New Course Request

Check Appropriate Boxes: Undergraduate credit X Graduate credit X Professional credit X

Indiana University

School/Division: Informatics

Academic Subject Code: INFO

Course Number: 1470 (must be cleared with University Enrollment Services)

Instructor: Hook

Course Title: Litigation Support Systems and Courtroom Presentations


First time this course is to be offered (Semester/Year): Summer I 2008

Credit Hours: Fixed at 3 or Variable from to

Is this course to be graded S-F (only)? Yes No X

Is variable title approval being requested? Yes No X

Course description (not to exceed 50 words) for Bulletin publication:

Provide students with an opportunity to use specialized software that is available for organizing, managing, retrieving and presenting documents and evidence in a legal matter. Students will gain hands-on experience with software tools and learn what is effective and allowable from a technical, legal and ethical standpoint. Course is offered online.

Lecture Contact Hours: Fixed at 3 or Variable from to

Non-Lecture Contact Hours: Fixed at or Variable from to

Estimated enrollment: 25 of which 22% percent are expected to be graduate students.

Frequency of scheduling: annual Will this course be required for majors? no

Justification for new course: curriculum development

Are the necessary reading materials currently available in the appropriate library? yes

Please append a complete outline of the proposed course, and indicate instructor (if known), textbooks, and other materials.

If this course overlaps with existing courses, please explain with which courses it overlaps and whether this overlap is necessary, desirable, or unimportant. no overlap

A copy of every new course proposal must be submitted to departments, schools, or divisions in which there may be overlap of the new course with existing courses or areas of strong concern, with instructions that they send comments directly to the originating Curriculum Committee. Please append a list of departments, schools, or divisions thus consulted.

Submitted by:

[Signature] Date 3/4/08

Department Chairman/Division Director

Dean of Graduate School (when required)

Approved by:

[Signature] Date 3/14/08

Dean

Chancellor/Vice-President

University Enrollment Services

After School/Division approval, forward the last copy (without attachments) to University Enrollment Services for initial processing, and the remaining four copies and attachments to the Campus Chancellor or Vice-President.
I400/N485 Litigation Support Systems and Courtroom Presentations
(permanent course number will be I470)
Summer 2008

Course Information

Credit Hours: 3
Elective for undergraduate and graduate informatics and new media degrees and for other programs
Prerequisites: none

Faculty

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Description

I470 Litigation Support Systems and Courtroom Presentations will provide students with an opportunity to use some of the specialized software that is available for organizing, managing, retrieving and presenting documents and evidence in a legal matter. In addition to gaining hands-on experience with some of the major software tools that are available, students will also learn what is effective and allowable from a technical, legal and ethical standpoint. We are in a new era of trial preparation, where the number of documents even in a small legal matter may overwhelm the ability of the law firm to rely on paper processes. Likewise, audiences accustomed to receiving information via multimedia formats will no longer be effectively educated as to the issues in a case with courtroom presentations based on text or paper flip charts. Yet court rules and procedures clearly dictate how much visual evidence can be used and the extent to which this evidence can be altered or enhanced as part of the trial process.
There have been many requests for a course in legal informatics that would go beyond I350 Foundations in Legal Informatics, particularly with respect to specialized software for litigation and how to prepare effective presentations of evidence of the courtroom. The beauty of delivering the course online through OnCourse is that we have the flexibility to learn together and are not bound by what we can accomplish by meeting once a week for a set amount of time. Everything you need - each module and homework assignment - is delivered via OnCourse, primarily through the Syllabus tab. We have designed the course to be as simple as possible from a technology standpoint. However, this course does require you to have regular and reliable access to OnCourse and the Internet. I am always available to meet with students in person or by telephone.

Expectations/Guidelines/Policies

Assignments are due by the stated deadline, although you can certainly submit them earlier if you wish. If you need an extension, you must have prior approval via email and we reserve the right to deduct points for lateness. Assignments more than one week late will not be accepted without prior approval. Please note that all assignments except the Final Project are due on Fridays at 5:00 p.m. The Final Project will be due on Wednesday, June 18 at 5:00 p.m. There is no final examination for this course.

Work must be your own and it must be identified as such. Work of others, such as quotes used in a paper, must be properly identified and cited. Studying together either in person or via the Internet and email is encouraged; however, sharing significant amounts of work or presenting the work of others as one's own is not allowed. Please let me know if you have questions about the proper way to use quotations and citations.

Since we do not meet face-to-face, we will rely on you to pick up your homework assignments from Professor Hook in IT 475J once they are graded. We will mail graded assignments back to you if you wish - please provide your preferred U.S. or campus mailing address. According to campus policy, we are only required to keep your assignments one month after they are graded and we reserve the option to dispose of them after that time.

Regulations, policies, guidelines, requirements and updates are to be followed, including those of Indiana University, IUPUI and the School of Informatics. This includes those that are printed in the IUPUI Summer and Fall 2008 Class Schedule, the current IUPUI Campus Bulletin, posted or referenced in the course's web site on OnCourse, posted in a classroom, laboratory, office or other campus building or those presented or noted by faculty and staff members.

Course Management and Helpful Hints

There are no class meeting times per se for this course. Instead, online courses are conducted "asynchronously", which means that we will be sending and receiving email messages and participating in "virtual discussions" using the OnCourse Discussion Forum tool. If you look to the left on the OnCourse screen, you will find the link to
Forums. Once you click on this link, you will see that we have already set up a Discussion Forum for each module of the course. Please make an effort to participate in the Discussion Forums regularly - not only is this 20% of your grade, but it will also be a much more rewarding course if we all share our thoughts and expertise. This is a 3-credit hour course, so you can expect to be just as busy as you would be in a face-to-face format.

The course will be divided into weekly modules with specified learning objectives for each module. Each module will officially begin on Monday, although in many cases we will have the module content posted by the preceding Friday. Modules will officially end on Sundays, but once we have posted a module, it will be available throughout the semester in case you want to review. Because this is a summer semester course, there will be an extensive amount of reading every week, especially in the first week or two, but we think you will find the material interesting and practical.

Each week, for each module, there will be a reading assignment, designated by a book icon. Most of the reading assignments will be from the course textbooks, but we may upload or reference other materials as well.

As indicated above, for each module, there will also be a series of online discussion questions which will be conducted via the Discussion Forum, indicated by a computer icon.

Each weekly module will include a "Fireside Chat" to remind you about deadlines, explain concepts or alert you to new issues. You will simply click on the link and listen.

Each week, we will also provide a mini-lecture or outline of the topic of the module, designated by the microphone icon. Because this is a summer semester course, these materials will be lengthy.

For many of the modules, there may also be a PowerPoint lecture, guest speaker or online demonstration, which will be indicated by a little movie projector. You will simply click on the link and view the material as often as you like.
Finally, if you have questions, please do not hesitate to email one of us.

Textbooks


The textbooks may be supplemented with readings from business, law and technology journals, PowerPoint presentations and web sites. This material will be posted on OnCourse.

Grading Information

Quiz (from Modules 1-2) – due Friday, May 23, 2008 – 10% (20 points)

Homework Assignment #1 (from Module 3) – due Friday, May 23, 5:00 p.m. – 10% (20 points)

Homework Assignment #2 (from Module 5) – due Friday, June 13, 2008, 5:00 p.m. – 10% (20 points)

Final Project - 50% of your grade (100 points) - please see the link to Final Project on the left side of the screen under Table of Contents. Due Wednesday, June 18, 2008, 5:00 p.m.

Postings to weekly Discussion Forums - 20% (40 points)

Total 100% (200 points)

Course Schedule Detail

Module 1: Week of 5/5
Topic: Introduction to Litigation Support Systems and Courtroom Presentations
Reading Assignment: Chapters 1-4 in Maher and Chapters 1-2 in Reis

Module 2: Week of 5/12
Topic: Planning Your Case
Reading Assignment: Chapters 5-9 in Maher and Chapters 3-6 in Reis
Module 3: Week of 5/19  
Topic: Digital Darkroom and Specialized Litigation Software  
Reading Assignment: Chapters 7-10 in Reis  
Quiz: (from Modules 1-2), May 23, 2008

Module 4: Week of 5/26  
Topic: Preparing Court Exhibits and Supporting Materials  
Reading Assignment: Chapter 11-16 in Reis  
Homework Assignment #1 (from Module 3), due May 30, 2008, 5:00 p.m.

Module 5: Week of 6/2  
Topic: Image Enhancement  
Reading Assignment: Chapters 17-22 in Reis

Module 6: Week of 6/9  
Topic: Forensic Video  
Reading Assignment: Chapter 23 in Reis  
Homework Assignment #2 (from Module 5), due June 13, 2008, 5:00 p.m.

Module 7: Week of 6/16  
Topic: Special Techniques  
Reading Assignment: Chapter 24 in Reis

Final Project Due: Wednesday, June 18, 2008, at 5:00 p.m.