



Bryan A. Garner Seminars

America's #1 Legal-Writing Seminars

The Garner Method for Better Legal Memos

9:00 a.m.–Noon (Central Time)

Spring 2021 Live Online Sessions

What can a good memo do for you?

Consider your ingrained thoughts about memos:

- Think memos are only for associates and law students?
- Think they're old-fashioned and outdated products in your law practice?
- Do you skip this step and jump straight from researching an issue to writing your motion?
- Do you get long e-mails from colleagues as replacements for the supposedly passe memo?

Professor Bryan A. Garner will show you the true power of a good memo.



Spring 2021 Season:

January 14
January 28
February 11
February 25
March 11
March 25

Praise for Bryan Garner's Training

Ted Olson, former Solicitor General of the United States and a partner at Gibson, Dunn & Crutcher, says:

"Bryan Garner's seminars are the most valuable things I know of to help a lawyer communicate effectively. Lawyers who strive to be effective never stop learning. I'd go again and again and again."

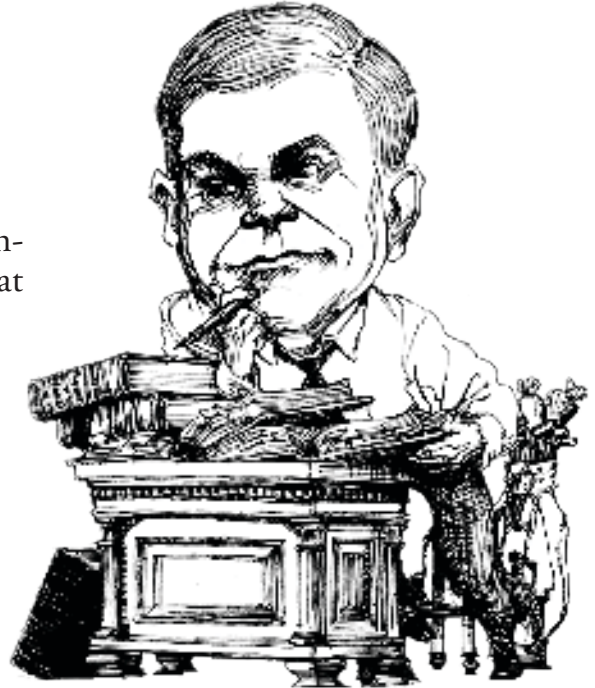
The Garner Method for Better Legal Memos

Professor Bryan A. Garner shows you how to write legal-research memos that truly stand out.

For 30 years, Professor Garner has collected memo samples from groups throughout the country. Less than 3% of them do the three things that a solid memo should do on page 1:

1. State the question that the writer seeks to answer in a way that any reader, even years down the line, can comprehend.
2. Give a brief answer to that question.
3. Summarize the reason for that answer.

Although these seem to be easy and straightforward tasks, they're devilishly hard for most.



About Bryan A. Garner



Professor Bryan A. Garner is the entrepreneurial scholar behind LawProse. Respected by judges, his writings have been cited by appellate courts in all 50 states.

The United States Judicial Conference has relied on him to take the lead in revising federal rules—civil, appellate, criminal, bankruptcy, and judicial discipline.

He is the coauthor with the late Justice Antonin Scalia of both *Making Your Case: The Art of Persuading Judges* and *Reading Law: The Interpretation of Legal Texts*.

Editor in chief of *Black's Law Dictionary* since 1995, Professor Garner is a prolific and award-winning author. His books include *The Winning Brief*, *The Law*

of Judicial Precedent, and *Garner's Modern English Usage*.

He is the most sought-after legal-writing professor in the world. His clients have included 25 state supreme courts, a dozen federal courts, the United Nations, and hundreds of law firms and corporate legal departments.

Professor Garner is often called on to serve as an expert witness in cases of linguistic and grammatical interpretation. His work has been featured in *The New York Times*, *The Wall Street Journal*, *USA Today*, and *Harper's Magazine*, as well as on CNN, *The Tonight Show*, NPR, and *60 Minutes*.

To enroll:

Visit us at www.lawprose.org or call us at 214-691-8588.

9:00 a.m.–Noon CT
Tuition: \$595

Seminar Schedule

(All times are Central Time)

8:00–9:00

Log into WebEx classroom.

9:00–10:00

Thinking like a writer.

10:00–10:30

Orient your readers on page 1 with a deep issue.

10:30–10:45

Break

10:45–11:15

Develop the factual and legal basis of your analysis—while considering and dispelling the counterarguments.

11:15–11:30

Clinch your analysis at the end.

11:30–Noon

Work to establish a culture in which good writing can flourish.



Why a memo?

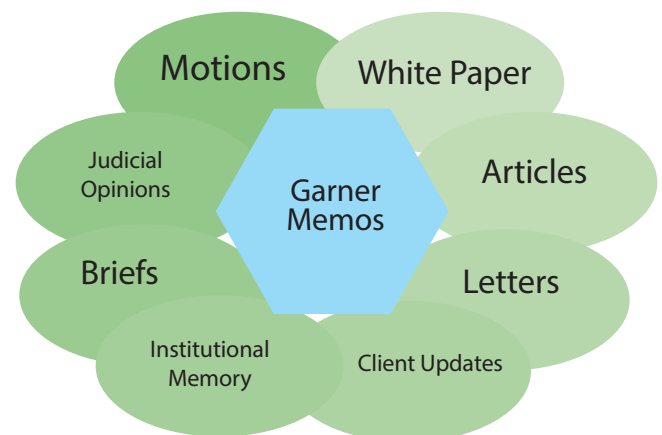
Professor Garner has developed this course to help firms capitalize on their associates' work. Some firms have been negotiating flat-fee rates on certain projects, and many clients have begun keeping closer tabs on work product and updates.

How to make the most of the valuable research coming out of law offices?

This course will teach you how to create a memo that will survive beyond the immediate circumstances. Learn how to create a memo that can:

- amount to 90% of a single-issue motion;
- become a fully fleshed-out section of a larger brief;
- support ensuing demand letters, opinion letters, and other correspondence;
- serve as the basis for a white paper;
- update clients in an appealing way;
- provide institutional memory in your briefing/memo banks;
- enrich articles for publication; and
- advance judicial consideration of issues.

It can all begin with investing time in the humble memo and saving time on what grows from it.



Policies & FAQs

Are there course materials?

Yes. The coursebook is included in the tuition. Coursebooks are mailed out seven working days before your scheduled seminar date via FedEx.

Does this seminar qualify for CLE in my state? How will I get credit?

It has already been approved for credits in Texas, New York, and California. Approval in several other states is pending. Please check with us for more information for your particular state.

If we don't have CLE credit available for your state, you can still apply to your Bar for credit. At the end of the seminar, you'll receive an e-mail with attachments:

- seminar description with time agenda;
- seminar brochure;
- Professor Garner's CV; and
- LawProse Certificate of Completion.

You can take these and use them to apply to your state Bar for credit.

Do I need to pay my tuition before the seminar date?

Yes. Because we're sending out hard copies of the coursebooks, we need to ensure that you will be attending the seminar. If your organization cannot pay before the seminar date, please contact our general counsel, Karolyne Cheng (kcheng@lawprose.org), to discuss options.

I just registered for the seminar. What happens now?

You'll receive a confirmation from our office with a detailed attachment of the seminar's information, including steps for logging into the seminar, CLE-credit information, seminar schedule, and other helpful guidance.

What do I need to participate in the seminar?

- A computer with an internet connection suitable for streaming video.
- Speakers so that you can hear the lecture.
- The coursebook, which you'll receive in the mail before the seminar.
- A pen or pencil.
- A writing surface.
- A notepad for your writing exercises.

Strongly Encouraged:

A couple of memos, motions, or briefs to look at when Professor Garner prompts you. You don't have any of these? What about an essay you've written? An article? Those might work as well.

LawProse Team's Suggestions:

- Highlighter.
- Sticky notes and tabs.
- Drinks and snacks.
- Your sense of humor.
- More snacks.

Is this going to be any fun?

Yes! Oh, we get it. It sounds awful—a half-day of legal writing. But don't be fooled by the topic. There's a reason that Professor Garner is the preeminent lecturer on legal writing. He's inspiring and practical at the same time. His tongue-in-cheek humor adds some sass to the topic, and he strongly encourages you to bring your own humor to your learning. Not only will you learn important how-tos for good writing and persuasive writing, but you'll feel more empowered to produce effective work every day.

Don't believe us? Check out what people say about their time with Professor Garner in the comments section on the website's Advanced Legal Writing & Editing page.

Still not convinced? Take a peek at David Foster Wallace's write-up on Professor Garner and American usage in *Consider the Lobster*. It's a playful review of the man himself as much as his book.

I need to cancel my registration. How can I do this? What is your refund policy?

Please contact us directly at info@lawprose.org for a refund based on these conditions:

Cancellations made more than 30 days before your original scheduled seminar date.	→	Tuition minus 15% of tuition (processing fee).
Cancellations made at least 15 business days before your original scheduled seminar date.	→	Tuition minus 50% of tuition.
Cancellations made 10 business days before your original scheduled seminar date.	→	No refund. No transfer to self-paced seminars.
I can't make my selected date. Can I move my tuition to a self-paced seminar?		
Yes. We'll be happy to help you start up your self-paced account and get you started on that path.		
To calculate your available credit:		
Transfers to self-paced seminars made more than 30 days before your original scheduled seminar date.	→	Tuition minus \$150 processing fee. The remaining tuition is applied to your self-paced seminar selections.
Transfers to self-paced seminars made more than 15 business days before your original scheduled seminar date.	→	Tuition minus 50% of tuition minus \$150 processing fee. The remaining tuition is applied to your self-paced seminar selections.

May I record the seminar?

No. This is a proprietary seminar. We ask that you follow a basic rule at LawProse: Don't lie and don't steal.

We like two other rules for ourselves: Say *please* and *thank you*, and keep everything nice and neat.