

Foundations of Legal Research Using LexisAdvance®

COURSE BROCHURE



YOUR Course Overview

IN BRIEF

Blackstone Career Institute's online certificate courses enables you to learn new skills at your own pace without disrupting your present job or lifestyle. Upon completion, you will have a Foundations of Legal Research Using LexisAdvance® certificate, along with the skills and confidence necessary to achieve your professional development goals. Additionally, some employers will sponsor your training through tuition reimbursement programs.

Unit 1 Blackstone's Skills for Success

In this unit, you will discover how you learn best as well as your learning style by reading about intrinsic versus extrinsic motivation, field dependence and independence, self-efficacy and self-determination. Visual, auditory, and kinesthetic learners will be discussed along with the differences between them. You will also receive some tips regarding your study space, the best time to work, and goal setting. Learning strategies, along with note-taking and memory tricks, are also included in this unit.

Unit 2 Legal Research and Writing Part 1

This unit will start your foundation in legal research. The differences between federal and state law, civil and criminal law, and substantive and procedural law are highlighted. You will learn about primary and secondary sources and computer-assisted legal research (CALR), as well as how to verify and analyze your legal research.

Unit 3 Legal Research and Writing Part 2

This unit explores the basics of legal writing and the writing process. You will learn how to write different types of legal documents such as legal letters, legal memorandums, and appellate briefs. Assignments in this unit will give you practical experience in legal writing.

Unit 4 English Usage and Written Communication

In this unit, you will gain knowledge about the English language and written communication skills. This information is important to the successful allied health professional. The lessons begin with parts of speech then review parts of a sentence, pronouns, verbs and agreement, and finally, sentence types and punctuation. This unit is a great grammar tutorial. You will also practice writing in active versus passive voice, paragraph formation, and creating topic sentences all while gaining some valuable tips for business communication.

Unit 5 Effective Legal Research Using LexisAdvance®

This unit will help you expand your research capabilities, improve your writing skills and learn computer-assisted legal research (CALR) using LexisAdvance®. One-on-one Lexis training is available to fit your skill level. Completion of the required Lexis Learn training modules can lead to CLE credit in many states (check with your state's paralegal association).



What you receive with your course

Your course consists of five units, including the following resources, to assist you step-by-step through your studies.

LexisAdvance® Student Membership

Included with your tuition is a 6 month membership to LexisAdvance®, the leading online legal, news and business information service. This invaluable tool will give you real-world experience conducting online legal research.

Additional Blackstone Study Units

In addition to the Legal Research and Writing Units, you will also receive access to two exclusive Blackstone study units - *Blackstone's Skills for Success* and *English and Written Communication*.

Online Student Center

Included with your tuition, you will have online access to your study guides and study units, exams, grades, payment history, discussion boards, and more.

Graduation Documents

Upon successful completion of the entire course, you will receive an official transcript and a certificate. A copy of your transcript will be on permanent file and available at a nominal fee.

