

University of Arkansas - Fort Smith
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General Syllabus

LEGL 2322 Civil Procedure

Credit Hours: 2

Lecture Hours: 2

Laboratory Hours: 0

Prerequisites: LEGL 1043 Introduction to Law and LEGL 1203 Legal Research and Writing II, or consent of program director.

Effective Catalog: 2018-2019

I. Course Information

A. Catalog Description

Intensive study of state and federal rules of civil procedure. Emphasizes the functions and duties of legal assistants in the litigation process, with special attention paid to the different types and proper preparation and filing of legal documents, requirements of the rules for the timing and required content of properly drafted pleadings, motions and discovery documents.

B. Additional Information

The process of litigation in our court system is controlled by a system of rules that mandate adherence. A failure to comply with the rules can result in a case being dismissed. It is essential that paralegals be familiar with the rules and their requirements and this course is designed to impart that familiarity.

II. Student Learning Outcomes

A. Subject Matter

Upon successful completion of this course, the student will be able to:

1. Identify the appropriate court for filing a complaint.
2. List the stages or steps in a civil lawsuit and explain what happens during each stage and which documents and pleadings are pertinent to each stage.
3. List the elements in any cause of action and for any applicable affirmative defenses.
4. Draft a complaint, answer with an affirmative defense, a motion and order granting the motion.
5. Given a hypothetical fact pattern, locate the appropriate Arkansas or

federal procedural rule.

6. For a given hypothetical set of facts, properly identify all necessary documentation the plaintiff would need to file.
7. For a given hypothetical set of facts, properly identify all necessary documentation the defendant would need to file.

B. University Learning Outcomes

This course enhances student abilities in the following areas:

Communication Skills (written and oral)

Students will demonstrate the ability to prepare legal documents routinely used in the area of law being taught. Students will demonstrate a comprehension and understanding of legal terminology associated with the subject matter being taught.

Analytical Skills

Critical Thinking Skills- Students will identify the legal issues raised in a case or fact pattern as well as identify the rules that are relied upon to resolve the issues. Students will apply the rules to a fact pattern to determine the proper course of action to take in the given situation.

Ethical Decision Making

Students will demonstrate an understanding of ethical issues inherent in the practice of law.

III. Major Course Topics

- A. Principles in litigation
- B. Lawyer and client relationship
- C. Causes of actions and remedies
- D. Affirmative defenses
- E. Jurisdiction and court organization
- F. State and federal rules
- G. Pleadings and joinder of claims and parties
- H. Identifying and gathering evidence
- I. Interrogatories and requests for admissions
- J. Depositions
- K. Motion practice
- L. Client preparation
- M. Trial and post-trial motions