ADVANCED LEGAL ANALYSIS AND STRATEGIES
FALL 2017, 639-2, Sec. 251
Thursdays, 3:00 p.m. – 4:50 p.m., Room

Professor: Heidi Ramos-Zimmerman  Office: Room 226  Phone: 68-453-8833
Email: hramos@siu.edu

Office Hours: 3:00 -5:00 p.m., M, W and 9:30-11:30 a.m., T and Th. I have an open door policy, but suggest setting an appointment to guarantee no scheduling conflict.

ASSIGNED TEXTS:
Required:
BarBri materials distributed in class. Students will be responsible for printing costs.

PROFESSIONAL GOALS:
Advanced Legal Analysis and Strategies (ALAS) will introduce and reinforce bar examination study and test taking skills through in-depth exploration of each part of the bar exam (multiple choice (MBE), essay (MEE) and multi state performance exam (MPT)). In addition, ALAS seeks to strengthen those ancillary skills – analyzing, studying and memorizing the substantive information – that positively influence student success on the bar exam. ALAS is not a replacement for a traditional commercial bar preparation course containing all the necessary substantive information. Rather, it is a course meant to hone the skills necessary for bar exam success.

PROFESSIONAL EXPECTATIONS:
As you know, your professional legal career began when you started law school. As you look to completing law school and becoming practicing attorneys, I want you to continue learning and practicing the professional behavior expected of you as attorneys in the legal profession. To that end, please read and familiarize yourself with the following specifics:

Assignments:
You are responsible for all assigned reading (including exercises) whether or not we cover the material in class. You must also complete all additional exercises assigned during the semester. The syllabus reflects my best approximation of the time needed to cover each topic. If necessary, I will modify the schedule and advise you of any changes.

Attendance, Preparation and Participation:

Attendance: Class attendance is mandatory. As a professional courtesy, please notify me in advance if you must miss class. You may take up to two absences in this class. If you miss two classes, I will contact the Associate Dean regarding your absences; inform him of the potential result if you miss an additional class and the resultant effect on your grade. If you miss class three times, you will receive an UNSATISFACTORY for this course.

The School of Law’s attendance policies, influenced by the Standards of Accreditation of the American Bar Association, require regular and punctual class attendance by all students. At the beginning of each class, I will
pass around a class list for initialing. No one may initial for another student. Please arrive on time to get credit for your attendance and to avoid disrupting the class in progress.

**Preparation:** I expect you to attend and be prepared to participate in every class. The format of each class will consist of an overview of the day, review of the previous week’s assignment, and lecture/discussion/or videos related to the materials read for homework as well as new topics. There will also be discussion and practice of the different bar exam components and test taking skills. The readings and exercises are essential for learning how to best prepare for the bar exam.

The American Bar Association standards for accrediting law schools contain a formula for calculating the amount of work that constitutes one credit hour. According to ABA Standard 310(b)(1), “a “credit hour” is an amount of work that reasonably approximates: (1) not less than one hour of classroom or direct faculty instruction and two hours of out-of-class student work per week for fifteen weeks, or the equivalent amount of work over a different amount of time.” This is a 2-credit hour class, meaning that we will spend two 50-minute blocks of time together each week (a 100-minute block each Thursday). The amount of assigned reading and out of class preparation should take you about 4 hours for each week’s class. Applying the ABA standard to the number of credits offered for this class, you should plan to spend a total of **6 hours per week (2 in class and 4 preparing for class) on course-related work.**

**Participation:** Being prepared means completing any assigned readings and exercises, taking the time to understand them and being able to engage in class discussion regarding the materials. To facilitate class discussion, I will primarily seek volunteers, but reserve the right to call on students.

**In this class, people of all ethnicities, genders or gender identities, religions, ages, sexual orientations, disabilities, socioeconomic backgrounds, regions, and nationalities are strongly encouraged to share their perspectives and experiences. If you feel your differences may, in some way, isolate you from our community, or if you have need for specific accommodations, please speak with me early in the semester about your concerns and what we can do together to help you become an active engaged member of our class and community. Please respect your fellow students’ opinions and refrain from personal attacks or demeaning comments of any kind.

**Deadlines and Extensions:** All written assignments are due on the dates indicated and should be turned in according to the instructions given. A student may only request an extension before an assignment’s deadline and only in the case of an unforeseeable emergency.

All assignments are due by 5:00 p.m. on the date specified in the syllabus. **All assignments (including the simulations) are due electronically, via TWEN.** Handwritten work product can be submit in person.

**Laptops, cell phones, and other electronic devices:** During class, you may not use laptops, cell phones, or other electronic devices in any manner that is likely to interfere with your class participation or that of other students.

**General Grading Criteria:** Students completing Advanced Legal Analysis and Strategies will receive either a satisfactory or unsatisfactory based on total points awarded. Your professor will award points for each assignment based on **completion** (timely turning in assignments that comply with the given directions) and **quality** (gradual assimilation and evidence of adopting the necessary skill level for bar exam success). Your professor may also consider the **style** (word choice,
precision and conciseness) and mechanics (grammar, spelling and other technical aspects) when awarding points, regardless of the assignment type.

Points needed for a passing score – 383 Total (completion (C) and/or quality (Q) out of 510 possible points)

*You are required to get at least 75% of the points on these exercises to pass the course. Your professor will return any submission not meeting this minimum criterion. Student will then have the opportunity to re-write and re-submit these assignments. Failure to tender any of the final assignments will result in an unsatisfactory grade for the course.

**COMMUNICATION:**

**TWEN:**
I will contact you frequently using TWEN – a Westlaw application. Please register for TWEN as soon as possible. You need to provide your email address as part of the registration process. You can reach the TWEN website by going to [www.lawschool.westlaw.com](http://www.lawschool.westlaw.com), signing in and selecting the course entitled *Tuesday’s Advanced Legal Analysis and Strategies – Fall 2017 – Professor Ramos-Zimmerman*. Please note that TWEN can direct your e-mail to junk or spam folders. Make sure you adjust your email settings so that you receive your messages.

**Email:**
I may communicate with you through your “siu.edu” email accounts. Therefore, you should check your SIU mail regularly. If you use a different e-mail address, you should have your SIU mail forwarded to that address. If, during the course of the semester, you think you have not received group messages sent to your classmates (through TWEN or SIU mail), please consult with IT to solve the problem.

**Communicating with the Professor via Email:**
While I prefer face-to-face communication, you may contact me with your questions via email (hramos@siu.edu). While response times will vary, I will make every effort to respond quickly to your messages. On occasion, you may ask a question that requires a face-to-face answer. If that is the case, I may request that you see me in person so we can fully discuss your question.

**Independent Work/Ban on Collaboration:** You may not obtain help from any other person (including any other student) unless your professor expressly authorizes such assistance and then only to the extent expressly authorized. This ban on collaboration includes obtaining written materials from another student or communicating with another student about an assignment. This ban on collaboration applies to both graded and ungraded exercises. Permission to get help from someone else on one exercise does not necessarily give you permission to do so on another exercise. If you fail to comply with this requirement for independent work, you risk violation of the Honor Code, which can lead to serious penalties, including expulsion. The school must report any Honor Code investigation to the Bar Examiners, even if you are cleared of any violation. When in doubt about how to proceed, ask your professor.

Plagiarizing another's work, in whole or in part, is a violation of the Honor Code and can lead to serious penalties, including expulsion. An Honor Code investigation must also be reported to the Bar Examiners, even if you are cleared of any violation. The Honor Code defines plagiarism as:
passing off another’s ideas, words, or work as one’s own, including written, oral, multimedia, or other work, either word for word or in substance, unless the student author credits the original author and identifies the original author’s work with quotation marks, footnotes, or other appropriate designation in such a way as to make clear the true author of the work.

**Emergency Procedures:**
Southern Illinois University Carbondale is committed to providing a safe and healthy environment for study and work. Because some health and safety circumstances are beyond our control, we ask that you become familiar with the SIUC Emergency Response Plan and Building Emergency Response Team (BERT) program. Emergency response information is available on posters in buildings on campus, available on BERT's website at www.bert.siu.edu, Department of Safety’s website www.dps.siu.edu (disaster drop down) and in Emergency Response Guideline pamphlet. Know how to respond to each type of emergency. Instructors will provide guidance and direction to students in the classroom in the event of an emergency affecting your location. It is important that you follow these instructions and stay with your instructor during an evacuation or sheltering emergency. The Building Emergency Response Team will assist your instructor in evacuating the building or sheltering within the facility.

If you find yourself or another student struggling to cope with school or life, know that…

**SALUKI CARES.**

The purpose of Saluki Cares is to develop, facilitate and coordinate a university-wide program of care and support for students in any type of distress—physical, emotional, financial, or personal. By working closely with faculty, staff, students and their families, SIU will continue to display a culture of care and demonstrate to our students and their families that they are an important part of the community. For Information on Saluki Cares: (618) 453-5714, or siucares@siu.edu, http://salukicares.siu.edu/index.html. At the School of Law, Assistant Dean Judi Ray is also available to help students access university resources. Her email is judiray@siu.edu, and her phone number is 618-453-3135.

**NOTICE OF RECORDING POLICIES:** We no longer record all classes at the law school. Instead, we are recording classes for students as required for ADA compliance purposes. If your class is recorded for ADA compliance purposes, we will notify you. Otherwise, it is an Honor Code violation for a student to create or distribute such recordings [Honor Code I.E.1.g].

**FINAL NOTE FROM YOUR PROFESSOR**

The goal of this course is to fill in the gap left by the commercial bar course provider and to instill, in students, the skills and confidence necessary to undertake bar study and ultimately be successful on the bar exam. As such, this course will not undertake to provide a review of all the substantive material typically studied in preparation for a bar exam. While some of that substantive material may be used during the course, it will be used as a vehicle for reviewing, learning and instilling the skills necessary for bar exam success. I hope to introduce you to this process of bar study in a way that is engaging and stimulating for you. Still, it will take a great deal of work to understand all of the concepts associated with studying for the bar, but your diligence and
commitment to learning will propel you through it. I look forward to exploring the process with you in the coming weeks!

Professor Heidi Ramos-Zimmerman

**WEEK ONE (August 24)** – Course and Class Introduction (Syllabus, Class Rules, etc.)/ Introduction to the Bar Exam/Initial Skills Assessment/Why People Fail the Bar/Start schedule discussion

**WEEK TWO (August 31)** – Review last assignment and Answer bar questions/ Learning by the Numbers/Processing Bar Course Lecture Notes/Start Barbri BEAT Contracts Lecture

**WEEK THREE (September 7)** – Review last assignment/Outlining and Writing Bar Essays/ Multiple Choice Questions/Finish Barbri’s BEAT Contracts Lecture/ Outline contracts essay in class

**WEEK FOUR (September 11-15)** - NO CLASS THIS WEEK, but must attend conference. Failure to attend the conference will result in an unsatisfactory grade for the course. Sign-up sheets on TWEN page.

**WEEK FIVE (September 21)** – Review last assignment/Evaluating essays/Start Barbri’s Property Lecture

**WEEK SIX (September 28)** – Review last assignment/In-class Multiple Choice assignment / Finish Barbri’s BEATS Property lecture.

**WEEK SEVEN (October 5)** – Review last assignment/In-class, timed Essay assignment / Discuss MPTs and start MPT outline in class

**WEEK EIGHT (October 9-13)** - NO CLASS THIS WEEK, but must attend conference. Failure to attend the conference will result in an unsatisfactory grade for the course. Sign-up sheets on TWEN page.

**WEEK NINE (October 19)** – Review last assignments/In-class timed MPT

**WEEK TEN (October 26)** - Review last assignment/ Discuss study environment and setting the atmosphere/Thoughts on memorization.

**WEEK ELEVEN (November 2)** IN CLASS MEE SIMULATION* - must participate to be considered for a grade of satisfactory for the course.

**WEEK TWELVE (November 9)** – IN CLASS MPT SIMULATION* – must participate to be considered for a grade of satisfactory for the course.

**WEEK THIRTEEN (November 16)** – IN CLASS Multiple Choice questions*–must participate to be considered for a grade of satisfactory for the course. Review law assignments/Stress, Time Management and Studying for the Bar

**WEEK FOURTEEN** - Thanksgiving Break
WEEK FIFTEEN (November 28 – December 1) NO CLASS THIS WEEK, but must attend conference. Failure to attend the conference will result in an unsatisfactory grade for the course. Sign-up sheets on TWEN page.

Final assignments* due via TWEN by December 5th at 5:00 p.m.