



# Mendocino College

COURSE LEVEL STUDENT LEARNING OUTCOMES

<b>Term Effective:</b>	Spring	2008
	Semester	Year

Title:   
*(limit to 50 characters including spaces)*

Course Number:

Initiator:

Date Submitted:

Units Min:

*If this is a variable unit course, then the relationship between units and any difference in expected SLO's should be explained.*

Units Max:

Lecture Hours:

Lab Hours:

Activity Hours:

**Student Learning Outcomes:** *(Enter the SLO's in an outline format. Use the Ctrl + Tab keys to indent for subtopics.)*

1. Demonstrate knowledge of spelling and legal vocabulary as it applies to the law office.
  2. Demonstrate knowledge of history and areas of law and court structure.
  3. Demonstrate knowledge of basic law office procedures, including types of correspondence and filing in a law office.
  4. Display the required skills and use of good judgment and initiative in the completion of the assigned projects.
- These outcomes will be assessed by classroom demonstrations and hands-on exercises.

**SIGNATURES / APPROVALS:**

Instructor(s) \_\_\_\_\_  
 Signature Date

Instructor(s) \_\_\_\_\_  
 Signature Date