

# CIVIL/JUDICIAL EXTERNSHIP SEMINAR

Fall 2013

CLASS	READING ASSIGNMENT	TOPIC	ASSIGNMENT (due class session under which assignment is listed)
<b>Week 1 - August 28</b>	Course Materials; Ogilvy: Introduction For Students, Chapters 1 and 2, Chapter 2 Appendices	Introduction to the Civil/Judicial Externships and Seminar; The Externship Experience; Setting and Achieving Goals; Post Graduation Concerns	
<b>Week 2 - Septemer 4</b>	Ogilvy: Chapters 11 and 14	Substantive Journal Drafting; Skill Development	Time Sheet (TS); 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 Time Sheets and assignments are time/date stamped and placed in the instructor's box on the 3rd floor by 6:30 p.m. on due date unless otherwise instructed.
<b>Week 3 - September 11</b>	Ogilvy: Chapters 3 and 4; additional materials to be distributed in class	Learning from Supervision; Ethical Issues in Externships	TS; Revised Appendix 2.1 (Learning Agenda) (Revise by taking into consideration the following: Chapter 14 class discussion, and discussion with your supervisor - must include supervisor's comments if did not obtain them for Week 2 assignment) (Ungraded Assignment).

<b>Week 4 - September 18</b>	Ogilvy: Chapters 5 and 6; additional materials to be distributed in class	Ethical Issues: Confidentiality, Conflicts of Interest	TS; Journal #1; Last date to obtain topic approval or decide topic choice from approved list
<b>Week 5 - September 25</b>	Ogilvy: Chapters 7 and 9; additional materials to be distributed in class	Ethical Issues: Duties to Tribunals and Third Parties; Reflective Lawyering	TS
<b>Week 6 - October 2</b>	Materials to be distributed in class; The Bluebook pages 1-27	Advanced Legal Research; "Free" Online Legal Research; Introduction to The Bluebook Citation Method	TS; Outline of final paper with headings and subheadings
<b>Week 7 - October 9</b>	Materials to be distributed in class	Bluebook Citation Method	TS; Journal #2; Discuss outline of final paper with professor during individual conferences this week
<b>Week 8 - October 16</b>	Ogilvy Chapter 12	Observation; Discuss evolving goals for placement	TS; Mid-term Evaluation by Supervisor

<b>Week 9 - October 23</b>	Ogilvy Chapter 10: Creative Problem Solving; Editing Handouts (posted on course web page)	Advanced Editing Techniques; In-class editing assessment exercise	TS; Each student shall submit one article in any format regarding bias in the legal profession. Send article to schavez@wsulaw.edu or submit hard copy in instructor's box on the third floor
<b>Week 10 - October 30</b>	Ogilvy: Chapter 15; Additional materials to be distributed in class	Management Skills; Plagiarism	TS; Journal #3; Court Visit Memo
<b>Week 11 - November 6</b>	Ogilvy: Chapter 16; Each student shall bring one article on bias to class	Bias in the Legal Profession	TS; Draft of first 6-8 pages of final paper
<b>Week 12 - November 13</b>	No Class: Individual Conferences	Review first draft of paper	TS
<b>Week 13 - November 20</b>	Ogilvy: Chapter 17	Balancing Personal Life and Professional Life	TS; Two Written Assignments from placement or Attestation from placement; One to two page description of how student balanced student's personal life and law school obligations (for class discussion)

<b>Week 14 - November 27 - Final Class</b>	Ogilvy: Chapter 18	Student Presentations; Externships and Career Planning	TS; Journal #4; student evaluation
<b>Wednesday, December 4 - NO CLASS</b>			Final paper due 6:30 p.m. Place a time-stamped hard copy in professor's box; submit soft copy on safe assign; Final Supervisor's Evaluation of Student (Supervisor should mail it by this time)