

**Course Evaluation Measures**

**Course number: PLG 175**

**Course title: Estate Administration and Probate**

**Campus location(s): Dover, Georgetown**

**Effective semester: 202251**

**Core Course Performance Objectives**

1. Use basic legal terminology of wills and trusts. (CCC 1; PGC 4)

2. Explain the functions of wills and trusts. (CCC 1; PGC 5)

3. Prepare the basic instruments in the fields of estate and probate law. (CCC 1, 2; PGC 2)

4. Explain the paralegal’s functions and those of the attorney in the field of estate and probate law. (CCC 1; PGC 1, 5)

5. Identify the authorized limits of the paralegal’s practice in the field of estate and probate law. (CCC 4; PGC 1, 3)

**Summative Evaluations**

*Please note: All courses must have a* ***minimum******of four*** *summative evaluation measures, and those measures should include a variety of evaluation methods (e.g., test, oral presentation, group project).* ***Please list all summative evaluation measures.*** *In addition to these summative measures, a variety of formative exercises/quizzes/other assignments should be used to guide instruction and learning* *but do not need to be included on this template.*

*For each measure, please include a scope of the assignment: for example, if requiring a research paper, include the range of required number of words and number and types of sources; for a test, include the types and number of questions; for a presentation, include the minimum and maximum time, and so on.*

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| **Evaluation Measures:** Include each agreed upon measure and scope of that measure (see above). | **Which CCPO(s) does this evaluation measure?** |
| Tests – (4) Tests after each chapter/unit to consist of True/False, Matching, Fill in the Blank, and Essay Questions | **1,2,3,4,5** |
| Drafting Assignment #1 – Students will draft a will based on a fact pattern given by the instructor. The document must comply with laws of the State of Delaware. | **1,2,3,4,5** |
| Drafting Assignment #2 – Students will draft a trust based on a fact pattern given by the instructor. The document must comply with the laws of the State of Delaware. | **1,2,3,4,5** |
| Final Exam – Final to consists of True/False, Matching, Fill in the Blank, and Essay Questions. | **1,2,3,4,5** |

**FINAL COURSE GRADE**

(Calculated using the following weighted average)

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| **Evaluation Measure** | **Percentage of final grade** |
| Summative: Tests (4) (equally weighted) | 20% |
| Summative: Drafting Assignments (15% each) | 30% |
| Summative: Final Exam | 30% |
| Formative: Homework (equally weighted) | 10% |
| Formative: Participation | 10% |
| TOTAL | 100% |

(Electronic Signature Permitted)

**Submitted by (Collegewide Lead):** Jennifer Morton Date 7/29/2021

**☐ Approved by counterparts**  Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**X Reviewed by Curriculum Committee**  Date \_\_\_8/3/21\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_