



The University of Prizren“Ukshin Hoti” – Faculty of Law

SYLLABUS						
Level of studies	Bachelor	Study program	Law	Academic year	2018/19	
Course		Methodology of Legal Writing				
Year	II	Course type	Elective	Code	ECTS credits	4
Semester	III				Lectures	Exercise
Teaching weeks	15		Teaching hour		3	
Teaching methodology	<p>The lecture methodology will be oriented towards creating opportunities for students to master and gain knowledge of international organizations. The teaching methodology in this course consists of several methods and their combination, such as:</p> <ul style="list-style-type: none"> • Lectures; • Exercises; • Presentations by students; • Workshops. 					
Office hour	Please see schedule					
Lecturer	Dr. Sc. Mentor Lecaj			e-mail	mentorlecaj@gmail.com	

Aim of the course	Student benefits
<p>The main purpose of the course is to provide students with basic knowledge about the methods of drafting the general and special law acts as well as examining and analyzing cases from practice.</p>	<p>The main expectations of students after the end of this semester are:</p> <p>Students will demonstrate their practical skills by proving the drafting of general and special legal acts, discussion of cases and legal texts.</p>

Methodology for the realization of learning topics:
Lectures, exercises, interactive approaches, consultations.
Conditions for realization of the subject:
Adequate literature, use of IT tools.

Measuring student achievement (in %)			
<p>The exam is considered successful if the student reaches 51% of the possible points (100).</p> <p>Every student must undergo the exam!</p> <p>Participation and engagement in learning will be valued at 10% of the possible points (100).</p>	Evaluation in %	Final grade	
	95-100	Extraordinary achievement (10)	
	81-95	Excellent (9)	
	71-80	Very well (8)	
	61-70	Good (7)	
	51-60	Satisfactory (6)	
Student obligations:			
Lectures:		Exercise hours:	
To be present and interactively discuss the topics discussed.		To be present and interactively discuss the examples outlined.	
Student load for the subject			
Activity	Hours	Day/Week	Overall:
Lectures	2	Tuesday-15 weeks	30 hours
Exercises	1	15	15 hours
Practical work			
Consulting with the lecturer	0,5	15 weeks	7.5 hours
Field exercises			
Seminars	0.5	15 weeks	7.5
Assignments			
Self-study time	3	15 weeks	30
Preparations for the exam	3	15 weeks	30
Time spent in assessments (tests, quizzes and the final exam)			
Projects, presentations etc.			5
		Overall work load:	130

Week	Lectures	L Hours	Exercises	E hours
1.	<ul style="list-style-type: none"> Introduction of the course 	2	Topic:	
2.	<i>General knowledge of the legislative process</i>	2	Practical examples from the topics of lectures.	1
3.	Legislation drafting techniques	2	Practical examples from the topics of lectures.	1

4.	Interpretation of constitutional and legal norms, discussion with students	2	Practical examples from the topics of lectures.	1
5.	Drafting legal norms - classroom assignments	2	Practical examples from the topics of lectures.	1
6.	Intermediate Evaluation -Debate.	2	Practical examples from the topics of lectures.	1
7.	Drafting the request	2	Practical examples from the topics of lectures.	1
8.	Drafting the record	2		1
9.	Drafting the contract	2	Practical examples from the topics of lectures.	1
10.	Drafting the decision	2	Practical examples from the topics of lectures.	1
11.	Drafting the indictment	2	Practical examples from the topics of lectures.	1
12.	Drafting of the verdict	2	Practical examples from the topics of lectures.	1

13.	Drafting the complaint 	2	Practical examples from the topics of lectures.	1
14.	2nd Evaluation 	2	Practical examples from the topics of lectures.	1
15.	Discussion and debates about the subject, practices, tips and recommendations for the final exam and holding of the second colloquium.	2	<i>Discussing the second test and the final exam.</i>	1

Course literature:

- Dr.sc. Osman Ismaili: Fillet e së drejtës, Prishtinë, 2011
 - Dr. R. Lukiç: Metodologjia e së drejtës, Bg. 1995 (do të jetë për pak kohë në gjuhën shqipe _përkthim nga Dr.sc.O.Ismaili),
 - Dr. Mit' hat Shamiq: Si shkruhet vepra shkencore (përkthim në gjuhën shqipe) Shkup, 2008,
- Doracakë mbi drafitimin e akteve ligjore*

Additional literature:

- Kushtetuta e Republikës së Kosovës, 2008*
Rregullorja e punës së Kuvendit të Republikës së Kosovës
Rregullorhja e punës së Qeverisë së Republikës së Kosovës
Doracakë mbi drafitimin e akteve ligjore

- Students are encouraged to use other literature from the internet as well.

Note to the student:

Students must abide by the rules of professional academic ethics such as keeping silence in learning, removing mobile phones, entering the room in time, etc. Any opposition to these rules will be sanctioned strictly. Plagiarism and similar fraudulent phenomena will be punished according to the rules in force. The student should be interactive in the exercises and reflect the readiness and knowledge of initiatives, ideas and demonstrations of the knowledge acquired in the lectures and use all the opportunities for learning the knowledge.

Communication with students will be done mainly through e-mails and advertisements at the University premises as well as personally during the official consultation hours.

Prizren