

COURSE SYLLABUS

LAST REVIEW	Spring 2021
COURSE TITLE	Legal Ethics, Interviewing and Investigation
COURSE NUMBER	PRLG 0272
DIVISION	Social and Behavioral Sciences & Public Services
DEPARTMENT	Paralegal
CIP CODE	22.0302
CREDIT HOURS	3
CONTACT HOURS/WEEK	Class: 3
PREREQUISITES	PRLG 0121
COURSE PLACEMENT	Students must meet the correct placement measure for this course. Information may be found at: https://www.kckcc.edu/admissions/information/mandatory-evaluation-placement.html

COURSE DESCRIPTION

Upon successful completion of this course, the student should be able to explain ethical rules and standards governing the legal profession, interview clients and witnesses, and investigate the facts as part of a legal analysis or proceedings. A major emphasis will be on recognition of ethical problems commonly encountered and the development of interviewing and investigating skills.

Institutional Learning Outcomes

- Communication
- Computation and Financial Literacy
- Critical Reasoning
- Technology and Information Literacy
- Community and Civic Responsibility
- Personal and Interpersonal Skills

TEXTBOOKS

<http://kckccbookstore.com/>

METHODS OF INSTRUCTION

A variety of instructional methods may be used depending on content area. These include but are not limited to: lecture, multimedia, cooperative/collaborative learning, labs and demonstrations, projects and presentations, speeches, debates, panels, conferencing, performances, and learning experiences outside the classroom. Methodology will be selected to best meet student needs.

COURSE OUTLINE

I. Legal Ethics and Professional Responsibility

- A. Confidentiality
- B. Privilege
- C. Competence
- D. Conflict of Interest
- E. Fee Arrangements
- F. Diligent Representation
- G. Work Product
- H. Codes of Ethics for NFPA and NALA
- I. Kansas Rules of Professional Conduct

II. Conducting Interviews

- A. Interpersonal Skills
- B. Questioning Skills
- C. Listening Skills
- D. Planning Interview
- E. Interviewing Clients
- F. Interviewing Witnesses

III. Conducting Investigations

- A. Planning the Investigation
- B. Principles of Investigation
- C. Rules of Evidence
- D. Locating Witnesses
- E. Witness Statements

COURSE LEARNING OUTCOMES

Upon successful completion of this course, the student will:

- A. CLO #1 The student shall be able to compare & contrast the legal code of ethics from ABA, NFPA, and NALA.
- B. CLO #2 The student shall be able to apply the Kansas Rules of Professional Conduct to common legal ethical problems.
- C. CLO #2 The student shall be able to explain methods of interviewing and investigation used in the legal field.
- D. CLO #2 The student shall be able to demonstrate ability to effectively interview.
- E. CLO #3 The student shall be able to create an investigation and discovery plan for a hypothetical case.

ASSESSMENT OF COURSE LEARNING OUTCOMES AND COMPETENCIES

Student progress is evaluated through both formative and summative assessment methods. Specific details may be found in the instructor's course information document.

COLLEGE POLICIES AND PROCEDURES

Student Handbook

<https://www.kckcc.edu/files/docs/student-resources/student-handbook-and-code-of-conduct.pdf>

College Catalog

<https://www.kckcc.edu/academics/catalog/index.html>

College Policies and Statements

<https://www.kckcc.edu/about/policies-statements/index.html>

Accessibility and Accommodations

<https://www.kckcc.edu/academics/resources/student-accessibility-support-services/index.html>.