

CIVIL/JUDICIAL EXTERNSHIP SEMINAR

Summer 2014

CLASS	READING ASSIGNMENT	TOPIC	ASSIGNMENT (due in class session under which assignment is listed)
<p>Week 1 - June 2</p>	<p>Course Materials; Ogilvy: Introduction For Students, Chapters 1 and 2, Chapter 2 Appendices</p>	<p>Introduction to the Civil/Judicial Externships and Seminar; Research Paper Proposal; The Externship Experience; Setting and Achieving Goals; Post Graduation Concerns</p>	<p>Exercise 2.1 (p. 12 - Goal Memo - at least 2 typed, double-spaced pages) and Appendix to 2.1 (p. 25 - Learning Agenda - include Supervisor's comments, if possible) (Ungraded Assignments). Reminder: All graded and ungraded assignments except for the Appendix to 2.1 must follow the General Format Requirements for writing assignments in the Course Materials. All assignments are time/date stamped, two hole punched at the top, and placed in the instructor's box on the 3rd floor by 6:30 p.m. on due date unless otherwise instructed.</p>
<p>Week 2 - June 9</p>	<p>Ogilvy: Chapters 3 and 11</p>	<p>Learning from Supervision; Assignment Clarification and Feedback; Substantive Journal Drafting</p>	<p>Time Sheet (TS)(found under "Forms" on Lexis course web site); submit all Time Sheets in instructor's box on 3rd floor by 6:30 p.m., time/date stamped/two holes at top); Research Paper Proposal (send proposal by email to instructor at schavez@wsulaw.edu)</p>
<p>Week 3 - June 16 - NO CLASS</p>	<p>No Class. Make up class TBA; The Bluebook pages 1-27; materials will also be distributed in make up class</p>	<p>Plagiarism; The Bluebook Citation Method; Bluebook Exercises</p>	<p>TS; each student shall submit one article from any source on one of the following topics: (1) a legal ethical issue; (2) attorney misconduct; or (3) bias in the profession. If found on web, send the article or link to article to schavez@wsulaw.edu; if found in a periodical (traditional print newspaper/magazine), place hard copy in instructor's box on third floor</p>

Week 4 - June 23	Ogilvy: Chapters 4 and 5	Ethical Issues	TS; Journal #1 (journals must be carefully edited and six to eight pages). Place a time-stamped hard copy in instructor's box; submit soft copy on Safe Assign by 6:30 p.m.; Outline of Research Paper with headings and subheadings; Discuss outline of research paper with instructor during individual conferences this week (conferences to review outline will also be available after class)
Week 5 - June 30	Ogilvy: Chapter 16	Bias in the Legal Profession	TS; Draft of first six or more pages of Research Paper; Discuss draft of final paper with instructor during individual conferences this week or next week (conferences to review draft available after class); Note: conference sign-up sheets will be made available in the appointment book
July 7-July 12: Conference Week	No Class: Individual Conferences	Review first draft of paper	
Week 6 - July 14	Ogilvy: Chapter 17	Balancing Personal Life and Professional Life	TS; two to three full page explanation of how student balanced personal life and law school obligations (to be discussed in class and submitted to instructor at end of class)

Week 7 - July 21- Final Class Session		Student Presentations	TS; Journal #2. Place a time-stamped hard copy in instructor's box; submit soft copy on Safe Assign by 6:30 p.m.; Written Assignment or Attestation from placement; Student's Evaluation of Externship Placement (found under "Forms"); Final Research Paper due 6:30 p.m. Place a time-stamped hard copy in instructor's box; submit soft copy on Safe Assign by 6:30 p.m.; Supervisor's Final Evaluation of Externship Student (found under "Forms")
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