Course Acronym:	LAW
Course Number:	11
Descriptive Title:	Introduction to Legal Research
Division:	Business
Department:	Law
Course Disciplines:	Law
Catalog Description:	This course will give the paralegal a general introduction into the basic legal research tools, including legal citation, legal analysis, and writing of legal memorandum and legal documents. The course includes a component of training in online computer research.
Prerequisite:	
Co-requisite:	
Recommended Preparation:	Eligibility for English 1A and Law 4 or Law 5
Enrollment Limitation:	
Hours Lecture (per week):	3
Hours Laboratory (per week):	0
Outside Study Hours:	6
Total Course Hours:	54
Course Units:	3
Grading Method:	Letter Grade only
Credit Status:	Credit, degree applicable
Transfer CSU:	Yes
Effective Date:	Prior to July 1992
Transfer UC:	No
Effective Date:	
General Education: ECC	
Term:	
Other:	
CSU GE:	
Term:	
Other:	
IGETC:	

Term:	
Other:	
Student Learning Outcomes:	**SLO #1 Legal Memoranda and Forms** Draft pleadings/memoranda including court forms in a manner sufficient for submission to the applicable court. **SLO #2 Providing Direct Assistance to Attorneys** Apply knowledge of the law in order to provide direct assistance to attorneys including legal research. **SLO #3 Legal Comprehension** Understand and apply theories and principles of law to interpret legal documents, perform legal research and communicate those results.
Course Objectives:	1. Analyze legal resources and be able to state a set of legal issues. 2. Prepare basic research techniques using a specialized legal library including encyclopedias, code books, case reports and other legal practice materials. 3. Assess fact patterns and perform research on various legal topics. 4. Examine and identify legal citations. 5. Establish skills in online computer research. 6. Organize and initiate legal documents including legal memorandum, agreements and legal pleadings.

Major Topics:	**I. Basic Overview of a Law Library (9 hours, lecture)**
	
	   A. Legal Terminology
	   B. IRAC (Issue, Rule, Analysis, Conclusion) Legal Reasoning Exercises
	   C. Case Briefs
	
	II. Court Reports (6 hours, lecture)
	
	   A. National Reporter System
	   B. California Reporter
	   C. Advance Sheets
	
	III. Legal Digest System (3 hours, lecture)
	
	   A. Descriptive Word Index
	   B. Key Number System
	   C. Topical Analysis Research
	
	IV. Federal Constitution and Code (3 hours, lecture)
	
	   A. United States Code
	   B. United States Code Annotated
	   C. United States Code Service
	   D. Statutes at Large

V. State Constitution and Code (3 hours, lecture)

    A. Official California Codes/Statutes
    B. Annotated Codes
    C. Pocket Parts

VI. Legislative History (3 hours, lecture)

    A. United States Code Congressional and Administrative News (USCCAN)
    B. Annotated Codes
    C. Session Laws

VII. Secondary Resources (9 hours, lecture)

    A. Legal Encyclopedias
    B. Treatises
    C. Annotated Law Reports
    D. Formbooks

VIII. Court Rules (3 hours, lecture)

    A. Federal
    B. State
    C. Local

IX. Citation Services (3 hours, lecture)

    A. Shepard's
    B. KeyCite
    C. Purpose of Cite Checking

X. Online Computer Research (3 hours, lecture)

    A. Lexis
    B. Westlaw
    C. Alternative Online Research Databases

XI. Legal Memorandum Research and Analysis (6 hours, lecture)

    A. Questions Presented
    B. IRAC Format
    C. Interoffice Memo Format

XII. Legal Citations (3 hours, lecture)

    A. Bluebook
    B. California Style Manual
    C. American Legal Writing Directors (ALWD)

Total Lecture Hours:	54

Total Laboratory Hours:	0
Total Hours:	54
Primary Method of Evaluation:	1) Substantial writing assignments
Typical Assignment Using Primary Method of Evaluation:	Compose a query on LEXIS or Westlaw when searching for a California Supreme Court case discussing granting or obtaining a license to use the property of another. This case should contain the general rule or elements of obtaining or granting a license in your jurisdiction. Print out the citation to the most recent case that you found. Brief the case using IRAC (Issue, Rule, Analysis, Conclusion) format in less than three pages.
Critical Thinking Assignment 1:	Research California law regarding companies sending unsolicited goods to a consumer and summarize your findings in a one-page memorandum. Be sure that your written answer includes validating, Shepardizing, and updating your resources.
Critical Thinking Assignment 2:	Read and analyze an assigned fact situation to discern legal issues. Research the pertinent law, and draft a legal memorandum that is 1000-2500 words including: a short recap of pertinent facts, identification of the legal issues, a concise statement of the relevant law to each issue, a determination of whether state or federal law applies, including both arguments for and against your position and an analysis leading to a conclusion in legal terms.
Other Evaluation Methods:	Essay Exams, Homework Problems, Multiple Choice, Objective Exam, Reading Reports, Term or Other Papers, True/False, Written Homework
Instructional Methods:	Demonstration, Discussion, Group Activities, Lecture, Multimedia presentations
If other:	Weekly library research time to work on assignments/exercises under the supervision of the instructor. Legal case studies and legal analysis
Work Outside of Class:	Answer questions, Problem solving activity, Required reading, Skill practice, Study, Written work (such as essay/composition/report/analysis/research)
If Other:	
Up-To-Date Representative Textbooks:	Deborah E. Bouchoux. Legal Research Explained. 5th ed. Aspen Publishers, 2020. Dernbach, J., A Practical Guide to Legal Writing and Legal Method. 6th ed. Aspen Publishers, 2017. Harvard Law. The Bluebook: A Uniform System of Citation. 21st ed. Harvard Law, 2020.
Alternative Textbooks:	
Required Supplementary Readings:	
Other Required Materials:	
Requisite:	Prerequisite
Category:	sequential
Requisite course(s): List both prerequisites	

and corequisites in this box.	
Requisite and Matching skill(s):Bold the requisite skill. List the corresponding course objective under each skill(s).	
Requisite Skill:	
Requisite Skill and Matching Skill(s): Bold the requisite skill(s). If applicable	
Requisite course:	Law-4 or Law-5
Requisite and Matching skill(s):Bold the requisite skill. List the corresponding course objective under each skill(s).	**Understanding of legal opinions and cases with an ability to articulate an appropriate response to a legal issue based upon legal authority used.** LAW 4 - Demonstrate a usable legal vocabulary. LAW 5 - Articulate between the three branches of government and as a result, comprehend legal matters involving professional and personal matters **Ability to analyze a factual situation and apply the appropriate legal authorities to suggest a solution.** LAW 5 - Articulate between the three branches of government and as a result, comprehend legal matters involving professional and personal matters LAW 4 - Solve legal problems in a logical and analytical manner. **Ability to distinguish various types of legal authority and understand how and when to use different authorities for persuasion and discussion.** LAW 5 - Articulate between the three branches of government and as a result, comprehend legal matters involving professional and personal matters LAW 4 - Compare and contrast the roles of the legislature, courts, and administrative agencies in the legal environment.
Requisite Skill:	Eligibility for English 1A
Requisite Skill and Matching skill(s): Bold the requisite skill. List the corresponding course objective under each skill(s). If applicable	**Students need well-developed reading skills in order to understand and interpret information in their textbooks and writing skills to develop essays and projects.** Summarize, analyze, evaluate, and synthesize college-level texts. Write a well-reasoned, well-supported expository essay that demonstrates application of the academic writing process.
Enrollment Limitations and Category:	
Enrollment Limitations Impact:	

Course Created by:	Dagmar Halamka
Date:	10/07/1975
Original Board Approval Date:	
Last Reviewed and/or Revised by:	Nicholas McGrue
Date:	09/01/2020
Last Board Approval Date:	12/19/2022