COURSE NAME: Advanced Legal Writing: Litigation Drafting

COURSE NUMBER: L8707C

PROFESSOR: Votava

ESSENTIAL PREREQUISITES: Civil Procedure I & II, Introduction to Law I & II, Evidence

DESIRABLE PREREQUISITES: Interest in improving legal writing skills

COURSE BOOKS:
Required:
Basic Legal Drafting by Anne Rutledge
Beyond the Basics by Mary Bernard Ray and Barbara Cox
Optional:
Plain and Accurate Style in Court Papers by Irwin Alterman
The Bluebook: A Uniform System of Citation
Plain English for Lawyers by Richard C. Wydick

MAJOR LEARNING OBJECTIVES OF THIS COURSE:
1. Understand the arc of litigation and begin to think strategically about what documents are needed at various stages of litigation.

2. Demonstrate comfort and understanding about rules of civil procedure as they apply to various litigation documents.

3. Draft an opinion letter to a client using appropriate tone and content

4. Draft a demand letter to a defendant or insurance company.

5. Draft appropriate email correspondence to clients, opposing counsel and the court.

6. Demonstrate an awareness of general legal billing practices and how to capture value with time.

7. Argue on behalf of a client in an informal in-chambers motion hearing.

METHOD OF GRADING & APPRAISAL OF STUDENT FOR GRADE:
Weekly in-class quiz (10%)
Motion oral argument (5%)
Out-of-class writing assignments (85%)

SUMMARY DESCRIPTION OF COURSE:
Advanced Legal Writing: Litigation Drafting emphasizes the skills and techniques employed in drafting various common litigation documents. The emphasis is on writing, both in and out of class. Class time is spent discussing, writing and evaluating a variety of legal documents, with out-of-class time spent drafting and revising graded litigation and transactional documents.

COURSE CONTENT:
In-class writing exercises, out-of-class text and writing assignments, lectures, and group discussion and evaluation.

RELEVANCY OF COURSE FOR CAREER PURPOSES:
This course provides practical, hands-on experience in drafting the documents litigation attorneys are asked to prepare in their first years of practice. Because the class focuses on understanding and drafting common litigation documents, it necessarily includes discussions and reference to the rules of civil procedure.

Additionally, because this class focuses on writing, the improved writing skills will transfer to the essay and practical skills portions of the Bar Exam. Moreover, at least one of the assigned documents has the potential to serve as a writing sample for prospective employers.