



# BROWARD COLLEGE COURSE OUTLINE

**LAST REVIEW: 2009-2010**  
*(i.e. 2003-2004)*

**NEXT REVIEW: 2014-2015**  
*(i.e. 2008-2009)*

**STATUS: A**  
*(A, I, D)*

**COURSE TITLE: Law Library/Research**

**COMMON COURSE NUMBER: PLA 1104**

**CREDIT HOURS: 3**

**CONTACT HOUR BREAKDOWN**  
*(per 16 week term)*

**CLOCK HOURS:**  
*(Voc. Course ONLY)*

Lecture: **48**                      Lab:  
Clinic:                                      Other:

**PREREQUISITE(S):**

**COREQUISITE(S): ENC 1101 and PLA 1003 or Program Manager's approval**

**PRE/COREQUISITE(S):**

**COURSE DESCRIPTION** *(750 characters, maximum):*

**This course provides information on how to research using both traditional and computer-assisted methodologies. An in-depth examination of the law library and legal research techniques are emphasized.**

General Education Requirements – Associate of Arts Degree (AA), meets Area(s):                      Area  
General Education Requirements – Associate in Science Degree (AS), meets Area(s):                      Area  
General Education Requirements – Associate in Applied Science Degree (AAS), meets Area(s):                      Area

## **UNIT TITLES**

- 1. The Primary and Secondary Sources of Law**
- 2. An Outline of Legal Reference Materials**
- 3. Citation Form**
- 4. Finding the Law Utilizing Traditional and Computer-assisted Methodologies**
- 5. The Reading and Briefing of Cases**
- 6. The Preparation of Memoranda of Law**
- 7. Ethical Considerations Pertaining to Legal Research**

## **EVALUATION:**

Please provide a brief description *(250 characters maximum)* that details how students will be evaluated on the course outcomes.

**Evaluation may include but is not limited to the following:**

**Exams, Quizzes, Presentations, Portfolios, Discussions, Class Participation, Attendance, Projects, Co-ops, Practicum, Internships, Externships, and Research Reports.**

**Common Course Number: PLA 1104**

## **UNITS**

### **Unit 1**

#### **General Outcome:**

- 1.0 The student shall be able to list the various sources of law that contribute to the American legal system.**

#### **Specific Measurable Learning Outcomes:**

**Upon successful completion of this unit, the student shall be able to:**

#### **1.1 List and describe the primary sources of law, including the following:**

- 1.1.1 Case law**
- 1.1.2 Statutes**
- 1.1.3 Constitutions**
- 1.1.4 Administrative rules and regulations**
- 1.1.5 Ordinances**
- 1.1.6 Rules of procedure**
- 1.1.7 Executive orders**
- 1.1.8 Treatises**

#### **1.2 Distinguish primary and secondary sources of law.**

**Unit 2**

**General Outcome:**

- 2.0 The student shall be able to identify where the sources of law can be found.**

**Specific Measurable Learning Outcomes:**

**Upon successful completion of this unit, the student shall be able to:**

- 2.1 Identify the basic contents of each of the most commonly used research books or sets of books, including the following:**
- 2.1.1 Statutes**
  - 2.1.2 American Law Reports**
  - 2.1.3 Digests**
  - 2.1.4 Regional state reporters**
  - 2.1.5 Federal reporters**
  - 2.1.6 Legal encyclopedias**
  - 2.1.7 Treatises**
  - 2.1.8 Legal periodicals**
  - 2.1.9 Restatements**
  - 2.1.10 Rules of Procedure**
  - 2.1.11 Shepard's**
  - 2.1.12 Looseleaf services**

**Unit 3**

**General Outcome:**

**3.0 The student shall be able to properly cite to legal authorities.**

**Specific Measurable Learning Outcomes:**

**Upon successful completion of this unit, the student shall be able to:**

**3.1 Define the term “citation.”**

**3.2 Explain the basic guidelines for the citation of:**

**3.2.1 Cases**

**3.2.2 Constitutions**

**3.2.3 Federal statutes**

**3.2.4 State statutes**

**3.2.5 Administrative regulations**

**3.2.6 Secondary authority**

**Unit 4**

**General Outcome:**

- 4.0 The student shall be able to describe the common methods used for locating legal authorities and utilize these methods in conducting and validating legal research.**

**Specific Measurable Learning Outcomes:**

**Upon successful completion of this unit, the student shall be able to:**

- 4.1 Locate legal authorities in a traditional law library.**
- 4.2 Locate legal authorities utilizing computer-assisted research.**
- 4.3 Validate and update the research utilizing traditional and computerized methods.**

**Unit 5**

**General Outcome:**

- 5.0 The student shall be able to explain the basic components of selected appellate cases and be able to brief an appellate decision.**

**Specific Measurable Learning Outcomes:**

**Upon successful completion of this unit, the student shall be able to:**

- 5.1 Identify the components of a case brief.**
- 5.2 Brief sample appellate decisions.**

**Unit 6**

**General Outcome:**

- 6.0 The student shall be able to prepare a memorandum of law to assist the attorney doing appellate or trial work.**

**Specific Measurable Learning Outcomes:**

**Upon successful completion of this unit, the student shall be able to:**

- 6.1 Identify the various components of a memorandum of law.**
- 6.2 Prepare a memorandum of law based upon research done for a specific assignment.**

**Unit 7**

**General Outcome:**

- 7.0 The student shall be able to explain some of the ethical dilemmas that specifically pertain to legal research.**

**Specific Measurable Learning Outcomes:**

**Upon successful completion of this unit, the student shall be able to:**

- 7.1 Discuss the ethical ramifications of a failure to research accurately and thoroughly.**
- 7.2 Discuss the ethical ramifications of a failure to update the results of research.**