



Syllabus for
CSLC 73008:
Introduction to Legal English
Notre Dame, Summer 2017

Instructor:	Lisa Joy Oglesbee, M.A. English for Academic Purposes (EAP) Center for the Study of Languages and Cultures (CSLC)	Office:	329 DeBartolo Hall
Office Hours:	By appointment	Email:	loglesbe@nd.edu
		Phone:	574-631-5881
		Time:	M-F 9:00-10:15am
		Location:	240 DeBartolo Hall

Course Description

This course is designed for incoming international LLM students and provides a brief introduction to the U.S. legal system and academic skills used in the American legal classroom.

Course Goals

As a result of taking this course, you will be able to:

- Articulate the unique aspects of the U.S. legal system.
- Read case briefs in an effective manner.
- Identify and demonstrate principles of English for Legal Purposes.
- Write a case brief and short memo.
- Develop your own note-taking and studying strategies.

Course Objectives

To accomplish the above goals, you will be expected to attend class each day and complete all assignments:

- Eleven language focus worksheets
- Two hundred new legal vocabulary definitions and sentences from the Merriam-Webster Legal English 3000 Core Vocabulary Words list
- One reading outline
- One case brief with correct format and citations
- One short memo via email
- Weekly reaction assignments on Scot Turow's book, *One L: The Turbulent True Story of a First Year at Harvard Law School*

Course Standards

To complete this course satisfactorily, you must adhere to the following:

Attendance and Absences: You are expected to be in class on time, precisely at or before 9:00am. You will be allowed four absences for the 4-week period without penalty. Following the fourth

absence, you will be asked not to return to the class. If you are absent, it is *your* responsibility to contact the professor before class and/or fellow students after class to get the information that you missed; however, there is no substitute for being present in class. Instances of tardiness will also be recorded. If you are more than 5 minutes late to class, you will be counted tardy. **Note: 3 tardies = 1 absence.**

Timely Completion of Assignments: All assignments must be completed by the due date, unless alternative arrangements have been made beforehand or an illness is documented. The professor will not give feedback on unexcused late work.

Class Participation: Contributing to class discussions is particularly important in this course. Therefore, you must come to class ready to participate.

Academic Integrity: You are expected to complete and hand in your own original work. If you copy someone else's writing or work without appropriate citation or ask someone else to complete work for you, you are committing plagiarism. If in doubt, please cite. If you have concerns about what constitutes plagiarism, please see the instructor during office hours or sign up for a tutoring appointment with an EAP fellow. Any and all documented plagiarism will result in immediate failure of the course.

Other Class Rules and Etiquette:

- Do not eat during class.
- Turn off your cell phones before class begins.
- Be kind, respectful, and professional in all communications with classmates and the instructor.

Technology: This course requires students to use Notre Dame e-mail, Sakai, and Google Docs to communicate with the instructor. Sakai will be used to disseminate course materials and to submit written assignments. All written assignments will be typed in Google Docs and the link shared with the professor.

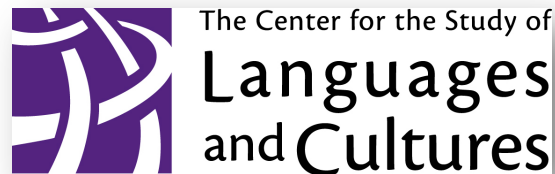
English for Academic Purposes (EAP) Program

The Center for the Study of Languages and Cultures (CSLC) not only provides services for foreign language study, but also English for Academic Purposes. This program is a unique academic support initiative for international students that offers targeted services to support academic English language skills in all linguistic modalities: reading, writing, listening, speaking, and grammar.

The goal of the program is to empower international students to maximize their success at Notre Dame and beyond. The program attempts to achieve this goal in three ways:

- 1. Coursework:** The CSLC offers graduate courses throughout the academic year. These currently include:
 - CSLC 73002 - Academic & Technical Writing for International Graduate Students
 - CSLC 73003 - Pronunciation Strategies & Techniques for English Language Learners
 - CSLC 73005 - Academic & Technical Presentations for International Graduate Students
 - CSLC 73006 - EAP Graduate Writing (summer)
 - CSLC 73007 - EAP Oral Proficiency (summer)
 - CSLC 73008 - Legal EnglishFor more information, visit cslc.nd.edu/programs/eap/courses.
- 2. Workshops:** Thematic workshops are regularly offered on topics ranging from advanced English grammar, to rhetorical style, academic genre, linguistic register, reading/listening strategies, professional development, and pronunciation techniques. For a schedule of workshops, visit cslc.nd.edu/programs/eap/workshops.
- 3. Tutoring:** Individual tutoring and consultation services are offered to international students who are struggling with particular areas (pronunciation, grammar, diction, etc.) or applications (writing, presenting, teaching, etc.) of academic English. These services are provided by EAP Post-doctoral Scholars and are intended to assist students as they identify the source of their academic English difficulty. EAP Post-docs cannot proofread papers or help complete assignments, but they can provide linguistic feedback to help improve academic English proficiency through targeted software, error correction techniques, and sustained practice. To sign up for a tutoring session, visit cslc.nd.edu/programs/eap/tutoring.

Students are *strongly* encouraged to utilize the learning opportunities offered through the CSLC in conjunction with this course. Details can be found on the EAP website at cslc.nd.edu/eap.



Contact Information:

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Email: cslcstaf@nd.edu
Web: cslc.nd.edu

Academic Year Hours:

Monday-Thursday: 8:00am-10:00pm
Friday: 8:00am-5:00pm
Saturday: closed
Sunday: 12:00pm-8:00pm

Schedule for
CSLC 73008: Introduction to Legal English

Notre Dame, Summer 2017

All reading assignments are in PDF format on Sakai under *Resources*, and are to be completed **prior** to the start of each class period. All assignments are due before class on the specified date and all of the **bold** assignments will be typed in a Google doc and the links submitted via Sakai.

Week	Date	Class Topic	Reading	Assignment(s)
	#1: M 7/17	Course Introductions CSLC Tour		
1	#2: Tu 7/18	U.S. Common Law vs. Others	Nedzel, pg. 27-50	Language Focus 1, pg. 32-33
	#3: W 7/19	U.S. Legal System	Ramsfield, pg. 3-43	Language Focus 2, pg. 46-47
	#4: Th 7/20	Legal Sources	Ramsfield, pg. 45-74	Language Focus 3, pg. 60-61
	#5: F 7/21	Law Library Tour		50 vocabulary items Turow Reaction 1
	#6: M 7/24	Legal Research Strategies	Ramsfield, pg. 83-102	Language Focus 4, pg. 76-77
2	#7: Tu 7/25	Homework Reading Strategies	Nedzel, pg. 1-9	Language Focus 5, pg. 90-91
	#8: W 7/26	Writing a Case Brief	Nedzel, pg. 9-25 Lloyd handout Dowdell 847 A2d 827	Language Focus 6, pg. 106-107
	#9: Th 7/27	Writing with Flow & Hedging <i>Peer Review: Reading Outline</i>	Swales & Feak, pg. 30-48, 159-163	50 vocabulary items
	#10: F 7/28	Principles of ELP, Part 1	Ramsfield, pg. 158-172	Reading outline Turow Reaction 2
	#11: M 7/31	Principles of ELP, Part 2 <i>Peer Review: Case Brief</i>	Ramsfield, pg. 172-187	Language Focus 7, pg. 120-121
3	#12: Tu 8/1	Avoiding Plagiarism: Overview & Paraphrasing	Swales & Feak, pg. 188-210	Case Brief Language Focus 8, pg. 132-133
	#13: W 8/2	Avoiding Plagiarism: Summarizing <i>Peer Review: Paraphrase</i>	Swales & Feak, pg. 211-227	Language Focus 9, pg. 148-149
	#14: Th 8/3	Avoiding Plagiarism: Quoting & Legal Citations <i>Peer Review: Summary</i>	Nedzel, pg. 184-188	Paragraph Paraphrase 50 vocabulary items
	#15: F 8/4	Legal Writing: IRAC/CREAC	Nedzel, pg. 81-97	Paragraph Summary Turow Reaction 3
	#16: M 8/7	Legal Writing: Memos	Nedzel, pg. 97-109, 393-399	Language Focus 10, pg. 162-163
4	#17: Tu 8/8	Note-taking Strategies	Nedzel, pg. 375-391	Language Focus 11, pg. 176-177
	#18: W 8/9	Course Outlines & Studying Strategies	Ramsfield, pg. 323-338 Nedzel, pg. 375-392	Turow Reaction 4
	#19: Th 8/10	<i>Peer Review: Memo</i> Course Summary & Reflection		Legal Memo 40 vocabulary items

