

J. Sargeant Reynolds Community College
Course Content Summary

Course Prefix and Number: LGL 2 21 Credits: 3

Course Title: E-Practice

Course Description: pDfm>BDC 6 -0.9.53j /TT1 1 4 72 /TT2 1 Tf 0 Tc 4 Tm ()Tj 10MC /P <-9.53j 2 Tc3 0Tc 0

General Course Purpose:

A requirement for the Litigation Specialization of the Paralegal Studies AAS degree, this course addresses the knowledge and skills students need for e-filing in federal court and appropriate state courts, as well as appropriate administrative agencies. The course will also train the student on the proper process for e-discovery.

Course Prerequisites and Co -requisites:

Prerequisites: LGL 210, LGL 216 and ITE 152

Student Learning Outcomes:

Upon completing the course, the student will be able to

- x E-file in federal court;
- x E-file in appropriate state courts;
- x E-file in appropriate administrative agencies; and
- x Implement the electronic discovery process, including information management, preservation and collection, processing, review and analysis, production, and presentation.

Major Topics to Be Included:

- x E-filing