



COURSE OUTLINE		
TERM: Fall 2023	COURSE NO: LAW 210	
INSTRUCTOR:	COURSE TITLE: Legal Research	
OFFICE: LOCAL: E-MAIL: @capilanou.ca	SECTION NO(S):	CREDITS: 3.0
OFFICE HOURS:		
COURSE WEBSITE:		

Capilano University acknowledges with respect the Lilwat7úl (Lil'wat), x^wməθk^wəyəm (Musqueam), shíshálh (Sechelt), Sḱw̓x̓wú7mesh (Squamish), and Səlílwətaʔ/Selilwitulh (Tsleil-Waututh) people on whose territories our campuses are located.

COURSE FORMAT

Three hours of class time, plus an additional hour delivered through on-line or other activities for a 15-week semester, which includes two weeks for final exams.

COURSE PREREQUISITES/CO-REQUISITES

None

CALENDAR DESCRIPTION

This course introduces students to the process of legal research in Canada. Students will learn legal research techniques required to locate legislation, case law and secondary sources by citation, title, keywords, and subject matter. They will learn to find relevant legal information using online sources and will learn to properly cite these sources.

REQUIRED TEXTS AND/OR RESOURCES

- McGill Law Journal, *Canadian Guide to Uniform Legal Citation*, latest edition (Toronto: Carswell) [McGill].
- Instructor's supplementary materials

COURSE STUDENT LEARNING OUTCOMES

On successful completion of this course, students will be able to do the following:

- Use various legal research sources (online, some print) for locating and updating bills, statutes, subordinate legislation, case law, and secondary sources;
- Locate bills, statutes, subordinate legislation by citation, title, keywords, and/or subject;
- Determine the effective dates of statutes;
- Locate amendments;
- Locate case law by citation, name, keywords, and/or subject;

- Locate secondary sources by title, keywords, and/or subject;
- Properly cite bills, statutes, subordinate legislation, case law, and secondary sources;
- Note up legislation and case law;
- Use built-in tools on online legal research databases such as Digests, Words & Phrases;
- Properly cite UK and US decisions;
- Prepare a Table of Authorities
- Properly cite in-text

COURSE CONTENT

WEEKLY COURSE CONTENT	
WEEK	CONTENT
1	<p>Introduction – overview of the law-making process, law libraries and legal materials, how to read legislation, how to read cases</p> <p>Bills and Statutes – finding and citing bills, process for bills, finding and citing statutes, distinguish between annual statutes and revisions</p>
2	<p>Statute (Effective Dates) – finding the effective date of a statute, distinguish between the Royal Assent and the effective date(s)</p>
3	<p>Legislation (Keyword Searching) – finding legislation by keywords using search forms and constructing Boolean searching</p>
4	<p>Statutes (Amendments) – checking for amendments, effect of an amending statute, finding and citing amendments including repeals and re-enactments</p>
5	<p>Subordinate Legislation (Regulations) – what is subordinate legislation, how is it made, finding subordinate legislation, locating the enabling statute and provision, citing subordinate legislation, regulations, rules of court</p>
6	<p>Cases (Citations) – what are case citations, various types of case citations, deciphering abbreviations, finding and citing cases</p>
7	MIDTERM WEEK
8	<p>Cases (Find and Cite) – finding and citing cases, style of cause, adding in the year, jurisdiction, court level, practice directives</p>

WEEKLY COURSE CONTENT	
WEEK	CONTENT
9	Cases (Keyword and Subject Searching) – finding cases by keywords using search forms, constructing Boolean searching, understanding legal research methodology, finding cases by subject, legal encyclopedias, case digests
10	Noting Up Cases, Prior and Subsequent History – noting up cases, understanding court hierarchy and case history, case treatment, citing prior history, subsequent history, prior and subsequent history, noting up cases outside of Canada
11	Administrative Decisions – what are administrative boards and tribunals, finding and citing administrative decisions, routes of appeal, interpreting case history annotations for administrative decisions
12	Noting Up Legislation, Words & Phrases – noting up legislation, understanding legislative treatment, words and phrases Secondary Sources, UK, US, Table of Authorities, Citing In-Text – locating secondary sources online, citing secondary sources, citing UK and US decisions, preparing a Table of Authorities, citing authorities in-text in a legal memorandum
13	Wrap Up
14-15	FINAL EXAM PERIOD

EVALUATION PROFILE

Individual Assignments	35-40%*
Exams	50-55%*
Group work	<u>10-15%</u>
TOTAL	100%

*No individual exam will be worth more than 35% without the approval of the dean.

GRADING PROFILE

A+ = 90-100	B+ = 77-79	C+ = 67-69	D = 50-59
A = 85-89	B = 73-76	C = 63-66	F = 0-49
A- = 80-84	B- = 70-72	C- = 60-62	

Incomplete Grades

Grades of Incomplete "I" are assigned only in exceptional circumstances when a student requests extra time to complete their coursework. Such agreements are made only at the request of the student, who is responsible to determine from the instructor the outstanding requirements of the course.

Late Assignments

Assignments are due at the beginning of the class on the due date listed. If you anticipate handing in an assignment late, please consult with your instructor beforehand.

Missed Exams/Quizzes/Labs etc.

Make-up exams, quizzes and/or tests are given at the discretion of the instructor. They are generally given only in medical emergencies or severe personal crises. Some missed activities may not be able to be accommodated. Please consult with your instructor.

Attendance

Students are expected to attend all classes and associated activities.

English Usage

Students are expected to proofread all written work for any grammatical, spelling and stylistic errors. Instructors may deduct marks for incorrect grammar and spelling in written assignments.

Electronic Devices

Students may use electronic devices during class for note taking only.

On-line Communication

Outside of the classroom, instructors will (if necessary) communicate with students using either their official Capilano University email or eLearn; please check both regularly. Official communication between Capilano University and students is delivered to students' Capilano University email addresses only.

UNIVERSITY OPERATIONAL DETAILS**Tools for Success**

Many services are available to support student success for Capilano University students. A central navigation point for all services can be found at: <https://www.capilanou.ca/student-services/>

Capilano University Security: download the [CapU Mobile Safety App](#)

Policy Statement (S2009-06)

Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Academic Integrity, Academic Probation and other educational issues. These and other policies are available on the University website.

Academic Integrity (S2017-05)

Any instance of academic dishonesty or breach of the standards of academic integrity is serious and students will be held accountable for their actions, whether acting alone or in a group. See policy and procedures S2017-05 Academic Integrity for more information: <https://www.capilanou.ca/about-capu/governance/policies/>

Violations of academic integrity, including dishonesty in assignments, examinations, or other academic performances, are prohibited and will be handled in accordance with the Student Academic Integrity Procedures.

Academic dishonesty is any act that breaches one or more of the principles of academic integrity. Acts of academic dishonesty may include but are not limited to the following types:

Cheating: Using or providing unauthorized aids, assistance or materials while preparing or completing assessments, or when completing practical work (in clinical, practicum, or lab settings), including but not limited to the following:

- Copying or attempting to copy the work of another during an assessment;
- Communicating work to another student during an examination;
- Using unauthorized aids, notes, or electronic devices or means during an examination;
- Unauthorized possession of an assessment or answer key; and/or,
- Submitting of a substantially similar assessment by two or more students, except in the case where such submission is specifically authorized by the instructor.

Fraud: Creation or use of falsified documents.

Misuse or misrepresentation of sources: Presenting source material in such a way as to distort its original purpose or implication(s); misattributing words, ideas, etc. to someone other than the original source; misrepresenting or manipulating research findings or data; and/or suppressing aspects of findings or data in order to present conclusions in a light other than the research, taken as a whole, would support.

Plagiarism: Presenting or submitting, as one's own work, the research, words, ideas, artistic imagery, arguments, calculations, illustrations, or diagrams of another person or persons without explicit or accurate citation or credit.

Self-Plagiarism: Submitting one's own work for credit in more than one course without the permission of the instructors, or re-submitting work, in whole or in part, for which credit has already been granted without permission of the instructors.

Prohibited Conduct: The following are examples of other conduct specifically prohibited:

- Taking unauthorized possession of the work of another student (for example, intercepting and removing such work from a photocopier or printer, or collecting the graded work of another student from a stack of papers);
- Falsifying one's own and/or other students' attendance in a course;
- Impersonating or allowing the impersonation of an individual;

- Modifying a graded assessment then submitting it for re-grading; or
- Assisting or attempting to assist another person to commit any breach of academic integrity.

Sexual Violence and Misconduct

All Members of the University Community have the right to work, teach and study in an environment that is free from all forms of sexual violence and misconduct. Policy B401 defines sexual assault as follows:

Sexual assault is any form of sexual contact that occurs without ongoing and freely given consent, including the threat of sexual contact without consent. Sexual assault can be committed by a stranger, someone known to the survivor or an intimate partner.

Safety and security at the University are a priority and any form of sexual violence and misconduct will not be tolerated or condoned. The University expects all Students and Members of the University Community to abide by all laws and University policies, including B.401 Sexual Violence and Misconduct Policy and B.401.1 Sexual Violence and Misconduct Procedure (found on Policy page <https://www.capilanou.ca/about-capu/governance/policies/>)

Emergencies: Students are expected to familiarise themselves with the emergency policies where appropriate and the emergency procedures posted on the wall of the classroom.