

**Course Objectives/Course Outline**  
**Spokane Community College**

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**Course Title:** Supervised Legal Work Experience

**Prefix and Course Number:** LA 245

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**Course Learning Outcomes:**

**By the end of this course, a student should be able to:**

- Apply knowledge learned in the classroom to a work environment
- Demonstrate professionalism in the work environment

**Course Outline:**

- I. Clinical experience may include:
  - A. Appropriate professional use of communication skills
  - B. Appropriate professional use of human relationship skills
  - C. Office Technology
    1. Telephone
    2. Computer
  - D. Law office docket control system
  - E. Perform conflicts of interest check
  - F. Produce professionally acceptable pleadings
  - G. Utilize Skills:
    1. Problem-solving
    2. Time management
    3. Prioritization
    4. Workload