

v2 9/5/11

**SYLLABUS FOR LEGAL DRAFTING
LAW 3696 SECTION 2
Fall 2011**

Stetson University College of Law, Gulfport, Florida
Student Center 201

Thursday 6:00 pm to 7:50 pm (Class #1)

Thursdays 5:55 pm to 7:45 pm (Classes #2 and #3)

Thursdays 5:45 pm to 7:48 pm (Classes #4 - 13)

Adjunct: James W. Martin, Esq., St. Petersburg, Florida

Email: jwmartin@law.stetson.edu

Website: www.jamesmartinpa.com

Office hours: By appointment

Course Catalog Description:

This course will give the student an opportunity to analyze and practice principles and techniques that should be used in creating public and private legal documents. (The course will not deal with drafting pleadings, memoranda, or briefs.) Each student will need a computer for classroom participation and weekly assignments.

Goal:

To confidently and competently draft the typical legal documents found in the practice of law.

Course Material Required:

Haggard & Kuney, *Legal Drafting: Process, Techniques and Exercises*, 2nd Edition, 2007, Thomson West

Course Material Recommended:

Strunk & White, *The Elements of Style*

Classes:

1. 8/25/11 Some Ideas and Examples
2. 9/1/11 Chapters 1 and 2 (philosophy; contracts; in-class drafting)
3. 9/8/11 Chapters 3 and 4 (legislation; interpretation; in-class drafting)
4. 9/15/11 Chapters 5 and 6 (ethics; drafting overview; in-class drafting)
5. 9/22/11 Chapters 7 and 8 (getting started; law; in-class drafting)
6. 9/29/11 Chapters 9 and 10 (substance; concept; in-class drafting)
7. 10/6/11 Chapter 11 (organization; in-class drafting)
8. 10/13/11 Chapter 12 (ambiguities; in-class drafting)
9. 10/20/11 Chapter 13 (style and usage; in-class drafting)
10. 10/27/11 Chapter 14 (definitions; in-class drafting)
11. 11/3/11 Chapters 15 and 16 (legal consequences and typography; in-class drafting)
12. Class #12 is replaced by starting classes earlier
13. 11/17/11 Chapter 17 (reviewing and revising; in-class drafting)

Stetson Attendance Policy:

Attendance will be taken at each class. Students are required to attend 80% of scheduled classes. Maximum allowable absences cannot exceed 5 hours of the 26 classroom hours. Students with excessive absences will be given a grade of "X" and excluded from receiving credit for the class. Please see Associate Dean for Academics Kristen Adams for special requests.

Grading Policy:

Grading is based on assignments and class participation. There is no final exam. Grading is on a pass/fail basis, not the standard grading system.