



# Legal Analysis and Writing

*William H. Putman*

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## **Legal Analysis and Writing** William H. Putman

Legal Analysis and Writing, third edition, provides the student with in-depth knowledge of the fundamentals of legal analysis and writing, the operation of the elements of the fundamentals in the analysis and writing process, and the manner in which the process guides and assists the student in the production of a finished product, such as an interoffice research memorandum. The text is national in scope and designed for students who have completed introductory legal assistant courses. The focus of the text is on the legal analysis and writing process. The text is divided into three sections, the first of which presents an overview of the analysis process and the basic legal principles involved in that process. The second section provides in-depth coverage of the elements and tools used in the analysis and writing process, while the third section focuses on the application of the principles presented in the previous sections. It also addresses the drafting of legal correspondence, legal research memoranda, and court briefs. This complete text is enhanced by such features as a corresponding website, a student activity CD, online references, key points, and examples.

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