

Pre-Orientation Checklist for the Class of 2019

	TO DO	DETAILS	DUE DATE	QUESTIONS?
☐	Complete the Law School Orientation Survey	Please complete the survey here to select your T-shirt size.	By Thursday, July 28, 2016	Ryan Jones
☐	RSVP to Welcome Reception	Please RSVP here to the Welcome Reception at the Belz Museum of Asian & Judaic Art.	By Thursday, July 28, 2016	Ida Bounds
☐	Complete the Student Publicity Release Form	Complete the Student Publicity Release Form here .	By Thursday, August 4, 2016	Ryan Jones
☐	Purchase Your Books	Purchase your books from the Law School bookstore. The book list will be available by Wednesday, July 27, 2016, and you can buy books after that. Check the Orientation website for the 1L book list. The bookstore is open from 8:00 a.m. – 4:00 p.m. The University of Memphis offers a program for those students who want to use their financial aid (loan) excess money to buy books before federal aid is officially released. The program is called BAPP (Bookstore Advance Payment Plan). Note you have to complete a Title IV authorization form to be approved for BAPP. Note: Since most 1L books are used both semesters, you save no money by renting books; you should buy them.	By Thursday, August 4, 2016	Cheryl Edwards
☐	Look for your first <i>On Legal Grounds</i> postings	<i>On Legal Grounds</i> is the law school's blog for all announcements and official law school business. We will subscribe your Memphis email address to receive automatic daily email summaries from On Legal Grounds. You can also access On Legal Grounds via the link on the law school home page or here .	By Thursday, August 4, 2016	Brigitte Boyd

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☐	Register for Westlaw/TWEN & Lexis-Nexis/Blackboard	<u>Westlaw/TWEN</u> - Westlaw is an online legal research platform you will use throughout your time in law school. - TWEN is an online course platform used in some first-year classes. TWEN is owned by Westlaw, so you will use the same login information for TWEN and Westlaw. - You <u>must</u> register for Westlaw/TWEN. <u>Lexis-Nexis/Blackboard</u> - Lexis-Nexis is another online research platform you will use throughout your time in law school. - Blackboard is an online course platform used in some first-year classes. Blackboard is owned by Lexis-Nexis, so you will use the same login information for Blackboard and Lexis-Nexis. <u>Registration Instructions</u> - After July 27, 2016, please e-mail Linda Hayes to request the University of Memphis activation codes for Westlaw/TWEN and for Lexis-Nexis/Blackboard. - Instructions for registering for Westlaw/TWEN are here. - Instructions for registering for Lexis-Nexis/Blackboard are available here.	By Thursday, August 4, 2016	Linda Hayes
☐	Register for the Legal Methods TWEN Course 2016 – 2017	After you register for TWEN, you <u>must</u> register for the following TWEN course: LEGAL METHODS – Wilson (Full Year 2016-2017). Instructions for registering for this course are included in the Westlaw/TWEN registration instructions available here. Please note that Legal Methods has both a Lecture component and a Small Section component. Lecture meetings are scheduled for Mondays. Small Section meetings are scheduled later in the week. Although the Small Section schedule is not yet available, please note that most Small Sections meet once a week in the evening for two consecutive hours. Each student will be assigned to a specific Small Section. The Small Section assignments and the Small Section schedule will be posted on the Legal Methods TWEN Course no later than Thursday, August 4. Students are assigned to specific sections in an effort to create Small Sections that are representative of the entire class across several factors. Accordingly, as a matter of course policy, students may not choose their preferred Small Section assignment.	By Thursday, August 4, 2016	Jodi Wilson

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☐	Prepare Required Homework for your First Legal Methods Classes	Your first Legal Methods classes are Monday, August 8, and Tuesday, August 9. You must complete your Legal Methods assignments before class. The Legal Methods syllabus and other materials needed for the first assignments are available via the Legal Methods TWEN Course.	Before class on Monday, August 8, 2016	Jodi Wilson
☐	Read the Academic Regulations	You must thoroughly read the Academic Regulations before Monday, August 8, 2016. You will be asked to sign a document on August 8, 2016 stating that you have read and understand the Academic Regulations. Pay particular attention to the Honor Code (Rule 21). Please note that the Academic Regulations are currently being updated for the upcoming academic year (2016 – 2017). They will be available here after <u>August 2, 2016</u>. Please be sure to read the 2016 – 2017 regulations.	Before Orientation on Monday, August 8, 2016	Steve Mulroy
☐	Complete Project Implicit Assessment	Please visit <u>Project Implicit</u> and complete at least one assessment. Project Implicit is a non-profit organization and international collaboration between researchers interested in implicit social cognition – feelings or thoughts outside of conscious awareness and control. You will have the opportunity to assess your conscious and unconscious preferences as it relates to various populations. Each assessment takes 10 -15 minutes to complete. Results from your participation are anonymous and are <u>not</u> provided to the law school. Please complete your assessment prior to Orientation. <u>Steps:</u> 1. Visit Project Implicit 2. Select an IAT You may choose to take any one or more of the following tests: • Asian IAT • Disability IAT • Race IAT • Age IAT • Gender-Career IAT • Weapons IAT • Skin Tone IAT • Sexuality IAT • Arab-Muslim IAT • Religion IAT • Native IAT	Before Orientation on Monday, August 8, 2016	Jacqueline O'Bryant

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☐	Sign & Return the University's Financial Responsibility Statement	Please print and bring a completed and signed copy of the University of Memphis's Financial Responsibility Statement to the "Navigating the First Year of Law School" Orientation on Monday, August 8, 2016. The form is mandatory. If we do not receive your form, you will be dropped from your classes, and you will not be permitted to start school.	Before Orientation on Monday, August 8, 2016	Jamie Johnson
☐	Register for the Academic Success TWEN Course	After you register for TWEN, please register for the following TWEN course: Academic Success Class 2016-2017. Follow the same process to register that you followed for the Legal Methods TWEN Course.	Before Orientation on Monday, August 8, 2016	Brigitte Boyd
☐	Get your Parking Permit	The Law School does not provide any on-campus parking for law students. Students <u>may not</u> park in the University-designated faculty/staff parking areas on Court Avenue or next to the Law School building or behind the building. Student parking for the Law School is available at all downtown parking garages and public parking venues. The University has negotiated reduced parking rates for law students at nearby garages listed here. Of course, you may choose to seek other options for parking. A good place to start is www.downtownmemphis.com. Click on the parking map link.	Before Orientation on Monday, August 8, 2016	Contact individual garages for any questions.
☐	RSVP to SBA Social Event	RSVP here to the SBA Social Event on Friday, August 12, 2016.	By Monday, August 8, 2016	Sydney Trujillo
☐	Get your University ID	During lunch on Tuesday, August 9, 2016, we will issue University IDs to all students. You will need a government-issued ID, such as a driver's license or passport. Students are encouraged to get IDs made on the main University of Memphis Campus before Orientation. Friday, August 5, the Friday before Orientation would be an excellent day to do this to avoid long lines! To have your ID made, go the Campus Card Office (now part of the Bursar's office) in 115 Wilder Tower on the main campus. The office is open from 8:00 a.m. - 4:30 p.m., Monday through Friday. Students must be registered for class and have a form of photo ID to have IDs made early.	Before Orientation or during lunch on August 9, 2016	Brigitte Boyd

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☐	Review Lawyering Fundamentals Welcome Letter & Syllabus	Review the Lawyering Fundamentals Website, Syllabus, and Welcome Letter and complete all included assignments. Assignments will take approximately five hours to complete. You should start working on these assignments prior to Orientation. Note that we anticipate that the Welcome Letter, Syllabus, and other course materials will be available to review by August 1, 2016.	Before first class on Wednesday, August 10, 2016	Meredith Aden
☐	Bring Your Laptop	You will need to use your laptop in the workshops on Friday, August 12, 2016, so please bring them to school.	By Friday, August 12, 2016	Brigitte Boyd
☐	Consider Getting a Locker	Lockers are optional, and the cost is \$10/year. Instructions are here. Lockers will be available for rental beginning on Wednesday, August 10, 2016.	Optional, Beginning Wednesday, August 10, 2016	Brigitte Boyd
☐	Sign up For ERefunds	Students who choose to receive excess loan money (i.e., money left after tuition and fees) by direct deposit will receive their funds before students who choose to receive their excess loan money by hard copy check. If you want to receive your excess loan money by direct deposit, you need to sign up for E-Refunds. To sign up • Log into your My Memphis account. • Click the Account tab. • In the “Bursar - Fees, Payments, Disbursements & Refunds” box, click on “Sign up for E-Refunds (Direct Deposit).” You will be redirected to TigerXpress (U of M's online billing site). • Click the E-Refunds tab at the top. • Enter your bank account information. (You’ll need a check with the routing number and account number for the account you want to use).	Optional	Brigitte Boyd