



WOL-PO2 Investigation and Legal Reasoning - Course Syllabus

Description:

WOL-PO2 Investigation and Legal Reasoning gives new paralegals the skills and context necessary to succeed. This course covers ten critical skills: identifying legal issues, breaking rules into elements, applying rules to facts, interviewing clients, investigating facts, digesting discovery documents, providing litigation assistance, researching the law, drafting documents, and representing clients at administrative agencies.

Textbook: Introduction to Paralegalism: Perspectives, Problems, and Skills 8th Ed. – Statsky
ISBN: 9781285863344

Course objectives:

Throughout the course, you will meet the following goals:

- Define legal analysis and list the major skills involved.
- Learn to write opinions and memorandums of law.
- Learn how to legally interview a client and understand its importance.
- Explain the importance of definitions and how to phrase them broadly and narrowly.
- List the guides to fact gathering in investigation and discuss the paralegals role in it.
- Distinguish between fact research and legal research.
- Explain why legal research cannot answer every legal question.

Contents:

Ch 1: Introduction to Legal Analysis
Ch 2: Legal Interviewing
Ch 3: Investigation in a Law Office
Ch 4: Litigation Assistantship
Ch 5: Legal Research
Ch 6: Legal Writing
Ch 7: An Introduction to the Use of Computers in a Law Office
Ch 8: Introduction to Law Office Administration
Ch 9: Informal and Administrative Advocacy

Grading Scale

A = 90-100%

B = 80-89.9%

C = 70-79.9%

F = under 70%

Grade Weighting

Chapter Quizzes..... 70%

Final Exam..... 30%

100%