	<ul style="list-style-type: none"> • Please read the Class 25 Information Sheet (Blackboard: “Materials—by class” page, Class 25 folder). 	
Class 26 Thursday, Nov. 19 (last class)	Final citation examination (10% of grade): <u>8:00-9:30 p.m.</u> ; multiple-choice format; 10 questions; open book		
Nov. 20-21, 23-24 (Class 27)	<p>Individual Conferences with Senior Partner Simpson to Discuss Graded Contract (mandatory)</p> <ul style="list-style-type: none"> • No LSS classes • One conference per student • Sign-up sheet on Blackboard 		
Tuesday, Dec. 1			<ul style="list-style-type: none"> • The Graded Contract is due at 6:00 p.m. (30% of grade; please submit via Blackboard; please see assignment for further instructions).

The Syllabus may be modified as needed to achieve course objectives, based on my assessment or student feedback.