

**LEGAL WRITING SYLLABUS – FALL 2006**  
**Professor Alan (Al) J. Canner**  
**Section 805**  
**Wed. 9-9:50 a.m. and Fri. 1-1:50 p.m., Room 204**

**Office:** Room 450  
**Phone:** 303-492-1967  
**Email:** alan.canner@colorado.edu  
**Office Hours:** Wednesdays 10 – 10:45 a.m. and 11:45 a.m. – 12:30 p.m. (and by appointment)

**REQUIRED BOOKS**

Richard K. Neumann, Jr., *Legal Reasoning and Legal Writing: Structure, Strategy, and Style* (5<sup>th</sup> ed., Aspen L. & Bus. 2005).

Amy E. Sloan, *Basic Legal Research: Tools and Strategies* (3<sup>rd</sup> ed., Aspen L. & Bus. 2005).

*The Bluebook: A Uniform System of Citation* (18<sup>th</sup> ed., Harvard L. Rev. Ass'n 2005).

William Strunk, Jr. & E.B. White, *The Elements of Style* (4<sup>th</sup> ed., Allyn & Bacon 2000).

Alan L. Dworsky, *User's Guide to the Bluebook* (18<sup>th</sup> rev. ed., William S. Hein & Co. 2005)

**OPTIONAL BOOKS (choose one)**

Bryan A. Garner, *The Redbook: A Manual on Legal Style* (West Group 2002).

Terri LeClercq, *Guide to Legal Writing Style* (3<sup>rd</sup> ed., Aspen 2004).

Richard C. Wydick, *Plain English for Lawyers* (5<sup>th</sup> ed., Carolina Academic Press 2005).

**SUMMARY OF MAJOR ASSIGNMENTS**

1. **Closed Office Memorandum**
  - 15% of final grade
  - Due Monday, September 18, at 8:50 a.m.
2. **Closed Office Memorandum Rewrite**
  - 20% of final grade
  - Due Wednesday, October 11, at 8:50 a.m.
3. **Research Memorandum**
  - 30% of final grade
  - Due Wednesday, October 25, at 8:50 a.m.
4. **Research Memorandum Rewrite**
  - 35% of final grade
  - Due Friday, November 17, at 10:30 a.m.

**CLASS EXPECTATIONS**

Timely arrival, regular attendance, thorough preparation, completion of all assignments, and active participation are expected.

## SCHEDULE OF CLASSES AND ASSIGNMENTS

Please note that this schedule is subject to change. Changes or additional assignments will be announced in class or sent by email to all students. Please check your email daily. **You are responsible for all course information sent by email or posted on the class TWEN site.**

DATE	TOPIC	READING
Tuesday, August 22	<b>Class 1:</b> Introduction to Legal Writing	
Wednesday, August 23	<b>Class 2:</b> Introduction to the Legal System <b>Assign:</b> Case Brief	Neumann, Chs. 1 and 5; Sloan, Chs. 1 (§ A) and 4 (§ A)
Thursday, August 24	<b>Class 3:</b> Case Analysis and Briefs <b>Due:</b> Case Brief	Neumann, Chs. 2, 3, and 4
Wednesday, August 30	<b>Class 4:</b> Writing Style and Technique <b>Assign:</b> Writing Exercise	Strunk & White, Chs. I and II; Neumann, Ch. 19 and Appendix A
Friday, September 1	<b>Class 5:</b> The Office Memorandum and the Analytical Paradigm <b>Due:</b> Writing Exercise <b>Assign:</b> CREAC Assignment	Neumann, Chs. 6, 7, 9, 10, and 11
Wednesday, September 6	<b>Class 6:</b> Legal Rules <b>Due:</b> CREAC Assignment	Neumann, Ch. 15
Friday, September 8	<b>Class 7:</b> Rule Application and Conclusions	Review Neumann, Chs. 10 and 11
Wednesday, September 13	<b>Class 8:</b> Facts and Paragraphing	Neumann, Chs. 17 and 18
Friday, September 15	<b>Class 9:</b> Closed Memo Questions	
Monday, September 18	<b>Due: CLOSED MEMO at 8:50 a.m.</b>	
Wednesday, September 20	<b>Class 10:</b> Introduction to Legal Research	
Friday, September 22	<b>Class 11:</b> Secondary Sources <b>Assign:</b> Research Memorandum and Research Exercise I	Neumann, Ch. 14; Sloan, Chs. 1 (§§ B and C), 2, 3 (except § D), and 11
Wednesday, September 27  (10 <sup>th</sup> Circuit Court of Appeals Arguments, 1 – 4 p.m.)	<b>Class 12:</b> Case Research and Updating Your Research <b>Assign:</b> Research Exercises II and III <b>Due:</b> Research Exercise I	Sloan, Chs. 4 (except § D) and 5; <i>Skim</i> Shepard's handout; <i>Skim</i> Keycite handout
Friday, September 29	<b>Class 13:</b> TBA	
Week of October 2	Conferences on Closed Office Memorandum	
Wednesday, October 4	<b>No class</b>	

<b>DATE</b>	<b>TOPIC</b>	<b>READING</b>
<b>Friday, October 6</b>	<b>Class 14:</b> Citations <b>Assign:</b> Citation Exercises ( <a href="http://icw.lexisnexis.com">http://icw.lexisnexis.com</a> ) <b>Assign:</b> Research Exercise IV	Neumann, Ch. 20; Sloan, Chs. 1 (§ D) and 4 (§ D); Bluebook excerpts; Dworsky excerpts
<b>Wednesday, October 11</b>	<b>Class 15:</b> Large Scale Organization <b>Due: CLOSED MEMO REWRITE at 8:50 a.m.</b>	Neumann, Chs. 12 and 13
<b>Friday, October 13</b>	<b>Class 16:</b> TBA	
<b>Wednesday, October 18</b>	<b>Class 17:</b> Statutory Research and Interpretation <b>Due:</b> Research Exercises II–IV <b>Due:</b> Citation Exercises 1–4	Sloan, Ch. 6 (except § D); Neumann, Ch. 16
<b>Friday, October 20</b>	<b>Class 18:</b> Research Memo Questions	
<b>Wednesday, October 25</b>	<b>Class 19:</b> TBA <b>Due: RESEARCH MEMO at 8:50 a.m.</b>	
<b>Friday, October 27</b>	<b>No Class</b>	
<b>Wednesday, November 1</b>	<b>Class 20:</b> TBA	
<b>Friday, November 3</b>	<b>No Class</b>	
<b>Wednesday, November 8</b>	<b>Class 21:</b> TBA <b>Due:</b> Citation Exercises 5–8	
<b>Friday, November 10</b>	<b>Class 22:</b> TBA <b>Due:</b> Citation Exercises 10, 12–14	
<b>Wednesday, November 15</b>	<b>Class 23:</b> Research Memo Rewrite Questions	
<b>Friday, November 17</b>	<b>Class 24:</b> TBA <b>Due: RESEARCH MEMO REWRITE at 10:30 a.m.</b>	
<b>Wednesday, November 22</b>	<b>No Class:</b> Thanksgiving Holiday	
<b>Friday, November 24</b>	<b>No Class:</b> Thanksgiving Holiday	
<b>Wednesday, November 29</b>	<b>Class 25:</b> Final Class – Student Evaluations	