<table>
<thead>
<tr>
<th><strong>Course Title:</strong></th>
<th>Professional and Legal Writing</th>
<th><strong>Term/ Semester/Year:</strong></th>
<th>Spring 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Catalog Number:</strong></td>
<td>CRIM2245</td>
<td><strong>Instructor:</strong></td>
<td>Richard Gray</td>
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**Course Description:**
This course is designed to prepare students for the characteristic style and format of writing letters and reports within the various professions of the criminal justice system. Emphasis will be on developing cogent, analytical, and legally sustainable documents with particular attention to format, structure, grammar and literary style. This course meets the requirements of the law school preparation curriculum.

**Prerequisites (If any):**
None

**Goals and Objectives:**
Participants will develop their analytical and critical faculties as they learn to write precisely and grammatically. Logical process, clear expression and criteria analysis will be emphasized.

**Course Topics:**
Analytical writing and reading. Analytical tools including observation, paraphrase, and The Method. The analyzing formation implicit in physical contexts. The analysis of various situations, statements and documents routinely encountered in Criminal Justice contexts. The basic rules of grammar and punctuation.

**Text:**