

LondonEx 2024
Syllabus and Orientation
Schedule
Professor Margaret Harding
and
Assistant Dean of International Programs Andrew Horsfall

I. Introduction

Welcome to the “LondonEx” Program!

We are excited to have you join us for a new experience working in London. We look forward to working with each of you as learn more about lawyering in a global world and more about yourself.

Below is an overview of important aspects of the LondonEx program. It outlines student learning outcomes, the orientation schedule, course expectations, and miscellaneous items.

Note: Nothing in these policies should be read to preclude a student from utilizing an approved educational accommodation.

This is the anticipated schedule; it is possible that we will make adjustments and changes to the schedule due to the availability of our speakers and site visits.

II. Student Learning Outcomes

At the end of this course, you should be able to:

- Utilize basic legal skills as are appropriate for your placement setting;
- Comprehend, interpret, and analyze the law related to your placement;
- Speak and write effectively about the law in a manner appropriate to the audience;
- Receive, evaluate, and incorporate professional feedback;
- Reflect upon your experience of the practice of law in an international setting;
- Effectively collaborate with professional colleagues;
- Reflect up and demonstrate an appreciation for the differences in the education and training of lawyers in England, and the impact of these differences on the practice of law and the justice systems;
- Better understand the role of lawyers in England, and the impact of culture on lawyering, professional environments, and legal results;
- Compare what you learn about law and lawyering in England with your knowledge and experience of law and lawyering in the US; and
- Appreciate the important roles lawyers play in society and recognize the impact of law

on people and institutions.

III. Overview of Course

As described below in more detail, the course involves: 1) your placement experiences with your mentors; 2) orientation; 3) weekly seminars; 4) structured learning activities, including site visits and other events in the greater London area; 5) weekly submission of journals and time sheets; and 6) final projects.

You will be spending no more than 50% of your time at your placement, with the remainder of your time on structured educational activities. These include all other components of the course identified above as well as time spent preparing for activities, producing reflective writings, recording best practices, completing time sheets, preparing your final presentation, and structured learning time at your placement (to be discussed during orientation).

Orientation will be from Monday, May 13, through Friday, May 17, pursuant to the schedule set forth below.

Placement activities will begin on Monday, May 20. Students are expected to communicate with their mentors in advance of this date to confirm an initial meeting to discuss expectations and initial work assignments.

Schedules for each week of the program following orientation, detailing seminars, and other events, will be provided during orientation and are subject to change. Generally, such programming will occur on Tuesday and Thursday evenings, from 5:30 p.m. to 8:00 p.m. (dinner will be provided) and most Fridays from 9:00 a.m. to 5:00 p.m.

IV. Course Expectations

A. Placements: You are expected to be at your placements during weekdays (Monday - Thursday) unless you and your mentor have coordinated a different arrangement. On days when your supervisor is not working in the office, you may use the shared co-working space at the SU London Centre.

B. Structured Learning Activities: You are expected to participate in all structured learning activities unless you have a conflict with placement-related activities or extenuating personal circumstances. There are several social activities with mentors and friends of the College of Law that you should plan to attend as well. You may want to note two of these: A Drinks Reception from 6:00 p.m. to 8:00 p.m. on May 22, and a Mentors' Dinner on June 20. More information as to each will be forthcoming.

C. Weekly Seminars: You are expected to be prepared for and to participate in weekly seminars. You will receive updates throughout the program concerning the weekly seminars.

D. Reflective Journal: A reflective journal shall be submitted every week beginning the

first week of your placement. The reflective journal should be of approximately 600 words. It should be submitted to Blackboard by noon every Saturday. You will see a tab called “Journals” on Blackboard, which provides information regarding the required reflective journal and which you should use for your journal submission.

E. Timesheets: A weekly timesheet submitted via Qualtrics that tracks the amount of time spent in your placement on billable time, learning time, and other time will be due when your journals are due (Saturdays at 12:00 p.m.). More details about timesheets and advice on tracking time will be provided and discussed during orientation.

F. Best Practices: Because experience is a powerful tool for learning skills, you are required to complete the Best Practices document found on Blackboard. That document will facilitate the conversion of your experiences into usable lessons that you can apply in your future practice. You will need to discuss six experiences from your placement, seminar or other learning activity, and identify the lessons or skills you derive from that experience. You will be asked to share one practice tip with your classmates on our last day of class. The Best Practices document should be completed and submitted by the last day of class through Blackboard.

G. Final Project: Each student will be expected to deliver a presentation to the class. Presentations should be succinct, engaging, and appropriate to the intended audience. More information will be provided during the program. Presentations are tentatively scheduled for June 28. You should plan to submit a one-page statement about your presentation topic as well as an informal outline in advance of the presentation. More information about the final project will be posted on Blackboard.

In addition, you will be asked to submit a self-assessment of your presentation, reflecting on, among other things, what you learned about the skill of presenting that you will use in future presentations and how well you achieved your goals for the presentation. Additional information about the self-assessment will be provided.

H. Class Preparation: Students are expected to attend each scheduled activity, seminar, or event and be prepared to discuss the assigned reading, where applicable.

I. Class Participation: You are required to participate and engage in each scheduled activity, seminar, and event scheduled during the program. Such engagement will facilitate and reinforce your learning. If you are unprepared to participate, you will be treated as absent. We also recognize that an unexpected event may come up that prevents you from being able to participate. Accordingly, we will excuse you without penalty from participating **once** during the summer if you notify one of use prior to class, the event, or activity.

J. Attendance: Regular and punctual attendance at placements and all academic programs is required as a condition of earning credit for this program. A student may not miss more than 15% of all scheduled structured learning activities and seminars, or placement hours. This rule applies regardless of the reason or excuse for your absence. An exception may be made for someone who experiences an unexpected crisis or disaster and who has not already used up his or her allotted number of absences frivolously. An exception may also be made for a required placement-related

scheduled activity. Please contact one of us to discuss any such situation. In addition, be on time for all seminars and structured learning activities. If you are habitually or excessively late, you will be deemed absent.

V. Course Announcements and Materials on Blackboard

All notices, schedules, supplemental materials and other information and documents for this class will be made available exclusively on Blackboard. You will be deemed to be on notice regarding anything we post on Blackboard. Accordingly, it is important for you to regularly check Blackboard. The Blackboard site that will be used is the one labeled: LondonEx Seminar. The time referenced in any assignment due by a specific time is London time (not EST).

VI. Assessment and Grading

The externship/placement course is 4 credits and is graded on a pass/fail basis, unless your home law school requires a letter grade. Your placement work will be assessed through the following:

- Informal formative assessment by your placement mentors on your legal work; and
- Summative assessment by your placement mentors at the end of the summer term.

The “seminar” portion of the course, which is 1 credit, includes all other learning events and opportunities, and is graded as follows: High Honors, Honors, Pass or Fail. The following will count for grading the seminar:

- Your reflective submissions, including your Statement of Goals (about 40%);
- Your attendance and participation in class and structured learning site discussions (about 15%);
- Completion of Best Practices document (about 15%); and
- Assessment of your final presentation and self-assessment (about 30%).

VII. Learning Environment:

The College of Law recognizes that our individual differences can deepen our understanding of one another and the world around us, rather than divide us. During all of our activities, you will be treated with respect, and individuals of all ages, backgrounds, beliefs, ethnicities, genders, gender identities, gender expressions, national origins, religious affiliations, sexual orientations, and abilities – and other visible and nonvisible differences – are welcome. We encourage you to share your experiences and perspectives with each other and expect all members of the class to contribute to a respectful, welcoming, and inclusive environment.

VIII. Learning Accommodations

Students with a disability who need an accommodation should contact Annette Jenner-Matthews (arjenner@syr.edu) as soon as possible to discuss your accommodation(s).

IX. Laptops and Electronic Devices

Laptops are permitted during the seminar and other structured learning activities **if they**

do not interfere with discussions. Phones should be placed in your bag or be otherwise inaccessible during these events. Professional courtesy requires that you turn off all electronic devices during LondonEx’s formal activities, activities at your placements unless necessary for that activity, and while visiting courts, historic sights, and people in the legal community.

X. Class Recording

You may not record class without prior permission from one of us.

XI. Religious Observance

SU religious observances policy recognizes the diversity of faiths represented among the campus community and protects the rights of students, faculty, and staff to observe religious holidays according to their tradition. Under the policy, students are provided an opportunity to make up any examination, study, or work requirements that may be missed due to are religious observance provided they notify their instructors before the end of the second week of classes. The religious observance policy may be found at: <https://policies.syr.edu/policies/university-governance-ethics-integrity-and-legal-compliance/religious-observances-policy/>.

XII. Contact Information

Professor Margaret Harding, mharding@syr.edu, 315-200-6780 (cell)
Assistant Dean Andrew Horsfall, ashorsfa@syr.edu, 315-559-9667 (cell)
LondonEx Co-Directors will be in Room SR206 at the SU London Centre

LONDONEX ORIENTATION SCHEDULE

*Unless otherwise indicated, all orientation and program activities will be held at the SU London Centre. OGS Room 201
Faraday House, 48 Old Gloucester St
Holborn, London WC1N 3AE
Phone: +44 020-7400-9310*

We expect and advise that you will arrive to London the weekend prior to orientation in order to allow time to settle into your flat, explore the city, and adjust to the time-change (London is 5 hours ahead of U.S. East Coast time). Students staying at the pre-arranged housing may arrive as early as Friday, May 10, at no extra cost. Please let the Co-Directors know when you have arrived in London.

Monday, May 13th

(casual attire, comfortable walking shoes)

9:30 - 10:00: Arrival and Check-in

SU London Center, Faraday Commons

- Get your Faraday House Access Card, Oyster Card and Laundry Card
- Have your photo taken

10:00 - 11:00: SU Centre Health and Safety Briefing

SU London Center, OGS201

SU London Centre staff will cover:

- Health, Safety, & Security information
- Housing reminders

11:00 - 11:15: Break

11:15 - 12:45: Introduction to London and Discussion: The UK in Context with Dr.

Bamo Nouri

SU London Center, OGS201

12:45 - 1:45: Lunch with the Co-Directors

SU London Center, Faraday Commons

2:00 - 4:00: Walking Tour of the Inns of Court

Meet outside entrance to Holborn Tube Station to begin a tour through 'legal London'. Bring an umbrella.

Readings: Please see Blackboard for the Reading Assignment for Tuesday.

Tuesday, May 14th

(casual attire)

9:00 - 10:15: LondonEx Course Overview

SU London Centre, Room OGS 201

Welcome and discussion of course syllabus, expectations, timesheets, orientation schedule, seminars, journals, final projects, and questions etc.

10:15 - 10:30: Break

10:30 - 11:15: Discussion of Supervision in Your Summer Externship

SU London Centre, Room OGS 201

11:15 - 12:45: Discussion of Professional Identify Formation, Goal Setting and Professionalism in Your Placements; Court Observation

SU London Centre, Room OGS 201

12:45 - 2:00: Lunch on Your Own

2:00 - 4:00: Introduction to British Criminal Law

SU London Centre, Room OGS 201

Interactive discussion and role play scenarios led by Greg Powell, Solicitor, who will provide students with an overview of criminal law in Great Britain.

4:00 - 4:30: Break

4:30 - 5:30: LondonEx Alumni Panel

SU London Centre, Room OGS 201

Readings: Please see Blackboard for the Reading Assignment for Wednesday.

Wednesday, May 15th

(business casual attire)

Morning: Court Observation

Students are expected to visit either the Royal Courts of Justice or the Old Bailey to engage in an observation of public hearings on that day. Please let your instructors know in advance which court you intend to observe. Information for each court is below:

Royal Courts of Justice (RCJ): The RCJ primarily deals with civil (noncriminal) litigation, including cases involving: (i) business, trade, and industry disputes such as intellectual property, professional negligence, and tax matters; (ii) personal disputes such as trusts, wills, and probate; (iii) financial or family disputes such as disputes between vendors, purchasers, landlords and tenants, mortgage actions, trespass, right of way, construction of a lease, and squatters; and (iv) asylum, libel, or deportation hearings.

Students should meet at the SU London Center at 8:45 am to leave bags/electronics, and check in with the LondonEx team. The RCJ (Strand, London WC2A 2LL) begins hearing cases at 9:30 am. Upon arrival to the RCJ, review the Daily Cause Lists and navigate to courtrooms. The court has airport-style security and students are encouraged to leave laptops and large electronics at the Centre before going to the court that morning. Students should disperse and may visit more than one courtroom. Be prepared to reflect on your experience and observations. Bring your ID.

Old Bailey: The Old Bailey, also known as the Central Criminal Court, is a criminal court in London, England that hears the most serious criminal cases in the country. Students should meet at the SU London Center at 8:45 am to leave bags/electronics, and check in with the LondonEx team. The Old Bailey (Old Bailey, London EC4M 7EH) prohibits entry of persons with phones, smart watches, tablets, laptops, and other electronic devices - leave all of this at the London Centre. Be prepared to reflect on your experience and observations. Bring your ID.

Leave your court observation with enough time to arrive to the Centre for a session starting promptly at 11:30.

11:30 - 12:30: Overview of the British Legal Education

SU London Centre, Room OGS 201

Chris Young, Solicitors' Regulatory Authority

Kian Goodsell, Bar Council

12:30 - 2:00: Lunch on Your Own

2:00 - 3:30: Introduction to International Legal Research

SU London Centre, Room OGS 201

Christine Demetros, S.U. Assistant Director for Student Learning, participating via Zoom.

3:30 - 4:30: Break

4:30 - 6:30: Overview of the British Legal System

SU London Centre, Room OGS 201

Judge Christopher Kinch HRH, Woolwich Crown Court

Readings: Please see Blackboard for the Reading Assignment for Thursday.

Thursday, May 16th

(business casual attire, comfortable walking shoes)

8:45 - 9:30: Overview of U.S. Legal Ethics

SU London Centre, Room OGS 201

Andrew Horsfall, Assistant Dean of International Programs

10:00 - 11:30: Tour of Middle Temple Inn

Middle Temple Lane

+442074274800 | <https://www.middletemple.org.uk/>

12:00 - 1:30: Lunch at Middle Temple Inn

Middle Temple Lane

2:00 - 4:30: Introduction to UK Legal Ethics and Discussion of Comparative Legal Ethics

SU London Centre, Room OGS 201

Facilitated learning exercises with Barrister and Professor Emeritus, Nigel Duncan, City College Law School. Professor Duncan will oversee two in-class group exercises and discussions covering practical matters of ethics. Bring your laptop.

Readings: Please see Blackboard for the reading assignments for Friday.

Friday, May 17th

(professional attire, comfortable walking shoes)

9:30: Arrive to British Parliament

Arrive to British Parliament's Cromwell Green Visitor's Entrance to allow time to pass through security.

Meet: Keith Best, MP

Best tube station is the Westminster Tube Station on the District/Circle lines.

2 St Margaret St, London SW1P 3JX, United Kingdom

10:00 - 1:00: Tour and Overview of British Parliament

With the help of former MP Keith Best students will tour Parliament and then meet with Parliament staff for a presentation on the governing bodies' functions and issues of the day.

1:00 - 5:00: Study Studio

This time is set aside for you to learn more about your placement, to work on your Statement of Goals, and to prepare for your reflective journal assignments. You should (i) research how to get to/from placement, what the organization/placement site does, what you can learn about your mentors; (ii) review the readings assigned about goal-setting, professional identity, and reflective lawyering; and (iii) work on your Statement of Goals assignment. See the Goal Setting assignment, posted to Blackboard under the Assignments tab, for more detailed information. Please submit your Statement of Goals by 5:00 p.m. on Sunday, May 19th.

LONDONEX WEEKLY SCHEDULE

*Unless otherwise indicated, all orientation and program activities will be held at the SU London Centre
Faraday House, 48 Old Gloucester St
Holborn, London WC1N 3AE
Phone: +44 020-7400-9310*

Week of May 20:

- Students should plan to work Monday through Thursday. Journals and timesheets are due by 12:00 p.m. Saturday.
- **Wednesday, May 22nd:** London Drinks Reception at Middle Temple Inn
5:30 - 7:30 p.m.
Middle Temple Lane, Prince's Room and Garden Terrace
Best tube station is Temple Tube Station on the District/Circle lines
- **Thursday, May 23rd:** See production of *Witness for the Prosecution*
London County Hall at 7:30. Meet outside theatre at 7 PM
Belvedere Road, SE1 7PB
+442037354200 | https://www.etcvenues.com/venues/county-hall?utm_source=local&utm_medium=organic&utm_campaign=gmb-countyhall
Best tube station is the Westminster Tube Station on the District/Circle lines.
(South Bank of Thames River between London Eye and Westminster Bridge)

Week of May 27:

- Students should plan to work Tuesday through Friday this week. Journals and timesheets are due by 1200:00 p.m. Saturday.
- **Monday, May 27th**
Bank Holiday. Placements closed.
- **Tuesday, May 28th:** Guest Lecture, Dan Wheatley, Multicultural London
5:30 - 6:00 p.m. Arrival and light dinner
6:00 - 8:00 p.m. Lecture
SU London Centre, OGS 201
- **Thursday, May 30st:** Catch up and Case rounds.
5:30 - 6:00 p.m. Arrival and light dinner
6:00 - 8:00 p.m. Discussion
SU London Centre, Room OGS 201

Week of June 3:

- Students should plan to work Monday through Thursday. Journals and timesheets are due by 12:00 p.m. Saturday. Review Blackboard for reading assignments for this week.
- **Tuesday, June 4th:** Guest Lecture | Paloma Garcia Guerra and Julia Calderon Carcedo
Arnold & Porter | International Arbitration Law and Practice
5:30 - 6:00 p.m. Arrival and light dinner
6:00 - 8:00 p.m. Lecture
SU London Centre, Room OGS 201
- **Thursday, June 6th:** Guest Lecture | Professor Rodney Austin | University College of London
British Constitutional Law and the U.K. Supreme Court
5:30 - 6:00 p.m. Arrival and light dinner
6:00 - 8:00 p.m. Lecture
SU London Centre, Room OGS 201

Friday, June 7th: Professional Attire; comfortable walking shoes

U.K. Supreme Court Tour

10:00 - 12:00

+442079601500 | <http://supremecourt.uk/>

Little George St, London SW1P 3BD, United Kingdom (in Parliament Square, Westminster directly across the House of Parliament)

Lunch on your own and make way from UK Supreme Court to Temple Church

Tour of Temple Church

2:00 - 2:45

Robin Griffith-Jones, Master of Temple Church will provide a tour covering the role of the church, the Knight's Templar, and the Magna Carta in the context of UK legal history.

Temple, London EC4Y 7BB (Nearest tube station of Temple on the District and Circle lines)

Week of June 10:

- Students should plan to work Monday through Thursday. Journals and timesheets are due by 12:00 p.m. Saturday. Final project topics and descriptions are due June 15 (submitted through the Assignments tab in Blackboard). Review Blackboard for reading assignments for this week.
- **Tuesday, June 11th:** Guest Lecture | Deborah Lancaster '86 L'89, Director of Legal at BNP Paribas
5:30 - 6:00 p.m. Arrival and light dinner
6:00 - 8:00 p.m. Lecture

SU London Centre, Room OGS 201

- **Thursday, June 13th:** Guest Lecture | James Bergeron L'90 MAX'90, Political Advisor to NATO Allied Military Command
5:30 - 6:00 p.m. Arrival and light dinner
6:00 - 8:00 p.m. Lecture
SU London Centre, Room OGS 201
- **Friday, June 14th:** Speaker Series on International Law
SU London Centre Room OGS 201
9:00 - 9:30: Light breakfast items provided in Student Commons
9:30 - 10:45: Edward Platts, AIRE Centre, Trainee Solicitor
11:00 - 12:15: Nuala Mole, AIRE Centre Founder and human rights lawyer
12:15 - 1:30: Lunch provided in the Student Commons
1:30 - 2:30: The British Election in Context, Dr. Becca Farnum

Week of June 17:

- Students should plan to work Monday through Thursday. Journals and timesheets are due by 12:00 p.m. Saturday. Outlines of final projects are due by June 22 (submitted through the Assignments tab in Blackboard).
- **Tuesday, June 18th** London Legal Walk ([website](#))
For 20 years the London Legal Walk has been bringing together the legal community to support free legal advice services on the frontline. As the cost of living rises, the need for free legal help with debt, benefits, housing, asylum and domestic violence is now greater than ever.

We will be joining the AIRE Centre's London Legal Walk Team (more details to come), but your placement site may also be participating. All students are *encouraged* to participate in the walk and are *expected* to attend the 'Street Party' on Carey Street after the walk.

- **Thursday, June 20th:** Mentor's Dinner
6:30 p.m.
Cote Brassier St. Paul's
26 Ludgate Hill
- **Friday, June 21st:** Negotiation Skills Lecture and Simulations with Professor Harding
Details posted on Blackboard
SU London Centre, Room OGS
9:00 a.m. - 5:00 p.m.
12:00 - 1:00: Lunch on your own

Week of June 24 (Final week):

- Students should plan to work Monday through Thursday. Timesheets are due by 12:00 p.m. Saturday. See Blackboard for details for the Practice your Pitch assignment.
- **Tuesday, June 25th:** Placement Reflections, Program Feedback, and Practice Your Pitch
 5:30 - 6:00 p.m. Arrival and light dinner
 6:00 - 8:00 p.m. Discussion
 SU London Centre, OGS 201
- **Wednesday, June 26th:** Practice Your Pitch (continued)
 5:30 - 7:00: Assistant Dean Horsfall will lead an interactive discussion with students on their pitch that captures their experience in the LondonEx program.
Dinner Not Provided as this is meant to be a shorter session with students
 SU London Centre, OGS 201
- **Friday, June 28th:** Final Presentations
 9:00 - 12:00: Final presentations.
 Room OGS 201
 See schedule posted under Information tab in Blackboard

 12:00 - 1:00: Farewell lunch and wrap up.
 SU London Centre (Student Commons)