

WRC: Practice-based Legal Writing

Professor Lisa Tilton-McCarthy

University of Houston Law Center

15E BLB

Office Hours: (1) Tuesday: 4:00-5:45; Thursday: 4:00-5:45 (3) or by appointment

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SPRING 2015

COURSE SYLLABUS

Date	Topic	Class Preparation
Week 1 Class 1: January 21	Fundamentals of Writing —Hand out closed research analysis (ungraded due Monday, Jan. 26)	
Week 2 Class 2: January 26 Class 3: January 28	Review closed research project and objective writing MPT in class exercise	Due at beginning of class on Monday January, 26: closed research analysis (ungraded/to be returned with written feedback). As this assignment is not graded, you may submit it with your name. <u>You will need an exam number for every assignment you hand in after this one (other than in class exercises).</u>
Week 3 Class 4: February 2 Class 5: February 4	Memo Writing Overview Persuasive Writing Overview	Assign 1st Graded project, Memo due Feb. 23 (20%).
Week 4 Class 6: Feb. 9 Class 7: Feb. 11	Research Overview; Legal Analysis/Argument: Themes, organization, point headings, opposing arguments Legal Analysis/Argument (Persuasive writing): Pre-trial motions, response. Drafting documents from forms/Citation review	Bring Bluebook & Greenbook. Due at beginning of class

<p>Week 5</p> <p>Class 8: Feb. 16</p> <p>Optional Class: Feb. 18</p> <p>Class 9: Feb. 18</p>	<p>Litigation Strategies: Drafting Effective Pre-trial documents/Drafting Documents from forms</p> <p>Advocates Oral Argument Demonstration, 12:00-1:00, Krost Hall-Attend if you want to participate in John Black Moot Court Competition.</p> <p>Litigation Strategies—Legal Argument/Research Review</p>	
<p>Week 6</p> <p>Class 10: Feb. 23</p> <p>Class 11: Feb. 25</p>	<p>Litigation Strategies: Mediation & Negotiation Strategies</p> <p>Mediation/Negotiation exercise in class</p>	<p>Memo due in class Feb. 23. Assign MSJ due March 13 (20%).</p>
<p>Week 7</p> <p>Class 12: March 2</p> <p>Class 13: March 4</p>	<p>MPT in class</p> <p>Written communication with/for client; Ethics & Professionalism in Communication Communications with court, Opposing Counsel</p>	
<p>Week 8</p> <p>Class 14: March 10</p> <p>Class 15: March 12</p>	<p><u>No scheduled Practice-based legal writing class on March 10.</u> Opportunity for Conference on Closed Research legal analysis (persuasive) (20%). By appointment on March 10 or 11, or at your convenience. Conference schedule will be provided for sign-up.</p> <p>Engagement and Demand Letters.</p>	<p>MSJ due in class. Assign Client Letter (20%) due by March 18.</p>
<p>Week 9</p> <p>Spring Break: March 16-21</p>		<p>Be safe.</p>
<p>Week 10</p> <p>Class 16: March 16</p> <p>Class 17: March 18</p>	<p>Drafting Contracts Overview</p> <p>Drafting Contracts Con't</p>	<p>Client Letter due in class. Assign Contract (20%) due April 1.</p>
<p>Week 11</p> <p>Class 18: Mar. 23</p> <p>Class 19: Mar. 25</p>	<p>Rule-making Strategies: Contract/Policy Drafting</p> <p>No scheduled Practice-based legal writing class on March 30. Sign up for individual conferences</p>	

Week 12 Class 20: March 30 Class 21: April 1	Rule-making Strategies: Contract/Policy Drafting: related email to client/letter to opposing counsel MPT-Contract —.	Contract due in class. Assign final memo/opinion letter due April 30 in class (20%).
Week 13 Class 22: April 6 Class 23: April 8	Drafting form documents Drafting Good Discovery	
Week 13 Class 23: April 14 Class 24: April 16	Drafting Good Discovery Editing/Proofreading; Legal writing principles	
Week 14 Class 25: April 21 Class 26: April 23	MPT Memo <u>No Practice-based legal writing class. Opportunity for conference on rewrite of contract/policy.</u> By appointment on April 29 or 30, or at your convenience. Conference schedule will be provided for sign-up.	
Week 15 Class 27: April 28 Class 28: April 30	Judicial Opinions/Scholarly Writing Wrap up/ Review	Memos due in class

*** The syllabus may be modified as needed to achieve the course objectives***

The final grade for this semester of Practice-based Legal Writing comprises the following:

1. Memo 1 (20%);
2. MSJ (20%);
3. Client Letter (20%);
4. Contract/Policy provisions (20%); and
5. Memo 2/Opinion Letter (20%).