

J. Sargeant Reynolds Community College
COURSE CONTENT SUMMARY

COURSE PREFIX NUMBER: LGL 200

CREDITS: 1

COURSE TITLE: Ethics for the Legal Assistant

PREREQUISITES: None

COURSE DESCRIPTION: Examines general principles of ethical conduct applicable to legal assistants. Includes the application of rules of ethics to the practicing legal assistant. Lecture one hour per week.

General course purpose: To familiarize the students with the Rules of Professional Conduct and their application to the paralegal.

Major topics to be covered:

- a. Integrity and competence
- b. Available legal services
- c. Unauthorized practice
- d. Preserving confidences and secrets
- e. Representing adverse interests
- f. Competence and professional negligence
- g. Zealous representation within the bounds of the law
- h. Work to improve the legal system
- i. Avoid the appearance of impropriety

COURSE OBJECTIVES:

Upon successful completion of the course, the student will be able to:

- a. Understand the Virginia Rules of Professional Conduct.
- b. Identify ethical conduct in a given situation.

Effective Date of Course Content Summary: Revised February, 2009