

Level of Studies: Undergraduate Academic Studies				
Course Title: NOMOTECHNICS AND THE DRAWING UP OF LEGAL ACTS				
Teacher: Prof. Radmila Vasić, PhD. A civil and a criminal judge also participate in the teaching, as well as professors of criminal procedural law and civil procedural law.				
Course status: skills, optional				
Number of ECTS: 2				
Requirements: /				
Aims of the course: to help master the fundamentals of the drawing up of legal documents; to enable the students to apply the acquired theoretical knowledge in the professional practice of law; to train students in conducting legal research; to enable them to develop the ability of legal reasoning, to teach them how to linguistically formulate the reason for the adoption of an act and the goal of its adoption so as to best fulfil the purpose of the act; to enable them to notice legally relevant facts and to present the facts in two ways according to the purpose that the document has or should have: in an objective analysis and in persuasive writing; to learn in an interactive discussion to support their legal claim with valid arguments; to have students acquire written communication skills and behavioural skills.				
Course result: Students will be enabled to draw up basic legal acts independently and they will improve their skills of interpretation and critical legal analysis of the content of basic legal acts.				
Course content: 1. The language of law (Law as a literary profession: Clarity, precision and the choice of wording); 2. The fundamentals of the drawing up of documents as exemplified in a hypothetical civil case; Objective legal analysis, legal memorandum and expert opinion; preliminary analysis of a client's request. 3. Objective legal analysis, legal memorandum and expert opinion; preliminary analysis of a client's request exemplified in a hypothetical criminal case; Legal research; 4. Persuasive writing; Action for a hypothetical civil case; Appeal against a conviction in a hypothetical criminal case; 5. Introduction to civil case documents; 6. Drawing up an action; 7. Defence; 8. Appeal against a first instance decision; 9. Introduction to a criminal case; 10. Order to conduct an investigation; 11. Decision on the objection to an indictment; 12. Appeal against a first instance decision; 13. The fundamentals of the drawing up of general legal documents; Legal analysis and interpretation of laws; 14. Drawing up legal norms; 15. Conversation on the achieved (course) results.				
Literature: Students will receive all materials necessary for successful teaching, consisting of theoretical insights, instructions, examples, hypothetical cases, cases from the legal practice, homework and practical in-class exercises, at the beginning of the semester. Literature supporting the course: J. E. Moliterno, F. I. Lederer, <i>An Introduction to Law, Law Study, and the Lawyer's Role</i> , Durham, North Carolina, Carolina Academic Press, 2004; R. K. Neumann, Jr, <i>Legal Reasoning and Legal Writing. Structure, Strategy, and Style</i> , Gaithersburg, New York, Aspen Law & Business, 2001; A. Enquist, L. C. Oates, <i>Just Writing. Grammar, Punctuation, and Style for the Legal Writer</i> , New York, Aspen, 2001; S. H. Krieger, R. K. Neumann, Jr, <i>Essential Lawyering Skills. Interviewing, Counseling, Negotiation, and Persuasive Fact Analysis</i> , New York, Aspen, 2003.				
Number of lectures – active classes				Other classes
Theoretical classes:	Practical classes:	Other forms of instruction:	Research paper:	
		30		
Instruction method: The teaching has been envisaged as dealing with practical exercises with short passages to theory and an introduction to the problematics to which the given exercise belongs. Theoretical considerations and practical exercises – for in-class work and homework – are to be found in the Handbook. Interactive consideration of problem questions.				
Grading system (maximum number of points 100)				
Pre-exam obligations	points	Final exam	points	
Activities during lectures	40	Written exam		
Activities during practical classes		Oral exam	30	
Tests			
Seminar classes	30			