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Legal

Writing

Richard K. Neumann, Jr.
Sheila Simon

SECOND
EDITION



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Law & Business

ASPEN COURSEBOOK SERIES

Legal Writing

Second Edition

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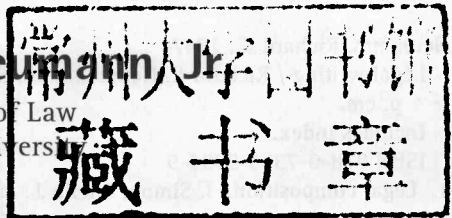
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Preface

In this book our goals have been to explain analytical writing in ways that are concise, accessible, and occasionally conducive to provoking the type of smile that enhances learning. We have included special coverage on the process of writing, the use of policy, storytelling techniques, and the CREAC formula (also known as the paradigm).

Chapter 1 provides an overview of the book and how to use it. Here is how the rest of the book is organized:

Part	Chapters	Coverage
Part I	Chs. 2 through 10	analysis of legal rules, policy, and authority
Part II	Chs. 11 through 13	the process of writing and the value of students' own individuality as writers
Part III	Chs. 14 and 15	office memos and predictive writing
Part IV	Chs. 16 through 19	the CREAC formula and how to use it
Part V	Chs. 20 through 24	paragraphing, sentences, style, citations, and quoting
Part VI	Chs. 25 and 26	client letters (Ch. 25) and email memos (Ch. 26)
Part VII	Chs. 27 and 28	how lawyers persuade (Ch. 27) plus motion memos (Ch. 28)
Part VIII	Chs. 29 through 31	storytelling and fact statements
Part IX	Chs. 32 and 33	argumentation and point headings
Part X	Chs. 34 through 39	appellate briefs, standards of review, policy arguments on appeal, questions presented, and oral argument

Preface

Part	Chapters	Coverage
Appendices	Apps. A through E	document samples: office memo, client letter, motion memo, appellant's brief, and appellee's brief
	Apps. F through G	punctuation, troublesome words, and document design

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Part IV	Chs. 16 through 19	the CREAC formula and how to use it
Part V	Chs. 20 through 24	paragraphing, sentences, style, citations, and quoting
Part VI	Chs. 25 and 26	client letters (Ch. 25) and e-mail memos (Ch. 26)
Part VII	Chs. 27 and 28	how-lawyer persuade (Ch. 27) plus motion memos (Ch. 28)
Part VIII	Chs. 29 through 31	storytelling and fact statements
Part IX	Chs. 32 and 33	argumentation and point heading
Part X	Chs. 34 through 39	appellate briefs: standards of review, policy arguments on appeal, questions presented, and oral argument

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From Sheila Simon:

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Amy R. Stein, *Helping Students Understand that Effective Organization is a Prerequisite to Effective Legal Writing*, 15 Perspectives 36 (2006).

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