

SAVE -- You will need this to complete reports throughout the semester

OBJECTIVES AND METHODS

PALM BEACH COUNTY ATTORNEY'S OFFICE -- CIVIL ISSUES

- OBJECTIVE I Develop an academic familiarity with the substantive areas of law including land use, county governmental questions, environmental, contracts and litigation.
- METHOD 1. Review federal and state statutes, regulations, applicable case law and Code of Laws (Ordinances) with supervising attorney(s).
- OBJECTIVE II Develop skills in pretrial practice.
- METHOD 1. Participate in factual investigation including witness interviews and review of records.
2. Research legal precedent and possible remedies.
3. Participate in the development of cooperative legal strategies with other agencies such as the City of West Palm Beach and the Florida Department of Transportation.
- OBJECTIVE III Develop negotiation skills.
- METHOD 1. Plan a negotiation strategy with supervising attorney.
2. Conduct negotiations with opposition.
- OBJECTIVE IV If the County Attorney's Office has an appropriate case in the trial posture, students may participate in pleadings, discovery and hearings. This objective may not occur in some semesters.
- METHOD 1. Draft, under supervision pleadings including complaints, answers, affirmative defenses and counterclaims, motions or legal memoranda.
2. Draft or conduct, under supervision, discovery including interrogatories, depositions, motions to produce, requests for admissions, or responses to opposing party's discovery.

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3. Prepare, under supervision, trial or appellate materials including motions, stipulations, responses to evidentiary problems, trial notebooks, proposed final judgments or orders, appellate briefs.
4. Participate in a hearing including motions argument.

OBJECTIVE V Maintain awareness of progress in the internship program.

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1. Make daily entries in a learning journal.
 2. Send journals to faculty supervisor every week.
 3. Submit periodic reports and evaluations to faculty supervisor.