

Instructor: John J. Schimmenti, Esq.

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Office Hrs: 6:00 pm - 6:45 pm

Room: GC 230

Class: Monday 6:45 pm - 10:00 pm

Section No: 4642

Room: GC 230

## SYLLABUS

Title and description: - Paralegal II Units: 3 semester units.

The student will gain a working knowledge of Paralegal Law

### Text Book:

Title: California Litigation For Paralegals 4th or 5th Edition

Published By: Wolters Kluwer For sale at \$167.00 new and \$66.85 rental

It can also be purchased at lower internet prices and from other suppliers.

### Goals and Learning Outcomes

- 1) Learn the importance of Paralegal Law
- 2) Learn ethics for Paralegals
- 3) Understanding Paralegal Law.

READ AND DISCUSS THE FOLLOWING CHAPTERS FROM THE BOOK

Sept. 2, 2013 NO CLASS LABOR DAY

Chapters 1-10 August 26 TO October 14, 2013

November 2, Review For Mid-Term

November 9, Mid-Term exam

November 16, to DECEMBER 7, Read Chapters 11 - 20

December 2, 2013 Review for Final Exam

December 9, 2013 FINAL EXAM on Chapters 11-20

Essays	20 points	A= 90-100%
Midterm Exam	40 points	B= 80- 89%
Final Exam	40 points	C=70- 79%
Total Points Possible	100	D=60-69%
		F= 59 and Below

The Law Library essays shall be done from the Law Books. The other essays should be each one or two pages, on the meaning of the three most important principals of law in each chapter. The first essays on each Chapter should be done at home, and turned in at the Midterm. The second essays on each Chapter, should be done at home, and turned in at the Final exam.

The Midterm Law Library essays should cover the California Codes, Cases, and State Bar Rules on Attorney Conflicts of Interest. The Final Law Library essay should cover Anti-Trust Illegal Price Fixing under the United States Codes and Cases, in an essay of two pages.

School Policies (See college catalog for further information)

1. Attendance: Punctual attendance of every class meeting is essential for systematic progress in this course. If illness or a personal situation requires you to miss a class, it is your responsibility to keep up with the assignments. Whenever absences in hours exceed the number or hours the class meets per week, the instructor may exclude the student from class. In addition, the college policy states it is the student's responsibility to drop a class that is no longer being attended. Your failure to drop a class in a timely manner may result in a "F" on your academic record.
2. Standards of Student conduct. Student conduct in all of the Los Angeles Community colleges must conform to the District and college rules and regulations. Violations of such rules and regulations may result in a disciplinary action. In addition, cheating constitutes academic dishonesty and, in general, will be handled as part of the course grading process. Penalty may range from no credit for the assignment to exclusion and/or an "F" grade for the course.
3. All cell phones, pagers and beepers must be turned off during class and put away.
- 4) Critical Thinking: Analyze problems by differentiating fact from opinions; using evidence, and using sound reasoning to specify multiple solutions and their consequences.
- 5) Communication: Effectively communicate thought in a clear, well-organized manner to persuade, inform and convey ideas in academic, work, family and community settings.

Instructional methods :

Reading text, lecture, discussion, research, dialog and essays.

Evaluation of Student Performance :

Midterm, Essay Questions and Final exam.

Course Requirements

1. Required Readings: Chapters in text book
2. Midterm exam and Final exam
3. One essay per chapter from the text book
4. Two essays regarding Business Law, done in the library from law books. Essays are to be turned in at with the Midterm and Final Exams.