MEMORANDUM

To: Incoming Class of 2017
From: Legal Research, Analysis & Writing Program
Date: August 6, 2014
Re: UPDATED CODES: Instructions for Completing Core Grammar for Lawyers Prior to or During Orientation

Welcome to the University of South Carolina School of Law. During both semesters of your first year, you will be enrolled in Legal Research, Analysis & Writing. We look forward to meeting each of you.

As your first task for this class, sometime between August 13 and the end of Orientation, August 20, you will need to complete the pre-test for Core Grammar for Lawyers. Core Grammar for Lawyers is an online, self-directed program that will help you to learn or solidify the essential grammar, punctuation, and style skills that you will need to know to write well as a lawyer, and to perform well in this course. The program is self-diagnostic, and its lessons are tailored to your particular strengths and weaknesses. Accordingly, the amount of time that each student will spend during the semester to cover this material will vary based on his or her performance on the diagnostic pre-test. Later in the semester, you will complete a post-test, but we will provide you with additional details on your use of Core Grammar once classes start.

The Pre-Test

Many of the familiar rules of grammar, style, and punctuation apply to professional writing in any context. Therefore, you already have some of the essential skills that you will need. However, professional writing in the legal context probably differs in some ways from the writing you have done in the past. The test also covers a few topics that you are very unlikely to have been exposed to before you came to law school, such as legal citation. Accordingly, please do not be discouraged if your score on the diagnostic pre-test is lower than you expected. In particular, you should discount your pre-test score for Section E if you have not worked before law school with the Bluebook to construct proper citations to legal authorities. Because the score report will give you sub-scores for each lesson, you should be able to tell which unfamiliar skills, such as legal citation, may have disproportionately affected your score.

The Assignment

• Using the discount code and following the instructions provided below, purchase a one year subscription.
• Enroll in the Core Grammar class for your Legal Research, Analysis & Writing section.
• Complete the pre-test any time between **Wednesday, August 13 and the last day of Orientation, Wednesday, August 20.** You must complete the pretest by **6:00 p.m. on Wednesday, August 20.**

• The pre-test consists of ninety-six multiple-choice questions, which should take you between forty-five and ninety minutes to complete.

• Consider taking the pre-test in a place with minimal distractions, such as a library or computer lab.

• Carefully read each question. Skimming the questions could lead to your misreading the questions, which in turn could lead to your selecting an incorrect answer.

**Discount Code, Purchase Instructions, and Class Code**

The discount code for students in this course is "USCL2014" and grants a 20% discount from the program’s $38 list price. Thus, you will pay only $30 for your subscription if you enter the discount code according to the following instructions:

1) Go to http://www.coregrammarforlawyers.com
2) Click the link that says "Purchase this Program"
3) Click the "Purchase CGL" button
4) On the first form, fill in name, phone, and email address. Be sure to select "South Carolina" for the state field and "University of South Carolina School of Law" in the school field. Click continue.
5) Enter "USCL2014" into the "Access Code" box. Discounted prices should appear immediately. Enter Credit Card information below and click Verify.
6) One final payment verification page comes next. Finish the order and follow the rest of the instructions on screen to create your account and password.

Before you take the pretest, you will need to enter your "Class Code" number for your section. The Class Codes are as follows:

Section 1, Groups 1 & 2, Leonardi/Melton: 314-195-2252
Section 1, Groups 3 & 4, Baker/Conroy: 314-195-8262
Section 2, Groups 5 & 6, Leventis/Alford: 314-195-3381
Section 2, Groups 7 & 8, Milligan/Gissendanner: 314-195-4346
Section 3, Groups 9 & 10, Virzi(Maxwell: 314-195-1522
Section 3, Groups 11 & 12, Dalzell/Drake: 314-195-8348

If you have any questions, or if you need assistance with this process, please contact Amy L. Milligan, Assistant Director of Legal Writing, by email at milligal@law.sc.edu.