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| **COURSE INFORMATON**  |
| **Course Title** | *Code* | *Semester* | *L+P Hour* | *Credits* | *ECTS* |
| Legal Drafting I | 483 | 3 | 2+0 | 2 | 2 |

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| **Prerequisites** | - |

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| **Language of Instruction** | English  |
| **Course Level** | Bachelor's Degree (First Cycle Programmes) |
| **Course Type** | Mandatory |
| **Course Coordinator** | Lecturer Elif Selin Cila |
| **Instructors** | Lecturer Elif Selin Cila |
| **Assistants** | - |
| **Goals** | Teach English Legal Writing, Research, and Reading skills |
| **Content** | Legal Writing, Research, and Reasoning. This course teaches practical skills necessary for all lawyers. The course introduces students to statutes, case law, and legal precedents. The course covers different styles of writing depending on the audience, such as client letters, objective / subjective writing, and drafting a legal memorandum. |
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| **Learning Outcomes**  | **Program Learning Outcomes** | **Teaching Methods**  | **Assessment Methods**  |
| 1. Understand basic legal writing skills in English2. Learn how to read statutes3. Learn how to read a case, and brief a case4. Learn how to formulate a rule statement5. Learn how write and think critically |  |  |  |
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| **Teaching Methods:**  | 1: Lecture, 2: Question-Answer, 3: Discussion, 4: Case study / practical course  |
| **Assessment Methods:**  | A: Testing, B: Presentation C: Homework |
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| **COURSE CONTENT** |
| **Week** | **Topics** | **Study Materials** |
| 1 | Registration Period / Orientation / Distribute Reading Materials |  |
| 2 | Introductions / How to read a Statute / Introduction to Case Law |  |
| 3 | How to read a case / Introduction to judicial precedents |  |
| 4 | Legal Writing Basics / Passive Voice v. Active Voice |  |
| 5 | Letter writing / Client interactions |  |
| 6 | Letter writing continued / Professionalism as a lawyer |  |
| 7 | MID-TERM EXAMINATION |  |
| 8 | Introduction to Legal Research / How to navigate statutes and codes |  |
| 9 | Legal Research Part II – How to find, cite, and utilize legal cases |  |
| 10 | Legal Writing 101 – IRAC and CREAC style writing |  |
| 11 | Legal Writing 101 Cont. – In-class IRAC and CREAC exercises |  |
| 12 | Creating Arguments / Logical Reasoning |  |
| 13 | In Class Legal Writing exercises / Applying legal rules to the facts |  |
| 14 | Drafting a Legal Memorandum for use in Litigation |  |

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| **RECOMMENDED SOURCES** |
| **Textbook** Legal Writing and Analysis, Aspen Publishers, INC; 2nd edition (March 2007) |  |
| **Additional Resources** |  |

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| **MATERIAL SHARING** |
| **Documents** |  |
| **Assignments** |  |
| **Exams** |  |

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| **ASSESSMENT** |
| **IN-TERM STUDIES** | **NUMBER** | **PERCENTAGE** |
| Mid-terms | 1 | 100 |
| **Total** |   | **100** |
| **CONTRIBUTION OF FINAL EXAMINATION TO OVERALL GRADE** |   | 60 |
| **CONTRIBUTION OF IN-TERM STUDIES TO OVERALL GRADE** |   | 40 |
| **Total** |   | **100** |

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| **COURSE CATEGORY** | Expertise/Field Courses |

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| **COURSE'S CONTRIBUTION TO PROGRAM** |
| No | Program Learning Outcomes | Contribution |
| 1 | 2 | 3 | 4 | 5 |  |
| 1 | Ability to comprehend, solve, and to attain analytical and critical thought processes |  |  |  |  |  |  |
| 2 | Within the ambit of lifelong learning, to direct continuous renewal and cultivation of knowledge attained in the field of law |  |  |  |  |  |  |
| 3 | To master legal resources and legal precedents; to be able to conduct comparative legal analyses in national and international legal arenas |  |  |  |  |  |  |
| 4 | To improve settlement options; to implement creative and innovative solutions |  |  |  |  |  |  |
| 5 | To be equippet with comprehensive and comparative knowledge gained through the study of law, enabling the transfer of this knowledge into the social and economic fields. To attain analytical thinking between cross disciplines |  |  |  |  |  |  |
| 6 | To attain the ability to comprehend and solve legal problems pertaining to global economy |  |  |  |  |  |  |
| 7 | To obtain knowledge of current legal subjects, through the aid of the English language |  |  |  |  |  |  |
| 8 | To be able to utilize proficiency at an intermediate level foreign language |  |  |  |  |  |  |
| 9 | To attain professional and scientific ethical tenants in the field of law, as well as in society at large |  |  |  |  |  |  |
| 10 | To attain the ability to write, speak and listen effectively, in the field of law |  |  |  |  |  |  |
| 11 | To be open-minded, to be tolerant of different ideas, to be constructive, to have self-confidence, and to be responsible both during individual studies and/or during team studies. To work effectively and efficiently |  |  |  |  |  |  |

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| **ECTS ALLOCATED BASED ON STUDENT WORKLOAD BY THE COURSE DESCRIPTION** |
| Activities | Quantity | Duration(Hour) | TotalWorkload(Hour) |
| Course Duration (Including the exam week: 14x Total course hours) | 14 | 2 |  28 |
| Hours for off-the-classroom study (Pre-study, practice) | 14 |  2 |  28 |
| Mid-terms | 1 | 1 | 1 |
| Final examination | 1 | 1 | 1 |
| **Total Work Load** |  |  | 58 |
| **Total Work Load / 25 (h)** |   |  | 2,32 |
| **ECTS Credit of the Course** |  |  | 2 |