

## Master Syllabus

### PAR 2301 - Advanced Legal Research & Writing

**Division:** Business and Public Services

**Department:** Paralegal

**Credit Hour Total:** 3.0

**Lecture Hrs:** 3.0

**Prerequisite(s):** PAR 1201

**Other Prerequisite(s):** AND Restricted to Majors

**Date Revised:** January 2013

---

### Course Description:

Develops skills introduced in Legal Research & Writing. This course covers research in federal and national legal resources, writing trial briefs, writing research memoranda and letters and using a citations manual.

### General Education Outcomes:

- ▣ Written Communication Competency
- ▣ Information Literacy Competency

### Course Outcomes:

#### Research memorandum

Apply the research skills and stages of the writing process to prepare an informational legal memorandum, a trial brief and legal letters.

**Assessment Method:** Locally developed exams

**Performance Criteria:** Students must attain a minimum of 79% on exams.

**Assessment Method:** Simulations

**Performance Criteria:** Students must timely complete all assignments, meeting stated written and oral requirements at a performance rate of 79% or higher.

#### Federal and national legal resources

Use federal and national legal resources to find cases, statutes and administrative regulations.

**Assessment Method:** Locally developed exams

**Performance Criteria:** Students must attain a minimum of 79% on exams.

**Assessment Method:** Simulations

**Performance Criteria:** Students must timely complete all assignments, meeting stated written and oral requirements at a performance rate of 79% or higher.

#### On-line legal research tools

Use advanced computer-aided research techniques to find legal resources.

**Assessment Method:** Locally developed exams

**Performance Criteria:** Students must attain a minimum of 79% on exams.

**Assessment Method:** Simulations

**Performance Criteria:** Students must timely complete all assignments, meeting stated written and oral requirements at a performance rate of 79% or higher.

### Outline:

Trial brief  
Research memo  
Citations  
Letters  
On-line legal research tools