

All levels SLOs statistics during CCC Spring 2012 for Paralegal Studies

SLO Text	SLO Level	Course Number	Fully Achieved	Partially Achieved	Failed to Achieve
<u>Examine and assess the role and function of the paralegal and apply ethical standards.</u>	C	LAW-C100	74.36 %	5.13 %	20.51 %
<u>Collect and develop legal terminology and apply terms to legal procedures.</u>	C	LAW-C100	74.36 %	5.13 %	20.51 %
<u>Analyze and evaluate selected cases and statutes, and factual situations and compare federal and state court structures.</u>	C	LAW-C100	74.36 %	5.13 %	20.51 %
<u>Analyze and compare legal problems, assess research procedures, organize investigative techniques, and utilize the Coastline Virtual Library to develop entry level factual research skills.</u>	C	LAW-C100	71.79 %	7.69 %	20.51 %
<u>Develop and improve writing proficiency through a series of short writing assignments on a particular topic resulting in a composition for assessment.</u>	C	LAW-C100	66.67 %	12.82 %	20.51 %
<u>Examine the basic principles of recognition and selection of the parties to an action, define and explain the courts' jurisdiction over subject matter and property, and be able to select the correct designation.</u>	C	LAW-C105	83.33 %	14.58 %	2.08 %
<u>Analyze a potential case and the basic pleadings as applicable to complaints, cross-complaints, answers, and other responsive pleadings and demonstrate knowledge by preparation of pleading and other responsive documents.</u>	C	LAW-C105	81.25 %	16.67 %	2.08 %
<u>Analyze how to use discovery and motions in the civil process in preparation for mediation, arbitration, or trial.</u>	C	LAW-C105	85.42 %	8.33 %	6.25 %
<u>Read and analyze cases and legal factual situations and demonstrate knowledge in application of litigation procedures.</u>	C	LAW-C105	83.33 %	12.50 %	4.17 %
<u>Apply the methods and procedures of legal analysis through case briefing.</u>	C	LAW-C118	73.68 %	13.16 %	13.16 %
<u>Formulate a professional legal memorandum that analyzes statutory and case authority and prepare an appellate brief using the proper structure.</u>	C	LAW-C118	73.68 %	13.16 %	13.16 %
<u>Apply and evaluate the methods and procedures of legal analysis through persuasive legal writing.</u>	C	LAW-C118	73.68 %	13.16 %	13.16 %
<u>Find and update primary authority to support application of the law to a fact situation in a client's case.</u>	C	LAW-C122	94.12 %	5.88 %	0.00 %
<u>Locate and assess information for factual investigation in a client's case.</u>	C	LAW-C122	94.12 %	5.88 %	0.00 %
<u>Integrate the resource materials into a research memorandum or report.</u>	C	LAW-C122	100.00 %	0.00 %	0.00 %
<u>Formulate legal reasoning, analysis, interpretation, and application of the law to a fact situation using electronic research services.</u>	C	LAW-C122	94.12 %	5.88 %	0.00 %
<u>Perform the duties and functions at entry-level or above of a paralegal or legal assistant.</u>	C	LAW-C127	83.33 %	9.52 %	7.14 %
<u>Prepare appropriate legal forms and documents for court filing in a civil action using a given specific fact pattern.</u>	C	LAW-C127	80.95 %	11.90 %	7.14 %
<u>Analyze legal terminology and assess, select and use legal terms.</u>	C	LAW-C127	83.33 %	9.52 %	7.14 %
<u>Work independently to produce an acceptable project folder similar to what is used in a family law legal work place environment.</u>	C	LAW-C127	85.71 %	4.76 %	9.52 %
<u>Prepare documents using appropriate software to become more proficient by applying information provided by the instructor.</u>	C	LAW-C127	80.95 %	11.90 %	7.14 %

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<u>Measure and develop general office skills such as filing, calendaring, service of process, judicial council forms, documents and legal mailing procedures when applied to a specific fact pattern.</u>	C	LAW-C127	83.33 %	9.52 %	7.14 %
<u>Prepare in proper format all documents and procedural check lists for corporations, civil actions and criminal cases, as applied to specific fact patterns.</u>	C	LAW-C128	N/A	N/A	N/A
<u>Select and use the different forms of business entitles and apply the procedures to form a small California corporation and create a viable legal entity.</u>	C	LAW-C128	N/A	N/A	N/A
<u>Select and use general real property terminology.</u>	C	LAW-C128	N/A	N/A	N/A
<u>Prepare, file, and organize civil actions through judgment in breach of contract, landlord-tenant and personal injury actions, and prepare and schedule proper legal calendaring as applied to specific fact patterns.</u>	C	LAW-C128	N/A	N/A	N/A
<u>Prepare and use the forms for discovery and motions in civil actions and be able to select and apply the documents and procedures needed for pre-trial civil actions as applied to specific fact patterns.</u>	C	LAW-C128	N/A	N/A	N/A
<u>Identify the basic constitutional rights of defendants in criminal actions and select and use the procedures and terminology in misdemeanor and felony actions.</u>	C	LAW-C128	N/A	N/A	N/A
<u>Compose and assess the job requirements of paralegals and legal managers and be able to evaluate personnel problems and supervision techniques given specific fact situations.</u>	C	LAW-C130	N/A	N/A	N/A
<u>Analyze and solve technology problems for specific legal applications based on fact situations and be able to debate the logic of the solutions.</u>	C	LAW-C130	N/A	N/A	N/A
<u>Compare major management structures and administrative functions in legal organizations and be able to assess the systems of risk management based on specific fact situations.</u>	C	LAW-C130	N/A	N/A	N/A
<u>Given a fact scenario evaluate, distinguish between, and compare the legal aspects of the following areas of family law: validity of marriage, property determination, rights of the children, parenting plans, temporary orders and enforcement, mediation, arbitration, and trial.</u>	C	LAW-C135	87.80 %	2.44 %	9.76 %
<u>Construct and formulate documents and pleadings required by the family law court as applied to a specific fact situation.</u>	C	LAW-C135	90.24 %	0.00 %	9.76 %
<u>Recognize the methods and procedures of conflict resolution and be able to apply the methods and procedures to given factual situations.</u>	C	LAW-C152	N/A	N/A	N/A
<u>Distinguish between the different non-adjudicative solutions available in conflict resolution.</u>	C	LAW-C152	N/A	N/A	N/A
<u>Apply and evaluate the factors used to determine appropriate conflict resolution methods and analyze and diagnose the basis of conflict in a given factual situation.</u>	C	LAW-C152	N/A	N/A	N/A
<u>Develop the ability to participate or mediate and prepare a mediation or arbitration brief based on specific facts.</u>	C	LAW-C152	N/A	N/A	N/A
<u>Identify elements of basic computer utilization and evaluate basic computer software applications typical to a legal office environment.</u>	C	LAW-C170	84.62 %	11.54 %	3.85 %
<u>Identify and select basic commands, commonly utilized in a legal office environment, and know the order of steps required to (1) copy files for back-up and/or storage, (2) load software, and (3) perform simple operational functions.</u>	C	LAW-C170	76.92 %	11.54 %	11.54 %
<u>Evaluate and compare the steps required to create documents, pleadings, and correspondence in Microsoft Word software.</u>	C	LAW-C170	92.31 %	0.00 %	7.69 %
<u>Compare and contrast the use of online legal research and Internet research as applied to specific fact situations.</u>	C	LAW-C170	84.62 %	0.00 %	15.38 %

All levels SLOs statistics during CCC Spring 2012 for Paralegal Studies

<u>Evaluate the basic features of a spreadsheet database, case management database, and time and billing software as utilized within the legal environment and as applied to specific fact situations.</u>	C	LAW-C170	84.62 %	11.54 %	3.85 %
<u>Analyze and select computer applications (positive and negative assessments) and develop a plan utilizing specific facts for a needs assessment within a legal organization to implement specialty-specific software programs.</u>	C	LAW-C170	88.46 %	3.85 %	7.69 %
<u>Apply and build on theoretical and practical education in the performance of work tasks in chosen field.</u>	C	LAW-C283	66.67 %	0.00 %	33.33 %
<u>Based on self-evaluation and supervisor feedback, develop appropriate professional development and career advancement goals.</u>	C	LAW-C283	66.67 %	0.00 %	33.33 %
<u>Apply and build on theoretical and practical education in the performance of work tasks in chosen field.</u>	C	LAW-C284	77.78 %	0.00 %	22.22 %
<u>Based on self-evaluation and supervisor feedback, develop appropriate professional development and career advancement goals.</u>	C	LAW-C284	77.78 %	0.00 %	22.22 %
<u>Demonstrate the use of forms for client interviews, fact gathering, and reporting.</u>	C	LAW-C390	93.10 %	3.45 %	3.45 %
<u>Attain a satisfactory evaluation for his/her legal clinic real world work experience in interviewing clients and meeting with attorneys in consultation.</u>	C	LAW-C390	96.55 %	0.00 %	3.45 %
<u>Evaluate and assess legal problems and demonstrate the ability to handle telephonic and face-to-face client contact.</u>	C	LAW-C390	93.10 %	3.45 %	3.45 %
<u>Apply the theoretical knowledge gained in the classroom to the working environment in the legal clinic with clients.</u>	C	LAW-C390	93.10 %	3.45 %	3.45 %
<u>Assess communication processes and evaluate ethical issues and client confidentiality.</u>	C	LAW-C390	79.31 %	13.79 %	6.90 %
<u>Compare and distinguish between conflicts of interest, legal advice, and the unauthorized practice of law as applied to given fact patterns and client in-person interviews.</u>	C	LAW-C390	79.31 %	13.79 %	6.90 %
<u>Score a passing grade on the required ethics examination.</u>	C	LAW-C390	100.00 %	0.00 %	0.00 %
<u>Demonstrate ability to apply critical thinking and analysis.</u>	I	LAW-C118	76.32 %	13.16 %	10.53 %
<u>Demonstrate ability to apply critical thinking and analysis.</u>	I	LAW-C121	85.71 %	8.57 %	5.71 %
<u>Analyze and communicate conclusions both orally and in writing.</u>	P	LAW-C100	74.36 %	5.13 %	20.51 %
<u>Analyze and communicate conclusions both orally and in writing.</u>	P	LAW-C105	89.58 %	4.17 %	6.25 %
<u>Analyze and communicate conclusions both orally and in writing.</u>	P	LAW-C118	81.58 %	7.89 %	10.53 %
<u>Analyze and communicate conclusions both orally and in writing.</u>	P	LAW-C122	94.12 %	5.88 %	0.00 %
<u>Analyze and communicate conclusions both orally and in writing.</u>	P	LAW-C390	96.55 %	3.45 %	0.00 %
<u>Apply legal concepts to the clients' problems.</u>	P	LAW-C100	79.49 %	2.56 %	17.95 %
<u>Apply legal concepts to the clients' problems.</u>	P	LAW-C105	91.67 %	6.25 %	2.08 %
<u>Apply legal concepts to the clients' problems.</u>	P	LAW-C118	86.84 %	2.63 %	10.53 %
<u>Apply legal concepts to the clients' problems.</u>	P	LAW-C127	95.24 %	0.00 %	4.76 %
<u>Apply legal concepts to the clients' problems.</u>	P	LAW-C128	75.76 %	6.06 %	18.18 %
<u>Apply legal concepts to the clients' problems.</u>	P	LAW-C390	93.10 %	6.90 %	0.00 %
<u>Apply legal ethics in the paralegal field.</u>	P	LAW-C100	79.49 %	2.56 %	17.95 %
<u>Apply legal ethics in the paralegal field.</u>	P	LAW-C105	89.58 %	6.25 %	4.17 %

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Apply legal ethics in the paralegal field.	P	LAW-C118	78.95 %	10.53 %	10.53 %
Apply legal ethics in the paralegal field.	P	LAW-C127	95.24 %	0.00 %	4.76 %
Apply legal ethics in the paralegal field.	P	LAW-C128	75.76 %	3.03 %	21.21 %
Apply legal ethics in the paralegal field.	P	LAW-C390	96.55 %	3.45 %	0.00 %
Locate, analyze, and use primary authority and secondary authority; apply techniques for locating cross-references and collateral references interpreting the primary authorities in the process of legal research and writing.	C	LAW-C121	80.00 %	14.29 %	5.71 %
Apply the methods and procedures for citing and updating primary and secondary authority including research trail analysis.	C	LAW-C121	85.71 %	5.71 %	8.57 %