

**ADVANCED LEGAL ANALYSIS AND STRATEGIES**  
**SPRING, 639-2**  
**Tuesdays and Thursdays**

**Section 1, 1:30-2:45 p.m., Room 206**

**Section 2, 3:00–4:15 p.m., Room 206**

Professor: Heidi Ramos-Zimmerman (Professor Ramos for short)

Office: Room 226 Phone: 618-453-8833

Email: [hramos@siu.edu](mailto: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:

Wanda Temm's, *Clearing the Last Hurdle* (Second Edition)

Steve Emanuel's, *Strategies & Tactics for the MBE* (Sixth Edition)

***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 including the following problems: multiple choice (MBE), essay (MEE) and multi state performance test (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, whether or not we cover the material in class. You are also responsible for finding out what assignments were given when you are absent from class. You must complete all mandatory exercises and receive a minimum of 385 out of a possible 550 points on all assignments. Points possible for each assignment and which assignments are mandatory are set out in the posted assignment chart and covered in the first day of class. If you need to miss a mandatory simulation exercise, you will need to make arrangements with the instructor to take the simulation exercise before the class does so. If necessary, I may modify the schedule or assignment chart but will announce these changes in class.

### Attendance, Preparation and Participation:

*Attendance:* Class attendance is mandatory, but you may take up to three absences in this class. If you miss three 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 four times, you will receive an UNSATISFACTORY for this course. You are also responsible for submitting assignments that were distributed in your absence. Attendance, at simulation exercises and individual conferences, is mandatory. If you have to miss a simulation exercise for a known school or career event, please make arrangements to take the simulation exam before you leave for your function.

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 including those given permission to attend class electronically. 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, but the total in-class time is 2.5 hours each week. This class is longer than the average class because there is less out of class reading than the average and more in-class assignments. 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 on course-related work (2.5 hours in class and 3.5 preparing for class).**

*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 not done in class are due by 10:00 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 unless specifically related to the class or an assignment given in class.

General Grading Criteria:

Students completing Advanced Legal Analysis and Strategies will receive either a satisfactory or unsatisfactory. To determine whether a student should receive a satisfactory or unsatisfactory for the course, I will award points for each assignment based on the quality of the submission. Students' submissions should illustrate a gradual assimilation of the skills and material needed for bar exam success. I 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. You are required to get at least 70% of the total points available to pass the course. Additionally, I will return any submission not receiving at least 70% of the points available for the assignment. Students will then have the opportunity to re-write and re-submit these assignments for additional points. **Failure to tender any mandatory 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 **Advanced Legal Analysis and Strategies – Spring 2020 – 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](mailto:hramos@siu.edu)). My response time may vary, but 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; BERT's website at [www.bert.siu.edu](http://www.bert.siu.edu); the Department of Safety's website [www.dps.siu.edu](http://www.dps.siu.edu) (disaster drop down); and, in the 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](mailto:siucares@siu.edu), <http://salukicare.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](mailto: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 any gaps left by your commercial bar course provider, to instill the skills and confidence necessary to undertake bar study and to give the student an opportunity to start the journey leading to their ultimate success on the bar exam. This course will not undertake a review of all the substantive material typically studied in preparation for a bar exam. While some 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. You may find some class materials and assignments difficult to understand, but make the commitment now that you will learn all you can in this class, so you have less to learn after graduation. Remember, I am always available to assist you with any problems.

I look forward to exploring the process with you in the coming weeks!

***Professor Heidi Ramos-Zimmerman***