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**Paper outline assignment instructions and template**

By John Bandler

Revised 8/15/2022

* You may download and save this document to your computer.
* You already submitted a paper topic assignment, and that could be your template to build out this assignment.
* Or, you may use this document as a template to build your assignment.
* Please follow the instructions and then remove instructions prior to submitting.
* Give your submission document a good filename.
e.g., STUDENTNAME PaperOutlineAssign 2022-xx-xx

**Instructions:**

* You have already submitted a proposed title, summary, and initial references.
* You reviewed my feedback and then continued your research and refinement.
* Refine your title and summary for clarity and as your research and thinking progresses. Your summary paragraph could be an introductory paragraph in your paper.
* Add to your references as you continue your research.
* Now you will also outline your paper.
* An outline includes
	+ Introduction
	+ A number of points (early points should state what the law is)
	+ Conclusion
* As always, put in effort and the learning is in the process.
* The final paper will not be long, so don’t try to cover too much.
	+ Undergraduate and graduate: Max 2,000 words (about 8 pages) not including references.
	+ Law school: Max 3,000 words not including references.
* Consult my resources including
* How to Write a Paper, [https://johnbandler.com/how-to-write-paper/ (Links to an external site.)](https://johnbandler.com/how-to-write-paper/)
* Paper submission checklist, <https://johnbandler.com/paper-submission-checklist/>
* A guide to citations and references, [https://johnbandler.com/guide-citations-references/](https://johnbandler.com/guide-citations-references/%C2%A0)
* Helpful Legal Resources and Links, <https://johnbandler.com/helpful-legal-links/>

**Submit a document (DOCX or PDF)**

Give your document a good filename

e.g., STUDENTNAME PaperOutlineAssign 2022-xx-xx)

Information as listed in the below template

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Delete the instructions and explanations prior to submitting.

Confused, questions, or suggestions? Ask in class, email me prior, or include in #5 with your submission.

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**Paper outline assignment**

[YOUR NAME HERE]

[TODAY’S DATE HERE MONTH DAY, 2022]

COURSE NUMBER HERE

**1. Proposed title**

Improved from your prior submission

A wonderful, crisp title that informs the reader about what the paper is about.

Communicate clearly. choose clarity over being overly clever or cute

**2. A single paragraph summarizing your paper**

Improved from your prior submission

A paragraph of no more than 250 words that is crisp, well proofread and edited, and gives more information to the reader about what the paper is about

200-250 words.

This could eventually be turned into one of your introductory paragraphs.

Introduce and summarize your paper and what it will cover.

(Do not introduce or summarize broad concepts, such as the Internet, cybercrime, etc.)

**3. An outline**

An outline starts with an introduction, then proceeds with various points/sections, then ends with a conclusion. Cover the law early in the paper (after the introduction).

1. Introduction (see e.g. summary paragraph. Introduce your paper (but don’t introduce general concepts like the Internet or cybercrime)

2. First point about what the law is. State it, cite it.

3. Second point about what the law is.

x. Other points about what the law is (if needed)

x. First point analyzing an issue about the law(s)

x. Second point analyzing an issue about the law(s)

x. Other points as needed

x. Conclusion (Don’t break new ground or make new points, conclude your paper)

**4. A list of references you have reviewed thus far**

Your substantial research, which has progressed considerably from your prior submission.

Include enough information so I can find the reference you are citing. Title, author, page, link, etc.

Do not worry about citation format.

Read what you list

List anything relevant that is on the syllabus, or on my website.

List relevant laws or regulations, or cases (your paper is about law so you need to identify them).

Again, your research starting points are the coursebook (with chapters or pages cited), any of my articles that are relevant, and laws, regulations, or cases you will discuss.

After covering these starting points, you can expand further.

You are looking for reliable and credible references.

For example:

Bandler, Merzon, Cybercrime Investigations, Ch X, Y, Z, and p 123

Bandler, Cybersecurity Laws and Regulations Part 1, <https://johnbandler.com/cybersecurity-laws-and-regulations-1/>

Law #1 citation and link

If John wrote on it, find it, read it, and cite it. That’s your starting point.

More relevant references

**5. Any comments or questions for me**

[Feel free to ask a question or explain anything you are wrestling with, or just say Hi or nothing at all]