

Standing Requirements

## SLO/Performance Indicator

### Paralegal Department Outcome Set

#### 1. Communicate Effectively

The graduate will communicate effectively through appropriate forms of legal writing.

Performance Indicator	Mapping
1.1 Draft legal documents relevant to the area of law.	Lakeland Learning Outcomes: 10, 11, 12, 12b, 9b
1.2 Use appropriate mechanics and style.	Lakeland Learning Outcomes: 10, 11, 12, 12b, 9b
1.3 Use appropriate legal terminology.	Lakeland Learning Outcomes: 12, 12b, 9b

#### 2. Use Information Effectively

The graduate will perform legal research.

Performance Indicator	Mapping
2.1 Formulate a search strategy.	Lakeland Learning Outcomes: 14
2.2 Execute a search using appropriate resources.	Lakeland Learning Outcomes: 14, 15a, 15b
2.3 Evaluate search results.	Lakeland Learning Outcomes: 16, 6b, 7
2.4 Analyze research findings to reach legal	Lakeland Learning Outcomes: 17, 4, 5, 6a, 6b, 7, 8a, 8b

conclusions.

### 3. Demonstrate Professionalism

The graduates will demonstrate professionalism in their roles as a paralegals.

Performance Indicator	Mapping
3.1 Understand ethical issues faced by a paralegal in the workplace.	Lakeland Learning Outcomes: 18a, 18b, 19, 4, 6a
3.2 Apply the rules of ethics and professional responsibility in the workplace.	Lakeland Learning Outcomes: 18a, 18b, 19, 21, 8a
3.3 Work effectively with colleagues and/or clients as part of a legal team.	Lakeland Learning Outcomes: 20a, 20b, 21

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