

Corporate Work Study Program

Long-Term Projects for Law and Justice

These projects are designed to keep you engaged and productive during downtime. They can be worked on at any time, even if your supervisor is busy or you have finished your daily tasks. Each project builds skills that are valuable in the legal industry.

1. Legal Research One-Pagers

Objective: Build familiarity with key legal topics or statutes.

Instructions:

- Select one legal topic per week (e.g., contract law basics, tenant rights, intellectual property).
- Research using Nolo, Cornell Law School's Legal Information Institute, or government websites.
- Include:
 - Definition of the topic
 - Common applications in real cases
 - Notable recent developments or cases
 - Any relevant statutes or regulations
- Format into a clean one-page document.

Deliverable: A binder or folder of easy-to-read legal topic summaries.

2. Mock Trial or Legal Memo Project

Objective: Practice legal reasoning and argumentation.

Instructions:

- Choose a fictional case (e.g., workplace harassment, breach of contract).
- Research basic background on relevant laws and procedures.
- Prepare a short legal memo or opening statement summarizing:

- Facts of the case
- Applicable law
- Your argument or position
- Optional: Stage a mini mock trial with colleagues or record your statement.

Deliverable: A written legal memo or recorded presentation.

3. Legal Software or Certification Project

Objective: Build skills in tools used by legal professionals.

Instructions:

- Ask your supervisor which tools are used in the office (e.g., Clio, Westlaw, Excel for case tracking).
- Search for free online training or tutorials.
- Dedicate time each week to completing modules and practicing skills.
- Keep notes of key tips and functions learned.

Deliverable: A certificate of completion or documented skill summary.