

JURI4071 - 1L Legal (Reading and Analysis and) Writing Syllabus

I. General Course Information

People to Contact

Professor: Professor Jean Mangan, jmangan@uga.edu, 307 Rusk Hall
she/her/hers

Administrative Assistant: Jessica Atkinson, Jessica.atkinson@uga.edu, 318 Rusk Hall

Teaching Assistant: K. Tyler Dysart, kevin.dysart25@uga.edu

Required Materials

Bel-Jean Packet for Mangan JURI4071. Bel-Jean is located at 163 E Broad St, Athens, GA 30601 and is open from 8am-7pm Monday-Friday and 12-5pm on Saturday. Their phone number is (706) 548-3648. The packet costs about \$64.00.

The Bluebook: A Uniform System of Citation (Columbia Law Review Ass'n et al. eds., 20th ed. 2015).

Core Grammar for Lawyers: Go to <https://coregrammar.com/getcgl> in your browser. Complete the form and be sure to select "GA" for your state and "University of Georgia School of Law" for your school. On the payment page, enter "**UGALAW19**" in to the Access Code field. Your discounted price will appear immediately. Enter your credit card information below, verify the purchase, and continue on to create your Core Grammar for Lawyers account. You will be able to start using CGL immediately.

All other reading materials will be provided to you.

Class Time

Tuesday and Friday, 1:00-2:15pm, Hirsch Hall, Room A

Getting in Touch

Formal supervision and other meetings will be primarily by appointment in my office, 307 Rusk Hall. I will be available to schedule appointments on Monday, Tuesday, Thursday, and Friday during times when I am not in class. I will be available immediately after class for office hours. Generally, you can seek guidance from me at any time. I am responsive to emails and make every effort to respond to you within 24 business hours (For example, if you email me Friday night, I may not get back to you until Monday afternoon).

Course website (TWEN)

I will maintain a course website on TWEN, which will be a place to access the syllabus, as well as any subsequent modifications, additions, or installments, additional reading materials, handouts, and slides. This is also where I will post sign-up slots for conferences and meetings.

Attendance

While I would love to have you attend every class so that you can learn the most possible, there are times when coming to class is not feasible. If you have a justifiable excuse for an absence (illness, family emergency, etc.) you must let me know via email at least one hour prior to class. Unexcused absences may affect your class participation grade. In addition, under the Law School's attendance policy, if you miss more than four classes this semester without prior approval you may receive a failing grade for the course.

Regular and punctual class attendance is an integral part of the learning process. Under Standard 308 of the ABA Standards for Approval of Law Schools, all schools must "adopt, publish and adhere to a written policy requiring regular class attendance." In compliance with this Standard, it is Law School policy that students must attend classes regularly. Specifically, a student should not incur during a semester a number of absences in excess of twice the number of times a particular course is scheduled to meet per week. Absences in excess of this number may result in an administrative withdrawal and/or entry of an automatic "F" in a course.

<http://www.law.uga.edu/student-handbook#part4>

Class Participation and Professionalism

Students will be evaluated on class participation, including attendance, preparation, and contributions to class discussion, and on professionalism in the classroom. Students must notify the professor prior to any absences. If a student fails to provide prior notice or is absent for more than one class, the professor reserves the right to lower the student's grade. This and all other courses in which you enroll are important steps in developing your professional identity and reputation with me, the law school, the Athens community, and beyond. Accordingly, you will need to follow the ideals and rules of professional responsibility at all times.

Failure to satisfactorily meet any of these requirements will affect your grade, and, if egregious, will result in a failing grade for the course. Let me know if you have any questions or concerns.

Laptops and other electronic media in class

No laptops in class unless I specifically ask you to bring a laptop for class that day. Do not use laptops, tablet computers, or other electronic devices in class unless directed to do so during specific classes. Cell phones and other wireless devices must be silenced or turned off prior to the beginning of class and may not be used during class. This class follows University of Georgia School of Law policy which prohibits electronic recording of classes without prior written approval.

Several of your assignments may be available in electronic format. When this occurs, please bring your laptop to class so you can refer to the document without having to print. So long as the ability to use laptops during these time periods is not abused, this policy will be in effect.

Grades

To receive full credit for JURI4071, you must satisfactorily complete one graded assignment as well as assigned ungraded assignments. Failure to complete any assignment, graded or ungraded, can result in a grade of “Incomplete” for the course. The “Open Memo” assignment will count for 100% of your grade.

To receive credit for this course, you must satisfactorily complete the following:

1. Core Grammar for Lawyers
 - *Pre-test – complete on or before Aug. 30th
 - *Pass or attempt all sections not exempted on or before Nov. 5th
2. Case Brief
3. Bluebooking Assignments
4. Summary of the Law (short closed universe analysis)
5. Closed Memo Draft(s) & Conference
6. Closed Memo
7. Final Graded Assignment (Open Memo)
8. Resume, Cover Letter, and individual meeting with Career Development Office
9. All homework, in-class, and other assignments

Also, I may reduce your semester grade by $\frac{1}{3}$ of a letter grade (e.g. B+ to B) if you fail to complete graded or ungraded assignments and/or turn in graded or ungraded assignments late.

All J.D. exams, whether take-home or timed in a classroom, will be graded anonymously. Students may access their “Blind Grading ID” number either online through <http://athena.uga.edu> at or in their MyGeorgiaLaw student portal. Students are assigned a new anonymous exam number at the beginning of each semester and that Grading ID should be used for every course during that term to identify the student. Blind Grading IDs will be different for each student and will be confidential.

<http://www.law.uga.edu/student-handbook#part6>

Law School Grading Policy: To ensure a measure of uniformity in grading policies, the faculty has instituted the following regulations: Except as set forth below, the average grade in all courses must fall within the range of 2.90 – 3.20. The grades of non-J.D. students will be disregarded for purposes of this policy. All courses and seminars with 20 or fewer **J.D.** students are not subject to his policy. <http://www.law.uga.edu/student-handbook#part6>

II. Learning Objectives

We will employ a collaborative and reflective model of learning throughout the year, recognizing and drawing on the diverse strengths and capacity for growth that each of us brings to the classroom. My goal is to help you attain the following by the end of the semester:

Meet Course Requirements for Graduation from UGA Law

JURI4071 is one of the required courses in which students must enroll and successfully complete to 1) continue on to the second year and 2) receive a J.D. from the University of Georgia School of Law.

Develop Skills for and Practice Legal Writing

You will learn where laws come from and what to look for when reading law. You will learn how to break a law down into its parts and how to combine those parts with other laws or their parts to articulate rules. You will learn how to apply those rules to sets of facts to predict what the outcome will be for a particular set of facts. You will learn how to decide what laws and what facts are relevant to decide a particular issue. You will learn how to organize your findings into written products that are typically used in legal practice; you will use proper grammar, punctuation, spelling, and style appropriate for the written product. Overall, the goal in the first semester of 1L legal writing is to learn the basics of legal writing and to work on writing objectively. In the second semester, we will shift focus to persuasive writing.

Develop Skills Reflective Learning and Improvement

You will learn how to critique and learn from your own work as well as your peers. You will practice preparing professional goals and monitoring your progress in achieving those goals. You will learn to seek meaningful feedback to enhance professional and academic development. You will develop professional and practical skills, including issue-spotting, communication, legal analysis, problem-solving, and review and editing. You will appreciate the value of producing an excellent work product.

Questions you will learn to implement to assess your work include:

Was each written product accurate, organized, thorough and concise? Was the intended audience taken into account? Did the documents reflect knowledge of the relevant law as well as the client's intentions and wishes? Were the documents practical, unambiguous and internally consistent? Did I properly identify, evaluate and apply accurate and compelling sources of information in assessing problems and evaluating/developing solutions? Have I employed effective storytelling and legal communication strategies in the delivery of my assignments?

Lay the Foundation for Lifelong Learning

You will learn to think independently and develop methodologies for tackling legal (and nonlegal) problems, which will serve you throughout your career.

Begin to Develop a Professional Identity

Your experiences with your peers, professors, and guest speakers over the course of this year will help you establish a professional identity as a lawyer. You will have the opportunity to develop confidence in your capacity to advocate as a lawyer and to instill a sense of professionalism in accordance with the rules of Professional Responsibility.

III. Mental Health Resources

As a human being some of you may experience a range of issues during the school year that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating, and/or lack of motivation. These concerns or other stressful events may lead to diminished academic performance, or may reduce your ability to participate in daily activities. If you need to talk to someone because you are concerned you may harm yourself or someone else, please reach out to someone. There are services available to assist you in addressing these and other concerns you may be experiencing:

UGA Counseling and Psychiatric Services (CAPS) – A psychologist with the University Health Center provides free consultation, screening and assessment, counseling, and referral services, and may also identify and facilitate needed preventive services, for students at the law school one day a week. You may schedule an appointment by contacting Counseling & Psychiatric Services at 706-542-2273. Students can make an appointment to see a counselor at the University Health Center anytime by calling CAPS or online through their UGA Patient Portal.

Law students will not be directly billed for any out-of-pocket costs for psychiatric or therapy services. Students who lack insurance or have therapeutic reasons to avoid billing insurance will not be required to submit charges to insurance.

You can learn more about the broad range of confidential mental health services available on campus at the following website: <https://www.uhs.uga.edu/caps/>.

The Georgia Law Mental Health Alliance (GLMHA) is a newly formed law student organization that aims to destigmatize mental illness and provide a safe space for students, staff, and faculty to openly discuss mental health issues facing and impacting the law school community.

Any student who faces challenges securing their food or housing and believes this may affect their performance in the course is urged to contact the Associate Director of Student Affairs, Casey Graham, casey.graham@uga.edu, for support. Furthermore, please notify the professor if you are comfortable in doing so. This will enable her to provide any resources that she may possess.

You can also reach out to Ms. Graham if you would like further guidance on any of these or other available resources.

IV. Law School Honor Code and other UGA Policies

All work done in this course is subject to the University of Georgia Law School Honor Code (<http://www.law.uga.edu/honor-code-constitution>) and Plagiarism Policy (<https://www.law.uga.edu/faculty-policy-plagiarism>), the University of Georgia Academic Honesty Policy (www.uga.edu/honesty), and the University of Georgia Non-Discrimination and Anti-Harassment Policy (<https://eoo.uga.edu/policies/non-discrimination-anti-harassment-policy>)
Lack of knowledge of policies is not a reasonable explanation for a violation. Questions related to course assignments and the academic honesty policy should be directed to the professor.

All work done in this course should be your own. Do not share or discuss your written assignments (including for proofreading purposes) with anyone except me and the Teaching Assistant. Some assignments will use partnering or peer review, but only as expressly specified by me. I encourage you to consult the Teaching Assistant; plan to ask specific questions rather than asking the Teaching Assistant to read and review your work for all possible problems.

The law school is dedicated to facilitating equal educational and learning opportunities for students with documented disabilities. Students requiring accommodations under the Americans with Disabilities Act must contact the Associate Director of Student Affairs, Casey Graham, at casey.graham@uga.edu.

Law School Handbook

Many questions you may have regarding coursework, graduation requirements, course registration, deadlines, and many other types of information are readily available in the UGA Law Student Handbook, which can be found at <http://www.law.uga.edu/student-handbook>.

V. Assignments

Proposed Class Schedule:

The course syllabus is a general plan for the course; deviations announced to the class by the professor may be necessary.

Week (Tues.)	Assignment
Aug. 20	<p>Tab 1. John C. Dernbach et al., <u>A Practical Guide to Legal Writing and Legal Method</u> (6th ed. 2017). 20 pp. Ch. 1: Rules and Policies (3-7). Ch. 2: Sources of Law (11-19). Ch. 4: Precedent and <i>Stare Decisis</i> (43-48).</p> <p>Tab 2. Rachel I. Gurvich, <u>Tweets to a Young 1L</u>, 21 Green Bag 2d 281 (2018). 15 pp.</p> <p>Tab 3. Jennifer Romig, <u>A digression: re-learning to swim</u>, Listen Like a Lawyer (Mar. 22, 2019, 7:30 AM), https://listenlikealawyer.com/2018/04/03/a-digression-re-learning-to-swim/. 3 pp.</p>
Aug. 27	<p>Tab 4. Orin S. Kerr, <u>How to Read a Legal Opinion</u>, 11 Green Bag 2d 51 (2007). 13 pp.</p> <p>Tab 5. Alexa Z. Chew and Katie Rose Guest Pryal, <u>The Complete Legal Writer</u> (2016). 15 pp. Ch. 7: Legal Reading (69-83).</p> <p>Tab 6. <u>Diego v. State</u>, A17A2007 (Ga. Ct. App. 2018). 9 pp.</p> <p>Tab 7. O.C.G.A. § 16-7-21 (2001). 2 pp.</p>
Sept. 3	
Sept. 10	<p>Tab 8. Jill Barton and Rachel H. Smith, <u>The Handbook for the New Legal Writer</u> (2014). 4 pp. Ch. 5: The Format for Legal Analysis (27-30).</p> <p>Tab 9. Ann Sinsheimer et al., <u>Legal Writing: A Contemporary Approach</u> (2014). 23 pp. Ch. 5: Understanding and Using Legal Rules (53-68). Ch. 7: Predictive Legal Analysis (105-111).</p> <p>Tab 10. Richard K. Neumann, Jr. et al., <u>Legal Reasoning and Writing</u> (8th ed. 2017). 23 pp. Ch. 4: Predictive Writing (39-45), Ch. 5: Inside the Writing Process (49-56), Ch. 6: More about Writing (57-64).</p>
Sept. 17	
Sept. 24	
Oct. 1	<p>Summary of Law Due (tentative)</p> <p>Tab 11. Writing An Office Memorandum handout, adapted from Shawn Donahue, <u>Writing the Memo</u> (Oct 16. 2018),</p>

	<p>http://www.shawndonahue13.com/uploads/9/7/4/6/97469540/writing_the_memo.doc. 10 pp.</p> <p>Tab 12. Nancy L. Schultz and Louis J. Sirico, Jr., <u>Legal Writing and Other Lawyering Skills</u> (3rd ed. 1998). 28 pp. Ch. 12: Introduction to the Memo (165-70), Ch. 13: The Memo: Heading, Issue, and Conclusion (171-79), Ch. 14: The Memo: Facts and Discussion (181-93).</p>
Oct. 8	<p>Tab 13. <u>Question(s) Presented</u>, GW LAW Writing Center (Mar. 22 2019 12:28 PM), https://www.law.gwu.edu/sites/g/files/zaxdzs2351/f/downloads/QuestionPresentedTipSheet.pdf. 2 pp.</p> <p>Tab 14. Jill Barton and Rachel H. Smith, <u>The Handbook for the New Legal Writer</u> (2014). 6 pp. Ch. 7: Writing an Objective Conclusion [covers QP, BA, C in CREAC] (34-39).</p> <p>Tab 15. Deborah E. Bouchoux, <u>Aspen Handbook for Legal Writers: A Practical Reference</u> (4th ed. 2017). 20 pp. Ch. 4: Features of Effective Legal Writing (84-103).</p>
Oct. 15	Closed Memo Discussions Due; Conference Week
Oct. 22	Tab 16. <u>Preap v. Johnson</u> , 831 F.3d 1193 (9th Cir. 2016). 13 pp.
Oct. 29	Closed Memo Due (tentative)
Nov. 5	<p>Core Grammar Modules Due</p> <p>Tab 17. Amy E. Sloan, <u>Basic Legal Research</u> (6th ed. 2015). 14 pp. Ch. 11 excerpts: Fig. 11.1 (292), Fig. 11.2 (295), Fig. 11.3 (304), Fig. 11.4 (305), Fig. 11.5 (306), Fig. 11.6 (307), Research Checklists (308-15).</p> <p>Tab 18. Jill Barton and Rachel H. Smith, <u>The Handbook for the New Legal Writer</u> (2014). 15 pp. Ch.39: Legal Research Basics (264-68), Ch. 41: Smart Research Strategies (272-81).</p>
Nov. 12	
Nov. 19	
Nov. 26	Monday Schedule on November 26; Open Memo Due This Week, Date TBA
Future Dates	Exams begin December 3 and end December 18