

**SYLLABUS**  
**LAWYERING SKILLS: RESEARCH - LAW 507A-1**  
**Sections 001-004**  
**Fall 2023**

Professor:	Teaching Assistant	Section Info:
Artie Berns (§§ 1 & 3) Room 174 (Law Library) <a href="mailto:awberns@siu.edu">awberns@siu.edu</a>	Kathryn Pettersen <a href="mailto:kathryn.pettersen@siu.edu">kathryn.pettersen@siu.edu</a>	Thursdays § 1: 9:00 am – 10:00 am § 3: 11:00 am – 12:00 pm Classroom: 251
Doug Lind (§§ 2 & 4) Room 175A (Law Library) Room 136 (Admin. Suite) <a href="mailto:dlind@siu.edu">dlind@siu.edu</a>	Savannah Milla <a href="mailto:savannah.milla@siu.edu">savannah.milla@siu.edu</a>	Thursdays § 2: 11:00 am – 12:00 pm § 4: 9:00 am – 10:00 am Classroom: 102

**LEARNING OBJECTIVES**

**OVERALL**

- *Students will be able to find the primary authorities that solve a legal problem.*
- *Students will be able to use appropriate types of primary and secondary legal resources to solve a legal problem.*
- *Students will be able to cite selected authorities correctly.*

**MODULE ONE: METHODOLOGY**

(NOTE: Methodology topics will be taught throughout the year)

- *Students will be able to analyze a legal problem to discover issues to be researched.*
- *Students will be able to apply a recursive legal research methodology to solve a complex legal problem.*
- *Students will be able to create a research log sufficiently detailed to permit another researcher to take over their research without redoing steps.*
- *Students will be able to use appropriate finding aids to find primary laws.*
- *Students will be able to construct an efficient search string using Boolean & proximity connectors*
- *Students will be able to identify and use appropriate fields while conducting a search*
- *Students will be able to check the validity of different types of primary law using a citator.*

**MODULE TWO: STATUTES**

- *Students will be able to find statutes relevant to a legal issue of both state and federal statutes.*
- *Students will be able to find cases that interpret a statute and are relevant to a particular legal issue using annotated statutes.*
- *Students will be able to identify and use finding aids built in commercial legal databases*
- *Students will be able to identify and use the annotations in an annotated code*

**MODULE THREE: CASES**

- *Students will be able to use a subject based finding aids to find cases*
- *Students will be able to use citators to determine if a point of law within a case is still good*
- *Students will be able to use citators to find other relevant cases*
- *Students will be able to find cases that solve a particular legal problem*

**MODULE FOUR: SECONDARY SOURCES**

- *Students will be able to use secondary sources to gain a basic understanding of a legal matter.*
- *Students will be able to identify the different types of secondary sources*
- *Students will be able to make appropriate choices about which secondary source to use under which circumstances*

**MODULE FIVE: REGULATIONS**

- *Students will be able to find regulations about a particular legal issue in regulatory code*
- *Students will be able to explain the basic process of creating regulations and what documents are produced each step*
- *Students will be able to find regulatory documents associated with a particular codified regulation*
- *Students will be able to identify documents produced by administrative adjudicatory processes*

**MODULE SIX: LEGISLATIVE HISTORY**

- *Students will be able to explain the basic legislative process and what documents are produced at each step.*
- *Students will be able to find legislative history documents associated with a particular codified statute.*

**MODULE SEVEN: LEGAL RESEARCH TECHNOLOGIES**

- *Students will understand the risks and benefits of AI tools for legal research*
- *Students will be able to use Adobe Acrobat Pro as a legal research tool*

**MODULE EIGHT: LOW & NO COST LEGAL RESEARCH**

- *Students will be able identify and use free and low cost tools to perform legal research*
- *Students will be able to find state and federal primary authorities on government websites*

## **COURSE MANAGEMENT WEBPAGE**

All information, materials, assignments, quizzes, and exams for this course will be posted on the course page on D2L.

### **REQUIRED COURSE MATERIALS & ACCOUNTS:**

- Beau Steenken and Tina Brooks, Sources of American Law: An Introduction to Legal Research (6th ed., CALI eLangdell Press). Available for free download: <https://www.cali.org/books/sources-american-law-introduction-legal-research>
- The Bluebook: A Uniform System of Citation (21st ed., The Harvard Law Review Association, Gannett House 2020). ISBN: 9780578666150
- National Society of Legal Technology account. (We have negotiated a three year license for students for \$160, which will be applied after you complete the sign up and pay). Follow this [link](#) for sign-up information.
- Westlaw account (sign-up info provided before orientation)
- Computer Aided Legal Instruction account (CALI.org) (sign-up info provided at orientation)
- Lexis account (sign-up info provided at orientation)
- Microsoft Office 365 (free download from SIU available [here](#))
- Adobe Acrobat Pro (free download for SIU students; link coming soon)

NOTE: In addition to setting up accounts for Office 365 and Adobe Acrobat Pro you will also need to download and install both products on your laptop.

Contact Prof Berns at [awberns@siu.edu](mailto:awberns@siu.edu) for problems registering your accounts.

Contact IT Technical Associate Tom Underwood at [underwoodthomas@siu.edu](mailto:underwoodthomas@siu.edu) for problems installing Office 365 or Acrobat Pro using an SIU license.

### **COURSE DESCRIPTION**

This course will help you develop the knowledge and skills necessary to effectively perform legal research, an essential foundation for your future work as an attorney. To succeed in law, you must find the controlling legal authorities necessary to resolve a matter that is or may come to be in dispute. That is, to persuade a judge or other decision-maker to rule in your client's favor, or to predict the likely outcome if a dispute were to arise over a matter that concerns them.

You will face analogous expectations well before that if you are on law review or moot court, work in one of the law school clinics, take a symposium course with a research paper requirement, work as a research assistant for a faculty member, serve as a judicial or agency intern, or work for a law firm during law school. The difference is that once you are in professional practice, you will have more problems to research, less time to do so, and more things competing for your attention, putting more of a premium on efficiency.

Thus, it is vital that you start building a good foundation from the start. This course's weekly learning activities (assigned readings, videos, and assessments) are designed to provide you with the opportunities needed to achieve the course's learning objectives. Each week's assigned readings or videos will be accompanied by a quiz which will be taken directly from the assigned learning activity.

### **PROFESSIONALISM**

You will need a laptop computer or tablet with access to the law school wireless network at each class session but are to use it solely for class purposes. Please have your laptop or tablet up and running at the start of each class period.

By "class purposes," we mean using your electronic device to explore online legal research resources (guided by your research professor), performing in-class research exercises, and other assignments for the course, note-taking if desired, and completing research quizzes and examinations. Unauthorized use during class includes texting, emailing, gaming, shopping, and accessing other sites not related to the classroom topic. This rule applies to your use of laptops, phones, tablets, and other mobile or wireless devices. Be sure to turn off phone ringers and texting functions before class begins. You will discover as lawyers that failure to do so in court can result in a bailiff confiscating your phone. We reserve the right to do so in class if it becomes a problem.

Lawyers are professionals, and part of what you will be learning in both of your Lawyering Skills courses each semester is how to handle yourself professionally in the context of your legal education and your newly acquired legal skills. You begin to establish your reputation here, by your timely completion of assignments, your attendance and active participation in class, your adherence to the course policies, and how you conduct yourself in person and by email, with your classmates, the TA's, and the professors. For example, surfing the Internet in class, disrupting the class with questions not submitted in good faith, emailing a professor during the time you are in another professor's class, coming to class late, or emailing the professor with a question answered in the syllabus would be unprofessional conduct. This is not an exhaustive list of unprofessional conduct. Before you act, please consider whether you would say or do what you were about to say or do in front of a judge or a meeting with a client or a senior attorney in a law office.

## **BAN ON COLLABORATION**

You are not allowed to obtain help from any other person (including any other student) or from generative artificial intelligence (including, but not limited to, ChatGPT) on the **High Stakes Assignments** in this course. This ban on collaboration includes obtaining written materials from any other person or generative artificial intelligence and communicating with any other person about an assignment. If you violate the ban on collaboration policy, you will receive a failing grade on that assignment. You also may be found in violation of the Honor Code, which 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. When in doubt about how to proceed, ask your professor.

## **PLAGIARISM**

Plagiarizing another's (including generative AI) 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.

## **COURSE REQUIREMENTS:**

You should expect to spend at least 3 hours on this class weekly, including classroom instruction. You will need to do so to complete the assignments and the American Bar Association standards require it.<sup>1</sup> Sometimes, you will be expected to work on an assignment in lieu of the class meeting.

## **ATTENDANCE:**

Students are permitted **one** absence in this class for the semester.

Attendance is mandatory and will be recorded for each session by having students sign an attendance sheet. The absence of a signature on an attendance sheet is conclusive evidence of absence. Any student who misses a class session is responsible for communicating with their research professor to cover the missed material. Students arriving late to class are not permitted to sign the attendance sheet. Students with excessive absences will be referred to the Associate Dean for administrative withdrawal from the course.

---

<sup>1</sup> Lawyering Skills Research is a one credit hour class. The American Bar Association standards require "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." ABA Standards and Rules of Procedure for Approval of Law Schools 2019-2020, Standard 310(b)(1). For purposes of this Standard, fifty minutes suffices for one hour of classroom or direct faculty instruction. An "hour" for out-of-class student work is sixty minutes. The fifteen-week period may include one week for a final examination." Id., at Interpretation 310-1.

All absences are presumptively unexcused. Unexcused absences may be appealed to your professor and may be excused at the discretion of the professor. An excusable absence is one which a reasonable person would expect to be excused from missing work without being subject to termination or discipline.

## FILE SUBMISSION POLICY:

When submitting work electronically, **you** are responsible for submitting *working files* of whatever type specified. Files you submit will need to open using the appropriate program on your professor's computer on the first try. Files that for whatever reason cannot be opened are considered late under the **Late Work Policy**. Unless otherwise specified all files submitted must be in the latest Microsoft Word format (.docx).

## LATE WORK POLICY

Everything you are expected to turn in will have a clearly defined time at which it is due. Unless otherwise noted in the assignment, everything you submit will be submitted electronically and include some sort of digital time stamp which will serve as conclusive proof of submission time.

**Low Stakes Assignments** not submitted before the due date will result in a 3% cumulative reduction from your final point total (For instance, if you have 3 late quizzes and 3 late exercises, after all your grades are calculated, your final point total will be reduced by 18%). The cumulative late penalties for quizzes and exercises are intended to simulate the increasingly stressed relationship between an employer and an employee that is consistently late in submitting their regular work assignments.

**High Stakes Assignments** must be completed and turned in prior to the assignment's due date and will result in a grade of zero for the assignment if not submitted on time. This more severe penalty reflects the statute of limitations, a hard deadline which if missed, will result in a case being dismissed by the court (i.e. your client loses automatically and you may be liable for malpractice).

Professors have discretion to excuse an assignment turned in late. The late work policy is designed to simulate the realities of working and law practice. Thus, an excusable late **Low Stakes Assignment** is one which a reasonable person would expect to be excused from missing a deadline at work without being subject to termination or discipline. (i.e. Did you provide notice? Did you provide a note stating you were under a doctor's care for an illness? How much time elapsed between time due and submission? Etc.) **High Stakes Assignments** are presumptively inexcusable for being late.

## GRADING

- **Low Stakes Assignments:** Low Stakes Assignments are intended to help you learn and practice the skills you need to do legal research.
  - **Quizzes:** There will be a quiz you must take by 11:59 pm the night before each class meeting except the first (see late grade policy). Each quiz is worth 10 points. Each week, new quiz questions will be taken directly from that week's assigned readings or learning activities (i.e. where the correct answers can be found). Except for Quiz 1, each week's quiz will also include review questions taken directly from prior quizzes. Quizzes may be retaken an unlimited number of times until the last class meeting. Quiz questions are randomly drawn from a larger pool, so you will probably not get the same questions when you retake the quiz. *Quizzes account for up to 120 points of your final grade.*
  - **Exercises:** There will be one exercise assigned each week which can be started in class and completed on your own time. Each exercise is due by 11:59 pm the night before the next class (see late work policy). Each exercise is worth 10 points. Students who score less than 10 on any exercise may submit a single corrected exercise for up to half the points they missed up by 11:59 pm the night before the last class meeting. *Exercises account for up to 120 points of your final grade.*
- **High Stakes Assignments:** High Stakes Assignments are intended to challenge you and test the skills you have been developing in legal research class.
  - **Research Projects:** Research Projects will consist of hypothetical problems. You will be expected to produce a work product which will be defined by each assignment. There will be a clearly defined due date for each project (see late work policy) along with an explicit list of deliverables. All citations contained in Research Projects must adhere to the rules in the Bluebook. Citations will be graded for format and accuracy. *The Midterm Research Project and the Final Research Project each account for up to 120*

- points of your final grade.
- **Final Exam:** This will be a test consisting of multiple choice or true/false questions taken directly from the pool of quiz questions. The final exam may only be taken once. *The final exam accounts for 120 points of your final grade.*

**Total points available: 600**

Grades are calculated at the end of the semester. First your raw scores are totaled, then modifiers for late work are applied. Point totals are then put into ordinal rank and grades are assigned according to the required distribution. Grades for first year courses require grade distribution according to these proportions:

Letter Grade	# of Students
A+/A	6.00% - 10.00%
A-	8.00% - 12.00%
B+	15.00% - 21.00%
B	17.00% - 23.00%
B-	9.00% - 15.00%
C+	7.00% - 13.00%
C	4.00% - 10.00%
C-	3.00% - 7.00%
D+	2.00% - 6.00%
D	0.00% - 5.00%
F	0.00% - 5.00%

School rules including the current grading policy can be found here: <https://law.siu.edu/academics/law-school-rules.html>

### **WEEK 1 (AUGUST 25)**

Class Topic: Syllabus, Expectations

### **WEEK 2 (AUGUST 31)**

Class Topic: Statutes

### **WEEK 3 (SEPTEMBER 7)**

Class Topic: Statutes

### **WEEK 4 (SEPTEMBER 14)**

Class Topic: Statutes

### **WEEK 5 (SEPTEMBER 21)**

Class Topic: Case law

### **WEEK 6 (SEPTEMBER 28)**

Class Topic: Case law

Midterm Research Project Released

### **WEEK 7 (OCTOBER 5)**

Class Topic: Case law

Midterm released

### **WEEK 8 (OCTOBER 12)**

No Class 1L Midterm Week

### **WEEK 9 (OCTOBER 19)**

Class Topic: Secondary Sources

Midterm due

### **WEEK 10 (OCTOBER 26)**

Class Topic: Secondary Sources

Final Research Project Released

### **WEEK 11 (NOVEMBER 2)**

Class Topic: Secondary Sources

### **WEEK 12 (NOVEMBER 9)**

Class Topic: Secondary Sources

### **WEEK 13 (NOVEMBER 16)**

Class Topic: Final Review Session

Final Research Project—TBD

Final Exam—TBD

## **SYLLABUS ATTACHMENT**

**SIU SCHOOL OF LAW – Fall 2023**

**EMERGENCY PROCEDURES:** We ask that you become familiar with **Emergency Preparedness @ SIU**. Emergency response information is available on posters in buildings on campus, on the Emergency Preparedness @ SIU website, and through text and email alerts. To register for alerts, visit <http://emergency.siu.edu/>.

**DISABILITY POLICY.** SIU Carbondale is committed to providing an inclusive and accessible experience for all students with disabilities. Disability Support Services coordinates the implementation of accommodations. If you think you may be eligible for accommodations but have not yet obtained approval, please contact DSS immediately at 618-453-5738 or [disabilityservices.siu.edu](http://disabilityservices.siu.edu). You may request accommodations at any time, but timely requests help to ensure accommodations are in place when needed. Accommodations and services are determined through an interactive process with students and may involve consideration of specific course design and learning objectives in consultation with faculty. Please send approved accommodations to your faculty through the DSS online portal.

**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) 453-2461, or [siucares@siu.edu](mailto:siucares@siu.edu), <https://salukicare.siu.edu/>. Associate Dean Doug Lind ([dlind@siu.edu](mailto:dlind@siu.edu), 618-453-8713) and Assistant Dean Judi Ray ([judiray@siu.edu](mailto:judiray@siu.edu), 618-453-8135) are available at the School of Law to help students access university resources.

**SAFETY AWARENESS FACTS AND EDUCATION** Title IX makes it clear that violence and harassment based on sex and gender is a Civil Rights offense subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, etc. If you or someone you know has been harassed or assaulted, you can find the appropriate resources here: <http://safe.siu.edu>

# Syllabus Attachment

Fall 2023

MISSION STATEMENT FOR SOUTHERN ILLINOIS UNIVERSITY CARBONDALE

*SIU embraces a unique tradition of access and opportunity, inclusive excellence, innovation in research and creativity, and outstanding teaching focused on nurturing student success. As a nationally ranked public research university and regional economic catalyst, we create and exchange knowledge to shape future leaders, improve our communities, and transform lives.*

## IMPORTANT DATES:

Semester Classes Begin: .....08/21/2023  
Last day to add full-term course (without Dean's signature): .....08/27/2023  
Last day to withdraw from the University with a full refund: .....09/01/2023  
Last day to drop a full-term course for a credit/refund: .....09/03/2023  
Last day to drop a full-term course (W grade, no refund): .....10/29/2023  
Final examinations: .....12/11–12/15/2023

*Note: Please verify the above dates with the Registrar calendar and find more detailed information on deadlines at <http://registrar.siu.edu/calendars>. For add/drop dates that apply to shorter-than-full-term courses, please look at the Schedule of Classes search results at <http://registrar.siu.edu/schedclass/index.php>*

## FALL SEMESTER HOLIDAYS:

Labor Day 09/04/2023  
Thanksgiving Break 11/18-11/26/2023

**DIVERSITY:** Southern Illinois University Carbondale's goal is to provide a welcoming campus where all of our students, faculty and staff can study and work in a respectful, positive environment free from racism and intimidation. For more information visit: <http://diversity.siu.edu>. Additional [informational flyer](#).

**DISABILITY SUPPORT SERVICES:** SIU Carbondale is committed to providing an inclusive and accessible experience for all students with disabilities. Disability Support Services coordinates the implementation of accommodations. If you think you may be eligible for accommodations but have not yet obtained approval please contact DSS immediately at (618) 453-5738 or <https://disabilityservices.siu.edu>. You may request accommodations at any time, but timely requests help to insure accommodations are in place when needed. Accommodations and services are determined through an interactive process with students and may involve consideration of specific course design and learning objectives in consultation with faculty.

**MILITARY COMMUNITY:** There are complexities of being a member of the military community and also a student, and military and veteran related developments can complicate academic life. If you are a member of the military community and in need of accommodations please visit Veterans Services at <http://veterans.siu.edu/>.

**STUDENT MULTICULTURAL RESOURCE CENTER:** The Student Multicultural Resource Center serves as a catalyst for inclusion, diversity and innovation. As the Center continues its work, we are here to ensure that you think, grow and succeed. We encourage you to stop by the Center, located in the Student Services Building Room 140, to see the resources available and discover ways you can get involved on the campus. Visit us at <https://smrc.siu.edu/>.

**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, SIUC 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: Call (618) 453-2461, email [siucares@siu.edu](mailto:siucares@siu.edu), or <http://salukicare.siu.edu/>.

**SAFETY AWARENESS FACTS AND EDUCATION:** Title IX makes it clear that violence and harassment based on sex and gender is a Civil Rights offense subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, etc. If you or someone you know has been harassed or assaulted, you can find the appropriate resources here: <http://safe.siu.edu>.

**SIU COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS):** Mental health counseling services are available by calling [CAPS](#) at (618) 453-5371. CAPS offers confidential same-day services and ongoing counseling. For after hours crisis care, students are encouraged to call 988, 911, or present to their nearest emergency room.

**WITHDRAWAL POLICY (Undergraduate Only):** Students who officially register for a session must officially withdraw from that registration in a timely manner to avoid being charged as well as receiving a failing grade for those classes. An official withdrawal must be initiated by the student, or on behalf of the student through the academic unit, and be processed by the Registrar's office. For the proper procedures to follow when dropping courses and when withdrawing from SIUC visit: <http://registrar.siu.edu/students/withdrawal.php>.

**SIUC'S EARLY WARNING INTERVENTION PROGRAM (EWIP):** Students enrolled in courses participating in SIUC's Early Warning Intervention Program might be contacted by University staff during a semester. More information can be found at the University Core Curriculum's Overview webpage: <https://corecurriculum.siu.edu/for-faculty/>.

**EMERGENCY PROCEDURES:** We ask that you become familiar with Emergency Preparedness at SIU. Emergency response information is available on posters in buildings on campus, on the Emergency Preparedness at SIU website, and through text and email alerts. To register for alerts visit: <http://emergency.siu.edu/>.

## CATALOGS:

[catalog.siu.edu](http://catalog.siu.edu)  
[gradcatalog.siu.edu](http://gradcatalog.siu.edu) - Graduate policies often vary from Undergraduate policies. To view the applicable policies for graduate students, please refer to the graduate catalog.

## CENTER FOR LEARNING AND SUPPORT SERVICES:

Tutoring: <https://clss.siu.edu/>  
Math Labs: <http://math.siu.edu/courses/course-help.php>

**WRITING CENTER:** <http://write.siu.edu/>

**PLAGIARISM:** See the Student Conduct Code: <http://srr.siu.edu/student-conduct-code/>

**INCOMPLETE POLICY (Undergraduate Only):** <http://registrar.siu.edu/grades/incomplete.php>

**REPEAT POLICY:** <http://registrar.siu.edu/students/repeatclasses.php>

**MORRIS LIBRARY HOURS:** <https://libcal.lib.siu.edu/hours/>

**ADVISEMENT:** <http://advisement.siu.edu/>

**SIU ONLINE:** <https://online.siu.edu/>

---

Need additional help with an issue? Visit **SALUKI SOLUTION FINDER** at <http://solutionfinder.siu.edu/>