

12 Elements of Good Legal Writing



Elements Of Legal Writing

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Elements Of Legal Writing:

The Elements of Legal Writing Martha Faulk, Irving M. Mehler, 1994 This short easy to use primer on legal writing lays out some 150 essential principles of clear writing diction tone grammar syntax punctuation capitalization paragraph construction organization and format A welcome refresher for the practicing lawyer and an indispensable reference for anyone in the legal profession The Elements of Legal Prose Norma Procopiow, 1999 The Elements of Legal Prose offers a brief yet comprehensive introduction to the study of legal prose a special kind of writing with its own rhetorical emphasis Specifically aimed at those whose vocation involves discourses governed by legal logic this practical guide articulates the basic components and formats found in good legal writing The Elements of Legal Prose approaches legal writing as a step by step process In addition to covering legal definition and research this book also includes discussions of style and ethics in this genre as well as guidance for students applying to law school The Elements of Legal Prose sets out guickly the special ways of thought and writing which must cover in readable prose a subject matter in which anything incomplete or inexact may The Elements of Legal Writing Martha Faulk, Irving M. Mehler, 1991 have very serious consequences Elements of Legal Style Bryan A. Garner, 1991 When Garner's award winning Dictionary of Modern Legal Usage appeared in 1987 it was acclaimed throughout the English speaking world Now he has written a new writing guide this one inspired by Strunk White s classic book The Elements of Style Packed with samples from noted legal writers including Oliver Wendell A Practical Guide to Lawyering Skills Fiona Boyle, Deveral Capps, 2013-10-18 Lawyering skills are Holmes increasingly part of undergraduate law degrees as well essential elements in the postgraduate vocational law courses the LPC and the BVC This fully updated third edition continues to bring together the theory and practice of these skills in an accessible and practical context The authors draw on their vast experience of law in practice to develop the core skills taught on both undergraduate and postgraduate courses Skills covered include written communication mediation information technology opinion writing drafting advocacy interviewing negotiation legal research Each chapter uses diagrams boxes lists and flow charts to further explain and develop each skill and ends with a further reading section A Practical Guide to Lawyering Skills is essential reading for all undergraduate and vocational law students seeking to develop the necessary skills to work successfully with law in the twenty first century **Practical Guide to Lawyering Skills** Fiona Boyle, 2003 This guide places the theory and practice of lawyering skills in an accessible and practical context. The book looks at how skills are taught and assessed both on undergraduate and vocational courses and helps students to see skills as an integral element of law Searching the Law, 3d Edition Frank Bae, Edward Bander, Francis Doyle, Joel Fishman, Paul Legal Reasoning and Legal Writing Richard K. Neumann, 1998 A revision of Neumann's very Richert, 2021-12-13 successful basic legal writing text this edition continues to give a strong foundation in legal analysis and to writing while refining and further improving the text based on user's responses. The text focuses on constructing a proof of a conclusion of

law and teaches format style and grammar alongside the reasoning skills Chapter 9 How to Organize Proof of a Conclusion of Law Is widely regarded as the best explanation of this topic in any legal writing text The goal is to help students learn how to make writing decisions based on the need to prove analysis Of special interest are chapters on client interviewing and client letters sample client letters An updated citation quotation chapter to reflect changes in the 16th Edition of the Blue Book sections that show students how to convert their raw materials into an organized first draft and explanations on the process of writing in detail and in many contexts Combining clear readable text with effective sample documents and exercises Neumann has succeeded in creating a sophisticated yet accessible text carefully crafted for beginning legal writers Table of Contents Preface Acknowledgments PART I INTRODUCTION TO LAW AND ITS STUDY 1 An Introduction to American Law 1 1 the Origin of Common Law 1 2 How American Courts Are Organized 1 3 an Overview of the Litigation Process 1 4 the Importance of Understanding Procedure 1 5 the Adversary System 2 Rule Based Reasoning 2 1 the Inner Structure of a Rule 2 2 Organizing the Application of a Rule 2 3 Some Things to Be Careful About with Rules 2 4 Causes of Action and Affirmative Defenses 2 5 Where Rules Come From Sources of Law 3 An Introduction to Judicial Opinions 3 1 the Anatomy of an Opinion 3 2 the Interdependence Among Facts Issues and Rules 4 Briefing Cases 4 1 Introduction 4 2 How to Brief a Case PART II INTRODUCTION TO LEGAL WRITING 5 The Art of Legal Writing 5 1 the Language as a Professional Tool 5 2 Your Writing and Your Career 5 3 Predictive Writing and Persuasive Writing 5 4 the Art Forms of Legal Writing 6 The Process of Writing 6 1 Writing in Four Stages 6 2 Analyzing 6 3 Organizing 6 4 the First Draft 6 5 Rewriting 6 6 Some General Advice about Writing PART III OFFICE MEMORANDA 7 Office Memoranda 7 1 Office Memorandum Format 7 2 Writing an Office Memorandum 8 Initially Obtaining the Facts Client Interviewing 8 1 Introduction 8 2 Lawyers and Clients 8 3 How to Interview 9 Predictive Writing 9 1 How to Predict 9 2 How to Test Your Writing for Predictiveness 10 How to Organize Proof of a Conclusion of Law 10 1 A Paradigm for Structuring Proof 10 2 Why Readers Prefer This Type of Organization 10 3 How to Vary the Paradigm to Suit Your Needs 10 4 How to Start Working with the Paradigm 10 5 How to Test Your Writing for Effective Organization 11 Selecting Authority 11 1 Introduction 11 2 the Hierarchy of Authority 11 3 How Courts Use Dicta 11 4 How Courts React to Foreign Precedent 11 5 How to Use Foreign Precedent and Other Nonmandatory Authority to Fill a Gap in Local Law 11 6 How to Select Nonmandatory Precedent 11 7 How to Work Effectively in the Library 12 Working with Precedent 12 1 Eight Skills for Working with Precedent 12 2 Formulating a Variety of Rules from the Same Precedent 12 3 Analogizing and Distinguishing 12 4 Eliciting Policy from Precedent 12 5 Synthesis and Reconciliation 12 6 Testing for Realism and Marketability 12 7 Pulling it All Together 13 Working with Statutes 13 1 Ten Tools of Statutory Interpretation 13 2 How to Pull Together Statutory Analysis Before Aspen Handbook for Legal Writers Deborah E. Bouchoux, 2013 The Aspen Handbook for Legal Writers a brief and accessible reference on mechanics and style is a useful companion to any legal writing text Targeted at the needs of legal writers the text focuses on the rules of grammar style and usage with plenty of

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