

First Day Assignments/Welcome Email

Hello and Welcome to The Veterans Clinic,

Your first day of class is fast approaching. The Clinic class will meet in person every Wednesday from 8:00 a.m. – 9:40 a.m. beginning on August 25 in Room 109. Over the next 14 weeks you will be immersed in veterans law and working on our clients' cases. The clinic experience is unlike any other in law school; it is designed to teach you the practice of law by engaging in it. You will get the most out of the clinic by completing all assignments ahead of time, actively participating in each assignment, and regularly communicating about your cases with your supervising attorney, clinic staff, and fellow clinic students. The work you do on our clients' cases can be extraordinarily rewarding but it will not be without a significant effort on your part.

Before your first day of class in The Veterans Clinic, you are required to:

1. Read through all sections of the Syllabus and Student Guide attached to this email.
2. Read the Table of Contents to the Veterans Benefits Manual on Lexis Nexis. (If you have trouble finding or accessing, please see Cindy Shearrer in the Library.)
3. Follow the instructions in the Box/Teams section of the Student Guide.
4. Follow the instructions in the Clio section of the Student Guide.
5. Read the Missouri Rules of Professional Responsibility in their entirety.

Please note that the “Getting Started” section of the Student Guide repeats the information above regarding tasks you must accomplish before the first class. It may also be helpful to you to watch the NLSVCC Boot Camp seminar: <https://nlsvcc.org/boot-camp/>. The videos and presentations provide a good background to working veterans claims; you will be at an advantage in class and while working on your clients' cases if you watch these videos. This Boot Camp will be presented again, via live stream, in September. You are **not** required to watch these videos before the first day of class. We mention Boot Camp now as a resource for you, one which will be available throughout the semester.

As soon as we run conflicts checks, we will send each of you an invitation to our online files. We currently use Box to store all our materials and you will need to use the cloud based system to obtain virtually all of the information you need to work on your cases. That being said, the University has informed us that we will be switching from Box to Teams for our cloud storage. This switch is scheduled to happen sometime in the very near future. We do not have an exact date, but as soon as we know more information, we will let you know what to do.

In the meantime, familiarize yourself with Box. As soon as you receive an invitation, start by going to the “Classroom” folder, then “Fall 2021 Veterans Clinic Class Materials.” You will find class modules for this semester, and the Veterans Clinic Student Guide and the Class Syllabus. You will also be invited to your individual student folder, where you will see your Opening Memo from your Supervising Attorney. This is the folder where you will place your weekly memos in the future.

Your client assignments will be placed in your student folder by your supervising attorney no later **than close of business on Monday, August 23, 2020**. Again, once conflicts checks have

been run, if necessary, you will be invited to your client folders. Please look through your client folders before class, as we are limited in the amount of time we have to show you how to navigate these files during the first class period. You should only generally familiarize yourself with your client files. They may be very large. Do not become overwhelmed. We will help you navigate within the file as necessary to complete your tasks.

There will be a quiz on the first day of class regarding the Syllabus and the Student Guide. Thereafter, there will be weekly quizzes on the substantive lectures.

We are excited to have the opportunity to teach you about the practice of law. It is our sincere hope that your clinical experience helps you develop into the lawyer you want to be.

Best,

Professors Drake and Rives