

HASTINGS WEEKLY

Vol. 2006-2007 No. 8

October 9, 2006

Bar Sweeps Week, Oct. 9-12, Mon.-Thurs.

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Representatives from the following bar review organizations and online research company will be present on the Beach from 10:00 a.m. to 3:00 p.m. to answer questions and provide information regarding bar reviews.

BAR/BRI
 BAR/BRI Patent Bar Review
 Fleming's Fundamentals of Law
 Micromash
 National Bar Review
 PMBR
 Westlaw

Special Hastings' Presentation:

AN AMERICAN LAWYER'S
 TRANSITION FROM DOMESTIC
 PRIVATE PRACTICE TO
 INTERNATIONAL RULE OF LAW AND
 HER PERSPECTIVE ON JUDICIAL
 CORRUPTION IN FORMER
 COMMUNIST COUNTRIES

Come to this talk given by Hastings alumna, **Mary Noel Pepys**, who lived and worked in Bulgaria, Latvia, Slovakia, Ukraine, Kazakhstan, and Croatia for five years representing the American Bar Association through the Central European and Eurasian Law Initiative program.

Tuesday, October 10th
 3:40 - 4:30 pm, Classroom D

MARY NOEL PEPYS

Ms. Pepys is a senior attorney with a specialization in the rule of law, specifically international legal and judicial reform. With over twenty-five years of legal experience in the judicial, legislative, diplomatic and private sectors, Ms. Pepys has lived and worked abroad within former communist countries, the Middle East and Western Europe. With her knowledge of common law and civil law principles, Ms. Pepys has successfully developed, managed and implemented effective legal reform projects promoting transparent and fair justice systems in over thirty countries.

Ms. Pepys has extensive domestic governmental experience having

worked for local, state and federal governments in the areas of diplomacy, peacekeeping, legislative drafting, judicial process, and governmental transparency.

Sponsored by the LL.M. and International Programs Office.

Hastings ACS Presents:

The Role of Executive Power: Signing Statements, the Unitary Executive, and Warmaking Authority

A panel and discussion with Professors **Ash Bhagwat, David Faigman, John Leshy, and Calvin Massey.**

Snacks and drinks provided.

Tuesday, October 10th
 3:40-5:00 p.m.
 Room A, 198 Bldg.



All Campus Read

October 10
Disgrace by JM Coetzee,
 3:40 p.m., Rm. K, 198 Bldg.

Discussion to be led by **Professor Radhika Rao.** The book is available in the Hastings Bookstore at a 30% discount rate



District Six Forum at Hastings

Meet the Candidates for District Six Board of Supervisors!

Hear them Answer Questions & Debate the Issues!

*Chris Daly
 Rob Black
 Matt Drake
 Manuel Jimenez*

Friday, October 13th
 12:45-2:30 p.m.
 Room A, 198 Bldg.

District 65 includes Hastings and the Tower, the Tenderloin, Downtown & SoMa. The election is **Nov. 7**, and this is one of the most watched races on the San Francisco ballot. Find out what the candidates have to say about important local issues. Bring your questions about our city and our neighborhoods. Sponsored by the Hastings Law & Policy Review, the Hastings Trial Lawyers Association, GAAP, ACS.

Hastings Prisoner Outreach - Second General Meeting

Tuesday, October 10 from 3:40-4:30, Room B. The Hastings Prisoner Outreach are getting substantive this month! This student organization is going to vote on their pro bono and volunteer activities, as well as assign people to respond to inmate correspondence. They also need help organizing fundraisers and putting together the first ever HPO film series. Come and get involved! Contact Jay Nelson at nelsonj@uchastings.edu.

Native American Law Student Association

Join NALSA in celebrating Indigenous People's Day!

Thursday, October 12, 2006

*Meet them at the entrance of UC Hastings between **4pm and 4:15pm** to go over to City Hall*

4:30pm - 5:30pm

San Francisco Human Rights Commission will be discussing the intersection of Native American and Land Use issues @ **City Hall Rm.416**

5:30pm - 6:30pm

NALSA's Annual Symposium & Reception, Room C, 198 Bldg.

Dr. Robert Collins and Professor Schwartz will speak about the Legal and Cultural influences shaping Native American Identity and Families.

Hastings Democrats

Attention Democrats! The Hastings Democrats are holding a general meeting on **Tuesday, October 10th at 3:40 pm** in the **Clara Foltz Lounge**. Stop by to share ideas and to get involved in upcoming events.

Hastings Chess Club

The Hastings Chess Club will be meeting **Friday, October 13th** from **4:45-5:35** in the **Clara Foltz Lounge** in the **Tower**. Sets and clocks are provided. Mini-lessons are available for beginners and intermediates as well. For mor information or if you have any questions, please contact Sean Guo at seanguo84@gmail.com.

FREE SALSA AND SWING CLASSES

Every **Monday** at 4:45 come meet people and learn some basic Salsa and Swing dance moves! No partner or experience necessary. Class will be held at San Francisco Dance Center, just one block from campus on 7th and Market. Enter at **26 7th Street** and take the elevator to the 5th floor. Questions? Email Kakuti at link@uchastings.edu.

Rudolf B. Schlesinger Lecture

Hastings International and Comparative Law Review (HICLR) invites you to:

The Fourth Annual Rudolf B. Schlesinger Lecture on International and Comparative Law

Speaker: **Professor Rashid Khalidi**, Edward Said Professor of Arab Studies at Columbia University

Wednesday, October 25, 2006
Lecture begins at 12:40 in Room A
Reception and book signing to follow in the Clara Foltz Lounge

Professor Khalidi will lecture on:

The British Mandate Over Palestine in Legal Context and his recently published book, *The Iron Cage: The Story of the Palestinian Struggle for Statehood and its relationship to international and comparative law.*

Mark Your Calendars!!!

NOVEMBER 1 AND 3
SAFE (Safety Awareness for Everyone) presentations on campus at 12:40 p.m., Room A, 198 Bldg.

ASUCH

ASUCH & Your Hard-working Elected Officials Present:

The Hastings Barrister's Ball

Come join us on **October 20, 2006** at **111 Minna Gallery** for the best Barrister's yet!

Good music + dim lighting + strong drinks = Good times. Tickets will be on sale on the **Beach** and are \$25. This year your ticket price includes 2 drinks. Also, \$5 from every ticket goes directly to the Tenderloin After-School Program. Semi-formal. Semi-Serious. Don't miss it!

Contact azamj@uchastings.edu if you have any questions.

UC Hastings & the Asian-American Bar Association Present:

State of the San Francisco Criminal Justice System:

A Conversation with Public Defender Jeff Adachi and San Francisco District Attorney Kamala Harris

Tuesday, October 17, 6PM, Room A (Reception to follow in the Skyroom)

JEFF ADACHI is San Francisco's elected Public Defender. Jeff formerly worked as a deputy public defender for 15 years, serving as the office's Chief Attorney before his election in 2002. Jeff established a reputation as one of the city's top trial attorneys before turning his efforts to leading the office of 90 attorneys and 60 support staff. The office represents over 20,000 people each year who are unable to afford an attorney.

KAMALA HARRIS was elected in December 2003 as the first woman District Attorney in San Francisco's history and the first woman of African American and South Asian descent in California's history to hold the office. Inaugurated on January 8, 2004, DA Harris is bringing San Franciscans a "smart on crime" approach - prosecuting crime with resolve while remaining committed to rehabilitation and placing a priority on preserving civil liberties.

Questions? Contact huaa@uchastings.edu .

First Year Elective Program/Statutory Courses Orientation

Friday, October 20, 2006, 12:30 p.m.
Building 198, Rooms G and H

All first-year students are encouraged to attend the First-Year Elective Program Orientation. Professor Reuel Schiller and Gina Barnett, Director of Records Office, will describe the program and answer questions about registration. The professors who will be teaching the courses will be there as well and will discuss the content of their respective classes.

Hope to see you there!

2nd Annual Clean Slate Summit

The East Bay Community Law Center is participating in the 2nd Annual Clean Slate Summit on **October 28th 2006** at Laney College, and we are hoping that you will too! We are in particular need of attorneys and law students who are interested in providing pro bono criminal records consultations to individuals who arrive at the Clean Slate Summit with a copy of their RAP sheets.

There will be four training opportunities:

1. **Tuesday, October 17th between 6 to 8 pm at Orrick,**
The Orrick Building, 405 Howard Street, San Francisco, CA 94105
2. **Thursday, October 19th between 6 to 8 pm** at Shartsis Friese LLP
One Maritime Plaza, San Francisco, CA 94111
3. **Saturday, October 21st between 11 am and 1 pm** at EBCLC
3130 Shattuck Avenue, Berkeley, CA 94705
4. **Thursday, October 26th between 6 to 8 pm** at Shartsis Friese LLP
One Maritime Plaza, San Francisco, CA 94111

Please RSVP to Tirien Steinbach (tsteinbach@ebclc.org) for both the trainings and your participation on October 28th so that we can plan for materials and refreshments.

ACSEL Entertainment Panel

Come and listen to attorneys at the top of the entertainment law field discuss what it takes to get into the industry, what it's like to work in the business, and much more.

Date: **Wednesday, October 18**

Where: **Room A, 198 Bldg.**

When: **12:40 - 1:30 p.m.**

Who: **George Rush, Esq.**

Barry Simons, Esq.

Greg Krakau, Esq.

David Given, Esq.

Thinking Humanity After Abu Ghraib

Stanford University invites Hastings students, faculty and staff to this upcoming conference on **October 19 and 20, 2006. ADMISSION IS FREE.**

SCHEDULE OF CONFERENCE

October 19

7:30 p.m., Kresge Auditorium
Keynote Speaker: Seymour Hersh

October 20

Tressider Union - Oak Lounges
10:00 a.m.
Speaker: Mark Danner

11:30 a.m.

Speakers: David J. Luban & Jenny S. Martinez

2:00 p.m.

Philip G. Zimbardo & Gerald Gray

3:30 p.m.

Judith Butler

This conference is sponsored by Stanford Continuing Studies, Center on Ethics, Ethics in Society Program, Freeman Spogli Institute for International Studies, the Humanities Center, and the School of Law.

Yoga

This semester, Wataya Roberson is teaching a yoga class on Wednesdays from 5:00 to 6:00 PM. This class is suitable for beginners and all levels.

Mats are provided; wear comfortable clothes. Classes are held in the

mezzanine landing outside the Fitness Center in the Tower. The classes are free of charge.

PALS Sponsors BOB

The Pilipino American Law Society (PALS) will sponsor Beer on the Beach on **Thursday, October 12th.**

What goes best with Beer on the Beach?

L U M P I A ! !

Wait, did you say LUMPIA?!

Yea, LUMPIA. You know, those yummy crispy egg-roll things deep fried to perfection and part of a healthy well-balanced diet?!

Oh Yea! Those are Awesome! You mean like the Goldilocks ones?

No man, these things are Hand Made!

Wow! Where can I get some?!

LUMPIA on Sale at BOB Oct. 12th!

Come out to Eat and support PALS!

Library Databases

The Library has two new databases, both from the ProQuest Company: **ABI/INFORM** surveys publications in business, finance, and economics and includes full text coverage for many of the nearly 1,800 journal, magazine and newspaper titles it indexes. **PsychINFO**® is an abstracting and indexing service published by the American Psychological Association. It covers publications from the psychology disciplines plus related articles from the fields of business, education, law, medicine, and social work. They are available on campus and remotely from the **Subscription Databases** page at the Library's website:
<http://library.uchastings.edu>



Computer Exams Fall 2006

ATTENTION ALL STUDENTS:
Please read **pages 6-10** of the Hastings Weekly for instructions for ALL students who want to use a computer to take exams this semester.



Spring 2007 Environmental Law Clinic

Second-year and Third-year students: Please come to the Clinical Programs Office, Rm.404, 198 McAllister for information about the enrollment process for the Spring 2007 Environmental Law Clinic.

Also, students should notify the Clinical Programs Office immediately after accepting an office placement for the Spring 2007 Environmental Law Clinic. Only the first 16 students to notify the Clinical Programs Office about Spring 2007 acceptances will be permitted to enroll.

Scholarship Notices The Fresno County Bar Association Scholarship

Applicants must be a resident of Fresno County who is a law student in good standing in California accredited by the State Bar of California. Students in law schools outside Fresno County are eligible as long as their permanent family residence is in Fresno County. Applications are available in Financial Aid. **Deadline is October 15, 2006.**

The Judge Robert H. Schnacke Externship Scholarships

Several scholarships of \$5000 each will be awarded to students participating as an Extern to any Federal District Court judge of the Northern District of California during Spring 2007.

Applicants must be second or third year students who are financial aid recipients. Students must receive their externship placement through the Clinical Programs Office before they may apply for the scholarship. Applications are available in Clinical Programs. **The deadline to apply is November 1, 2006.**

The Paul & Daisy Soros Fellowships For New Americans

The Soros Fellowships for New Americans support thirty individuals a year for up to two years of graduate study in any subject anywhere in the U.S. 1Ls and 2Ls may apply. The Fellowship provides \$20,000 maintenance and half tuition wherever the Fellow attends. Candidates must be either holders of Green Cards, naturalized citizens, or children of two naturalized citizen

parents. Applications are available in Financial Aid. **Deadline is November 1, 2006.**

Want to Do Some Pro Bono Work?

Hastings has its very own Pro Bono Project, a part of the Public Interest Law Program (PILP) coordinated by the Public Interest Clearinghouse, a non-profit organization located in downtown San Francisco. The Pro Bono Project is open to 1Ls, 2Ls and 3Ls interested in doing a little good while building resumes and working with public interest attorneys! You can volunteer with over 30 organizations in the Bay Area, some with very low time commitments.

For more information, please email Molly Frank-Meltzer, Equal Justice Works/ AmeriCorps Member who coordinates the Pro Bono Project, at mfrankmeltzer@pic.org. For more information about PILP, contact **Krista Glaser, PILP Director**, at kglaser@pic.org. You can meet with Molly or Krista in office hours at Career Services on **October 10, October 24, November 7 or November 21 from 12:30PM - 2:30PM. Just sign up for an appointment in Career Services.**

Judicial Externships

Second-year and Third-year students: There are many opportunities for judicial externships for the Spring 2007 semester and now is the time to apply. A student can earn academic credit and gain experience by working (without pay) as a student-law clerk to a judge. The application process is very simple. Please inquire in the Clinical Programs Office, Room 404, 198 McAllister for further information.

Also, students should notify the Clinical Programs Office immediately after accepting Spring 2007 judicial externships. Only the first 60 students to notify the Clinical Programs Office about Spring 2007 acceptances will be permitted to enroll.

Information Technology

HASTINGS STUDENT COMPUTER SUPPORT

We now have appointments available for student computer support issues. Call 415-581-8802 (option 1, 4, 1) to request an appointment from one of

the following times:

Mondays, 9:00 - 2:30

Thursdays, 10:45 - 5:00 (appointment finished by 5:00)

Fridays, 10:45 - 5:00 (appointment finished by 5:00)

The Hastings IT Department provides limited computer support services for students at our weekly drop-in support session and through individual appointments. We hold these sessions every Tuesday, from 3:30 to 4:30 p.m., in the Computer Lab on the mezzanine of the 198 building.

What we offer: help with installation and troubleshooting of E-mail software, computer exam software, wired and wireless networking, and antivirus protection. Students who request IT Department staff to assist with any of the above range of problems will be asked to sign a Waiver of Responsibility before any such work is begun. For any problems outside the scope of work that the IT Department can provide, or for any students who decline to sign the Waiver of Responsibility, the IT Department will make referrals to local vendors who provide computer repair services.

NEW EMAIL SYSTEM FOR CONTINUING STUDENTS

Attention 2L and 3L students: the new MS Exchange Email system is ready for you to start using. Please read the overview guide and FAQ located here:
<http://www.uchastings.edu/?pid=1264>.

IT DEPARTMENT WEB SITE

The IT Department website at <http://www.uchastings.edu/IT> carries much information that is useful to students, including tips on using the e-mail system, dealing with viruses, computer exams, requesting new passwords, forwarding email, etc.

Writing Competitions

Detailed information on the following announcements is available at the Law Library Circulation Desk.

Trandafir International Business Writing Competition sponsored by the Transnational Law & Contemporary Problems, a journal of the University of Iowa College of Law. Submissions should address a

contemporary international business or economic issue. The winning student will receive a cash prize of \$2,000 and the winning submission will be published in the journal. **Deadline: Submissions must be received, via email or U.S. mail only, no later than 5 p.m., U.S. Central Standard Time on February 1, 2007.**

American Indian Law Writing Competition sponsored by the American Indian Law Review of the University of Oklahoma. Topic: Any issue concerning American Indian Law. However, topics recently published in the American Indian Law Review will not be favored. Prizes: First-\$1,000 and publication of paper in the American Indian Law Review; Second-\$500, and Third-\$250. **Deadline: All entries must be postmarked first class no later than January 31, 2007.**

2nd Annual William E. Swope Antitrust Writing Competition sponsored by Jones Day. This competition is open to all students currently enrolled in full- or part-time juris doctorate or more advanced degree programs at a law school accredited by AAIS (or a law school of equivalent standing if outside the U.S.), to current judicial clerks who have graduated from such programs, and to practicing lawyers who graduated from such degree programs in May 2001 or later. **Deadline: Submissions are due December 31, 2006.**

American College of Consumer Financial Services Lawyers Writing Competition. ACCFSL is pleased to announce awards to be presented for (a) the best book chapter or book, (b) the best publishable article or substantial book review, and (c) the best student case note or comment on a topic dealing with consumer financial services law. The awards include cash payments of \$2500, \$2000, and \$1000, respectively, a Certificate of Recognition from the College, and travel expenses to attend the Spring 2007 meeting of the College. **Deadline: Entries for an award may be published or unpublished, and must be submitted to the ACCFSL before December 1, 2006.**

William J. Pierce Writing Contest sponsored by the National Conference of Commissioners on Uniform State Laws. The winning article, note, or comment will receive

a prize of \$500, and will be eligible for publication in the NCCUSL quarterly newsletter, Uniform Activities. Topic: Any article, note, or comment that addresses a uniform or model act, or an issue arising from a uniform or model act promulgated by NCCUSL may be eligible. **Deadline: Entries must be submitted via email to krobinson@nccusl.or with the subject heading, "2006 Essay Contest" no later than midnight, December 31, 2006.**

Hoffman Bioethics Student Writing Competition sponsored by the American College of Legal Medicine. ACLM will present awards for three outstanding original papers written by law or health professions students on topics in Bioethics. Prizes: First-\$1000; Second-\$500, and Third-\$250. In addition, the ACLM will pay the cost of travel and lodging for the winner of the 1st prize to present his or her paper at the ACLM Annual Meeting, March 2-4, 2007, in Orlando, FL. **Deadline: Papers must be submitted only via email to info@aclm.org by the end of the business day, January 5, 2007.**

Student Writing Competition in Legal Medicine sponsored by the American College of Legal Medicine. ACLM will present \$1000 for the outstanding original paper on Legal Medicine and the Letourneau Award to a law student. **Deadline: The paper must be submitted only via email to info@aclm.org by the end of business day, January 5, 2007.**

Pacific Legal Foundation's Program for Judicial Awareness 8th Annual Student Writing Competition. Prizes: First - \$5,000; 1st Runner Up - \$3,000 and 2nd Runner Up - \$1,500. **Deadline: Must be postmarked by no later than May 31, 2007.**

American College of Trial Lawyers' Essay Contest. Prizes: First - \$10,000 and Second - \$5,000. **Submission Deadline: March 1, 2007.**

Payroll

FOR PAYPERIOD OCT. 1 - 31, 2006

Faculty and Staff Employee Payday is **Wednesday, November 1, 2006.**

If you wish to make any changes to your net pay for this month (ie: deductions, income tax withholdings), update forms must be submitted to HR by **10/20/06.**

Student and Hourly Employee Payday is **Tuesday, November 7, 2006.**

Appointment extensions, deductions, income tax withholding and other change forms affecting this month need to be submitted to HR by **10/26/06.**

Timsheets are due in Fiscal Services by no later than **Tuesday, 10/31/06.**

HELP WANTED

RESEARCH ASSISTANTS needed by the Legal Writing & Research and Moot Court Department

Extremely flexible hours - a highly competitive hourly wage - countless fringe benefits - an exhilarating intellectual environment - affable charismatic co-workers - exceptionally stimulating topics - and boundless creative opportunities.

2Ls and 3Ls inquire at Room 452 in 198 McAllister.

ATTENTION: ALL STUDENTS

If you have been offered a job through UC Hastings (and that includes any work study offers), you CANNOT work until the required employment documents HAVE BEEN CLEARED by Human Resources. Payment may otherwise be delayed. The Human Resources Department is located in 198 McAllister Suite 106.

The HASTINGS WEEKLY is issued each Monday by the Office of Student Services, Room 213, 200 McAllister. Signed announcement forms must be submitted to the WEEKLY box in the Student Information Center located off the lobby of 200 McAllister by Tuesday noon preceding publication. Announcements may also be submitted via e-mail to mesquita@uchastings.edu.

The WEEKLY prints official College notices and brief announcements of student events. In order to preserve its timely character, the WEEKLY cannot print lengthy notices or those that contain editorial comments or commercial advertisements. When appropriate, announcements are edited.

Computer Exams Fall 2006

These instructions are for ALL students who want to use a computer to take exams this semester.

Quick overview of computer exams:

- All exams will be wireless starting this semester. There will be no "floppy disk" option (see § I and III below.)
- Mac students can use an Intel Mac computer running Windows XP to take computer exams starting this semester (see § VI below.)
- All students must install the latest version of SofTest (ver. 8.1). This applies even for students who used SofTest last semester.
- You must download, install and register SofTest (ver. 8.1) prior to the scheduled time for reporting to the computer exam room (see § II below.) Students who fail to do so will be required to use Bluebooks.
- We will have two installation sessions to help students download and install and register SofTest (see § IV below.)
- We will provide "Internet Take-Home" exams for those courses in which faculty choose to offer this option (see § V below.)
- All students who use computers in the exam rooms will be required to sign a Computer Exam Agreement Form (see § VII below.)

Note: Students taking computer exams through the Disability Resource Program should contact Levinia Espinas.

I. Hardware and Software Requirements for Computer Exams

In order to take computer exams, students must download, install and register SofTest (version 8.1) on their computers.

PC System Requirements:

- CPU = 450 MHz Pentium III or Industry Equal
- RAM = 256 MB
- Drives = 50 MB of free space

- Operating System = English version of Windows 2000 (Pro) or XP (Home, Pro or Tablet PC)
- Software = Internet Explorer 5.0 or greater
- Wireless (WiFi 802.11b or g) Internet Access for Sign Up, Registration, Exam Download and Upload
- AOL Users - Version 6.0 or higher required
- Screen Resolution must be 1024x768 or higher

Apple Macintosh Users:

Users with Apple MacBook or MacBook Pro laptops can run Windows through Apple's Boot Camp software. Please note that neither Hastings nor ExamSoft provides support for the installation and configuration of Apple's Boot Camp. Please see § VI. below for further information.

II. Instructions to INSTALL and REGISTER SofTest

The computer you want to use for exams must be connected to the Internet in order to complete the steps below. The ExamSoft web site will be accessible to Hastings students starting Monday, October 9, 2006. **If you have not finished ALL of the steps below prior to the scheduled time for reporting to the computer exam room, you will not be able to use a computer. (You may still use pen and Bluebook.)** We recommend completing these steps as early as possible.

1. Open Internet Explorer to this page: <http://www.examsoft.com/uchastings>
2. Click on the "Exam Takers" tab.
3. Login to the web site using your Hastings Email login name, e.g., noblee, (for the "Email Name") and your 7-digit Hastings number, e.g. 0123456, (for the "Password"). NOTE: we will provide the login names and student numbers to ExamSoft so you will be able to automatically login.
4. Click the "Download SofTest" button, then click the "Download & Install" button and run the installation program.
5. After the installation has finished, click on the "SofTest" icon on your desktop and run the "Qualification Exam". NOTE for returning students: if your computer had SofTest installed previously, you can skip the Qualification Exam, but you still need to register your copy of SofTest in the next step..
6. You will be prompted to register your copy of SofTest. You must be connected to the Internet. Enter the login name and password you used in step #3. You will get a message "Congratulations. SofTest is now registered."
7. To make sure you have completed the installation and registration, open SofTest, click the "Launch SofTest" button, and take a "Practice Exam."

That is ALL you need to do before the exam.

Just show up at the computer exam room for each of your exams (one half hour before start time). The proctors will instruct you in the examination process once you arrive in the computer exam room.

If you need help with the installation or registration process, you can call ExamSoft Support at 866-429-8889. We also will have two installation sessions (see § IV. below.) You can also attend one of our Wednesday drop-in sessions (see Hastings Weekly for details.)

III. Wireless Computer Exams (no more floppy disks)

We will not provide floppy disks this semester. Computer users will download the SofTest exam file in the exam room, type their answers on their laptop (where the answer file will be saved every minute), and then upload their answer file at the end of the exam. (Note: Printed exam questions will still be handed out to everyone in the exam room.)

The exam-room proctors will provide further instructions for wireless computer exams when you arrive in the exam room. Make sure that your notebook computer can connect to the Hastings wireless network if you choose to take your exams on computer this semester. Please test that your wireless card is working properly before your exam day.

Testing the Wireless Option: Running a Mock Exam

We recommend that all students run a "mock" exam to test the wireless cards in their computers. If you experience any problems, please take care of these well before your first exam.

1. Open SofTest.
 2. Choose "Download Exam".
 3. Enter your Hastings email login name and 7-digit Hastings number.
 4. Type the password: "MOCK".
 5. Download the exam file.
 6. Open the exam file in SofTest.
 7. Exit the exam and follow all instructions to upload the answer file back to the server.
 8. You should receive confirmation that your file was uploaded. If you experienced any problems running this mock exam, you should contact ExamSoft's technical support (866-429-8889) to resolve those before your first exam. If you can't resolve any wireless problems prior to your exams, you should plan on writing your exam in Bluebooks.
-

IV. Installation Sessions

We will offer two sessions for Hastings students who need help downloading, installing and registering the SofTest program. Please consider attending one of the following sessions, especially if you think you might have any difficulty installing the software:

- Tuesday, October 31, 2006, Classroom H, 3:40pm - 4:30pm (NOTE: in time for Professional Responsibility early exam)
 - Tuesday, November 21, 2006, Classroom K, 3:40pm - 4:30pm
-

V. Internet Take-Home Exams

We will offer Internet Take-Home exams for faculty whose exams are not proctored. If your professor chooses this option, she or he will make an announcement in the class. Students in classes that offer the Internet Take-Home option will be able to download the exam at home, take the exam on computer (using SofTest) and then upload the answer file within the prescribed time limit. These students will not need to come into the Records Office to pick up and drop off these take-home exams.

In order to be eligible to participate in this option, you **MUST READ** and agree to the online instructions which will be posted on the web. This applies to all students who plan on taking an Internet Take-Home exam (even those who attended such a session in the Spring semester or earlier). The online takehome instructions will be posted on the IT web site, the Computer Exams page:

<http://www.uchastings.edu/computerexams>

VI. Intel Mac Users

Students have the option of using the new Intel Mac Book or Mac Book Pro computers for taking their final exams. To be able to run SofTest on an Intel Mac computer, students will need to purchase and install a copy of the Windows XP operating system prior to installing SofTest. Apple Computer, Inc. provides a utility program, called Boot Camp, for the installation and running of Windows XP on the Mac Book or Mac Book Pro computers. Boot Camp is available for downloading free on the Apple web site here:

<http://www.apple.com/bootcamp>

Once you have Boot Camp and Windows XP installed, follow the instructions for downloading, installing, and registering SofTest on your Mac Book or Mac Book Pro computer (see § II above.)

It is important for anyone considering this option to understand that neither Hastings nor Examsoft, Inc. will be able to offer technical assistance for installing the Boot Camp software or the Windows XP operating system. Apple also has disclaimers on their web site acknowledging that Boot Camp is a beta (pre-release) version of the program and is not supported by AppleCare.

VII. Computer Exam Agreement Form

All students will need to sign a Computer Exam Agreement Form before they can use a computer for their exams. This agreement is available for students to read on the Hastings IT web site here:

<http://www.uchastings.edu/computerexams>

The agreement form will be handed to students in the exam rooms for signing prior to the start of each exam.



Career Corner

October 9, 2006

Inside this issue

- * Career Tips
- * This Week's Events
- * JOBS! JOBS! JOBS!

Office of Career Services

Molly Coughlin

Assoc. Dir. for Recruitment

Elena Haskins Ducharme

Job Developer

Maria Galarza

Senior Administrative Secretary

Pamela Hyland

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OFFICE HOURS:

Monday – Friday

9:30 a.m. – 6:00 p.m.

The Career Corner is edited by
Maria Galarza

CAREER TIPS

Email Etiquette or Before You Hit "Send"

by Sarah Tigerman

Sure, email is becoming a more and more common form of communicating. But should you use it in your job search? Sometimes. Here are some suggestions to help you choose when and how to use email.

Application Materials

Unless the employer *requires* email applications, mail hard copies of your resume, cover letter, etc. The reasons to prefer mail include, 1) having control of the appearance of your documents – the employer won't print on nice resume paper 2) your formatting may be changed by the software the employer uses, and 3) your documents may not be printed and reviewed in the proper order. If an employer requests that you email your materials – use a common font and application for your documents, give your attachments descriptive titles (e.g. , johnsmith.resume), and make sure the documents are actually attached to your message.

Professional Tone

Before you hit the send button, *carefully* proof your message for typos and grammatical mistakes as emails often contain careless errors. Every contact with a potential employer is a sample of your professionalism and your writing. Assume that every email will be printed out and filed, and

may be forwarded to others. Use business letter format and maintain a professional and courteous tone. Read your email aloud to check the tone. Use "please" and "thank you" to make sure the message sounds polite. Use proper salutations, even if you receive less formal responses. Include a meaningful subject line. Avoid the use of email acronyms (e.g., LOL) or emoticons.

Additional Tips

Use a professional email account, preferably your Hastings email, or an account with an appropriate name (not "toohot@hotmail.com). Use upper and lower case letters – just as you would in a formal letter. Avoid humor and sarcasm – email is a silent communication which cannot convey your verbal nuances, and that can cause miscommunication and misunderstandings. If your email message is longer than half the message screen, consider writing a short message to introduce the subject and putting the content in an attachment. Check your email daily during your job search and respond to employer messages within 24 hours.

If you have any questions about using email to communicate with a potential employer, please come in and talk with a Career Counselor!



Look for Special
Anti-OCI Events
October 9 - 20th!

**Want to make an appointment
with a career counselor?
Call the CSO Front Desk
at (415) 565-4619.**

JOBS! JOBS! JOBS!

*Everyday, the Career Services
Office receives new listings.*

*Log onto:
HastingsCareers.com
and check often for new
postings.*

Just a few highlights:

FALL POSITIONS

**Goldstein, Demchak, Baller,
Borgen & Dardarian** Part-time.
Employment law. Phone
interviewing/declaration drafting.
Start now and work for duration of
projects. 15-20 hrs/wk. \$20/hr.
Years Required: 2L, 3L
Materials Requested: Letter and
resume to: Susan Forst, Goldstein,
Demchak, Baller, Borgen &
Dardarian, 300 Lakeside Dr., Suite
1000, Oakland, CA 94612
Deadline: 10/29/06

**Fragomen, Del Rey, Bernsen &
Loewy, P.C.** Law Clerk.
Immigration. Temp/Part-time.
Research and writing on state
employment verification and
employer sanctions legislation.
Years Required: 2L, 3L
Materials Requested: Resume
w/ cover letter to:
TSanyal@fragomen.com
Deadline: 11/26/2006

SUMMER POSITIONS

Hatch & Parent

Summer Associate. Litigation.
Wanted: strong analytic, research
and writing skills. Land use, water,
environmental, real estate,
business, public entity and law.

Years Required: 2L, 1L

Materials Requested: Cover
letter and resume to Kaylyn Scott,
Human Resources Director, Hatch
& Parent, fax: 805-965-4333; mail:
PO Drawer 720, Santa Barbara,
California 93102-0720; e-mail
Kscott@HatchParent.com.

More Info at:

www.hatchparent.com

Deadline: 12/31/06

Sacramento County District

Attorney Summer Legal Intern.

Perform research. Prepare
every misdemeanor case in
office, presenting offers in court,
negotiating plea bargains, taking
the pleas on the record and
sentencing the defendants.
Could also be assigned to
Juvenile Division with almost
exclusive responsibility for juvenile
detention hearings. 10-12 wks.
\$12.87/hr. Vacation accrues 3.1
hrs for each 80 hrs worked.

Years Required: 2L, 3L

Materials Requested: Resumes
by fax to 916-874-5340, by mail
to 901 G Street, Sacramento,
CA 95814, attention Diane
Richardson, or by e-mail to:
richardsond@saccounty.net.

Deadline: 11/28/06

GRADUATING 3LS

Horvitz & Levy - Civil appellate
litigation. 31 attorneys. Practice
oriented to an investigation of the
law rather than investigation
to the facts. Interested in people

who excel in legal research,
analysis, and writing.

More Info: www.horvitzlevy.com
We encourage any 2007 graduates
who wish to explore appellate
practice prior to their clerkships to
send us their resumes.

Years Required: 3L

Apply Online at
HastingsCareers.com

Deadline: 4/30/07

THIS WEEK'S EVENTS

***Career Options in
Criminal Defense***

*Tuesday 10/10
3:40 – 4:30 pm
Panel/Room F*

***Career Options in
Criminal Prosecution***

*Wednesday, 10/11
12:40 – 1:30 pm
Panel/Room F*

***Networking Made Easy,
(Anti-OCI Series)***

*Friday, 10/13
12:40 – 1:30 pm
Workshop/Room F*

Alumni Mentor Orientation

Wednesday, 10/11

12:40 – 1:30 pm
(Meet at CSO)

Advanced Sign Up Required!

(Sign Up on
HastingsCareers.com or in
CSO)