TO: Students of the Elon Law Class of 2017
FROM: The Legal Method & Communication Faculty
DATE: August 4, 2014
RE: Pre-Orienation Assignment

Welcome to Elon Law! As we are sure you have been told, you are about to begin a great and challenging journey. Our job in Legal Method & Communication (LMC) is not only to teach you how to “think like a lawyer,” but to teach you the skills that you will need to actually be a lawyer.

To begin that process, please read the attached memo, *The Lawyer as Professional Writer*, and complete the assignment described. This assignment must be completed on or before 5:00 p.m. Sunday, August 17, 2014.
TO: Students of the Elon Law Class of 2017
FROM: The Legal Method & Communication Faculty
DATE: August 4, 2014
RE: The Lawyer as Professional Writer

One of the most important skills that any lawyer possesses is his or her ability to write clearly and coherently. Some students come to law school with well-developed writing skills; others do not feel confident about their ability to write well. Regardless of where you start, we have designed the Legal Method & Communication (LMC) course to help you become a better writer by the end of the year. To begin that process, you will complete three assignments over the next several weeks:

1. Buy *Core Grammar for Lawyers*, set up your account, and complete the online pre-test by 5:00 p.m. Sunday, August 17, 2014. Instructions are attached to this memo.

2. You will meet with your LMC section during Orientation. During that class, you will be given a short essay assignment to be completed by 5:00 p.m. Sunday, August 24, 2014. This assignment will be done online; instructions will be provided during Orientation.

3. Meet with Dr. Janet Keefer, our writing specialist, for a “diagnostic” conference. Dr. Keefer will have reviewed your *Core Grammar* pre-test and your essay before you meet. During the conference she will talk to you about your strengths and weaknesses as a writer and help you design a plan for improvement that you can implement in bite-sized pieces throughout the year. You will meet with Dr. Keefer for a conference sometime during the first 2-3 weeks of the fall semester, at a time when you are not in class.

You will receive other information about Orientation and general preparation for the fall semester in the coming days. The most important thing you can do to get off to a good start, minimize stress, and stay on top of things this semester is to read everything you receive from the law school faculty and administration (1) immediately, and (2) completely. Put key events and assignments on a master calendar as soon as you know about them, and keep the calendar up-to-date.
Why We Are Using Core Grammar for Lawyers

Core Grammar for Lawyers is a required “text” for your LMC class this year because lawyers are professional writers. Professional-level legal writing not only requires mastery of the basic rules of grammar and punctuation, but also knowledge of some rules that are unique to the field of law. Unlike writing references designed for the general audience, Core Grammar is designed for legal professionals. It teaches grammar and punctuation with exercises that simulate the kind of real-world writing that lawyers do.

What We Want You to Learn

Core Grammar will help you become a better writer this year, regardless of your present skill level. Core Grammar is an interactive, online, series of 24 lessons that provide immediate explanations about why a particular answer is correct or incorrect. The Core Grammar pre-test will identify your areas of strength and weakness as a writer so you can focus your attention on the specific lessons that will have the biggest impact on your overall ability.

Instructions

(1) Purchase a Core Grammar subscription. A basic subscription runs for twelve months from the day you create your account. You must purchase at least a one-year subscription, but may purchase a two- or three-year subscription if you wish. (You may also wait and simply renew a one-year subscription when it expires if you would like to continue working with the program after your 1L year.) To purchase the program:

- Click the link that says “Purchase this Program.”
- Click the "Purchase CGL" button.
- On the first form, fill in your name, phone, and email address. Be sure to select “North Carolina” for the state field and “Elon University School of Law” in the school field. Click “Continue.”
- Enter “ELON2014” into the “Access Code” box. Discounted prices should appear immediately. Enter your credit card information and click “Verify.”
- One final payment verification page comes next. Finish the order and follow the rest of the instructions on screen to create your account and password.

(2) Activate your account. During that process, you will be asked to enter a Class Code. Look at the chart below and enter the Class Code that is assigned to your LMC section. Do not borrow a Class Code from someone else, or you might enroll in the wrong section and your
professor will not be able to track your progress and give you credit for your work with Core Grammar.

<table>
<thead>
<tr>
<th>Section</th>
<th>Professor</th>
<th>Class Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
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<td><a href="mailto:tnoble@elon.edu">tnoble@elon.edu</a></td>
</tr>
<tr>
<td>A2</td>
<td>Noble</td>
<td><a href="mailto:tnoble@elon.edu">tnoble@elon.edu</a></td>
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<td>C2</td>
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</tr>
</tbody>
</table>

(3) Take the Core Grammar Pre-Test. Log in to your Core Grammar account and click on the appropriate link on your home page (called your “Bookshelf”). DO NOT opt-out of the Pre-Test. Set aside up to ninety minutes to answer the Pre-Test questions to the best of your ability. Do not consult outside resources; the Pre-Test is a closed-book exam designed to measure your present skill level. You may encounter some questions that require some knowledge of conventions unique to legal writing. We do not assume that a new law student will know the answers to these questions; simply answer them to the best of your ability.

Do not be distressed if you think your Pre-Test score is too low. Pre-Test scores below fifty percent – sometimes well below – are not uncommon.