

Course Description for The LawProse Editing Method

Every skill—whether it’s playing a musical instrument or scoring points in a sports competition—can be improved by isolating the component subskills and mastering each one of them. Editing is no different. It is, after all, a complex series of mini-skills by which you react to a draft, spotting problems and fixing them.

How do you spot the *right* problems and fix them in the *right* way? That’s as difficult as meeting Jonathan Swift’s definition of “syle”: putting proper words in proper places. A good editor approaches a text with the strong suspicion that the writer *hasn’t* put the right words in the right places—and seeks to remedy all the defects.

At LawProse, we developed a step-by-step editing method that will prompt editors or self-editors to carry out edits that they might otherwise miss. These “new” types of edits then become part of your editorial repertoire. With a little practice using the LawProse Editing Method, you’ll find yourself executing previously unused techniques almost automatically. It’s a matter of conditioning yourself.

The techniques to be used differ depending on the document. If you’re editing someone else’s draft, you’re sure to need to make level-one edits during your first read-through. But if you’re engaged in self-editing and are therefore intimately familiar with the subject-matter, you may well start with level-three edits and then work through the first two levels. That’s a matter of how familiar you are with the writing when you begin editing.

And then there’s the question what type of document you’re editing. There’s one approach for analytical and persuasive writing (memos and briefs) and another for transactional and legislative writing (contracts and statutes). We’ll work through a motion and a contract to demonstrate the two approaches.

Seminar Specifications

Seminar Length	60 minutes (total video length)
License Window	30 days from date of license purchase.

Production Date	January 19, 2011; Full review: November 30, 2020
Seminar Format	Print out Course Material (PDF) Begin the seminar video.
Seminar Content Tree (seminar module)	<ul style="list-style-type: none"> • Directions • Course Material (PDF) • PowerPoint Presentation (PDF) • LawProse Editing Method Part 1 (video) • Quiz Break • LawProse Editing Method Part 2 (video) • Final Quiz • Code Word Entry
CLE State Approvals	<p>California: Please send your California Bar number, seminar-completion date, seminar name, and code word to info@lawprose.org to receive a California CLE Certificate from LawProse.</p> <p>Texas: Please send your Texas Bar number, seminar-completion date, seminar name, and code word to info@lawprose.org. LawProse will report your CLE credit directly to the Texas Bar.</p>

Questions

Please see our [Step-by-Step guide](#) on the Self-Paced Online Seminar page for help in (1) creating an account on our e-learning site, (2) registering for a self-paced online seminar, (3) registering additional viewers, (4) accessing the course materials and seminars, or (5) accessing completion certificates.

Multiple licenses—which one do you need?

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You'll need a primary license to access the seminar. You can buy the additional licenses for your colleagues in your account in a separate transaction. Each self-paced online seminar has its additional-viewer license tuition listed.

If you're watching in a seminar in multiple locations, each location needs a primary license (that covers one person there) and then additional-viewer licenses for everyone joining to watch *with* the primary-license holder in that location.

Have questions? Ask us: info@lawprose.org.

An important note from Bryan A. Garner

I'm excited to be a part of your legal-writing education, but before you start your program, we have a few legal bits to cover:

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Thank you for continuing the LawProse tradition of the rules we all learned in kindergarten: (1) say “please” and “thank you,” (2) everything nice and neat, and (3) be a good person and follow the Honor Code.

Best wishes,
Bryan A. Garner