

The major changes in the new edition of *A Lawyer Writes* are as follows:

Short summary: Chapters 3, 4, 5, 18 and 19 have been completely revamped. All remaining chapters have been updated. An annotated complex memo sample has been added.

To give you a fuller overview:

Chapter 3 on *Reading Comprehension* also includes new techniques on reading efficiently and effectively, and has been broken down into expanded sub-chapters on reading statutes and judicial opinions.

Chapter 4 on *Finding Your Argument* has been reorganized and now includes more information and graphics concerning diagramming the governing rules.

Chapter 5 on *Organizing Your Legal Authority* has been revamped to further break down the steps in organizing legal information, i.e., organizing research by case charts or case notes; organizing factor and elemental analyses using charts, outlines and mindmaps, and preparing to write from outlines and mindmaps. The chapter also provides useful graphics on mindmaps.

Chapter 18 on *Email* has been revamped to reflect technological advances in the use of professional emails. It now provides advice and examples for many of the different types of professional emails that a lawyer may send ranging from emails regarding administrative matters to emails documenting difficult conversations to emails that communicate a legal analysis. In addition, this chapter now sets forth techniques for crafting professional emails that set forth a legal analysis.

Chapter 19 on *The Transition from Objective to Persuasive Writing* has been completely revamped to provide a step-by-step guide to converting an objective memorandum into a persuasive brief.

In the appendix, an annotated complex memo sample has been added that highlights a "sliding scale" factor analysis that will be helpful to professors and students as the first-year progresses.

Obviously, there are many more changes, but these are the primary changes. If you have any specific questions, please don't hesitate to get in touch with us at CAP ([linda@cap-press.com](mailto:linda@cap-press.com)), or with one of the authors.