

# Law Practicum

## Course Syllabus

**Instructor:** Jeff (Jeffrey) Morrison

**Room:** A129

**Tutorials:** Monday - Friday 2:50-3:30

**Phone:** 346-347-4104

**Email:** [jmorrison@alvinisd.net](mailto:jmorrison@alvinisd.net)

### **Course Description:**

#### **Materials:**

- Black/Blue Pen
- Binder with 5 dividers
- Notebook Paper

**Cell Phone/Electronic Device Policy:** All devices must be kept in a purse or a backpack. Cell phones shall not be used in the classroom, unless approved by instructor.

#### **Student Expectations:**

1. Arrive on time for class
2. Attend all classes
3. Bring all necessary supplies to class
4. Participate in all group activities and discussions
5. Complete all assigned tasks
6. Be respectful of others
7. Be responsible for obtaining make-up work/notes from the designated area upon return from an absence.
8. BE IN THE MOMENT!

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9. LEAVE IT AT THE DOOR!

### **UNITS:**

- 1. Professionalism**
- 2. Employment Skills**
- 3. Constructive Criticism**
- 4. Ethics**
- 5. Personal Development**
- 6. Problem Solving**
- 7. Teamwork and Leadership**
- 8. Professional Writing**
- 9. Workplace Technology**
- 10. Investigating Scholarships**
- 11. Professional Portfolio**