

## MS-CPAS Blueprint Summary

<b>Assessment:</b>	Legal Assistant/Paralegal
<b>Test Code:</b>	20479Y1-2017
<b>CIP Code:</b>	220302
<b>Certificate:</b>	Career
<b>Type:</b>	PS

The MS-CPAS Blueprint Summary indicates the number of assessment questions related to each unit on the assessment and indicates the relative emphasis placed on each unit. All of the listed competencies will appear on the assessment, but because of the length of the assessment, not every competency will be equally represented in the assessment.

The MS-CPAS Blueprint Summary includes a variety of information, which is explained below:

Terms and Definitions	
<b>Assessment:</b>	This signifies the name of the assessment, which corresponds with the name of the pathway or program.
<b>CIP Code:</b>	Developed by the U.S. Department of Education's National Center for Education Statistics (NCES), CIP codes are a federal coding system utilized for assessment and reporting of fields of study and program completions activity tracking.
<b>Test Code:</b>	A unique code that serves to numerically identify a specific assessment
<b>DOK Levels:</b>	Based on Webb's Depth of Knowledge (DOK), this signifies the assessment item difficulty factor to be expected in each unit. The three levels are as follows: <i>1 = Recall and Reproduction, 2 = Skills and Concepts, 3 = Short-term Strategic Thinking</i> <b>Some postsecondary programs will not use DOK levels until the next revision.</b>
<b>Instructional Hours:</b>	The total number of hours assigned to a unit per the pathway's curriculum
<b>Total Items:</b>	The total number of items assigned to each unit on the assessment. It is calculated as follows: <i>(Unit Instructional Hours / Total Instructional Hours) * Total Active Items</i>
<b>Active Items:</b>	The number of items on the assessment that will be graded
<b>Field-test Items:</b>	The number of items that are being field-tested, or piloted, to determine their eligibility for inclusion as an Active Item on future assessments. These items are not graded and, thus, will not impact the student's final score.
<b>Total Assessed Items:</b>	The total number of items on the given assessment. It is calculated as follows: <i>Active Items + Field-test Items</i>

For more information regarding this MS-CPAS Blueprint Summary, please contact the Research and Curriculum Unit by phone at 1.866.901.7433 or by e-mail at [helpdesk@rcu.msstate.edu](mailto:helpdesk@rcu.msstate.edu).



Assessment: Legal Assistant/Paralegal	DOK Level(s)			Instructional Hours	Total Items
	1	2	3		
Test Code: 20479Y1-2017 CIP Code: 220302 Total Hours: 21					
<b>LET 1123 Introduction to Law</b>	1	2		3	5
1. Differentiate between federal and state court systems. 2. Explore areas of employment. 3. Interpret legal terminology. 4. Distinguish among various areas of law. 5. Analyze the ethical obligations and constraints of the paralegal.					
<b>LET 1213 Legal Research</b>	1	2		3	6
1. Analyze a legal research problem to identify facts and legal issues. 2. Analyze court opinions. 3. Analyze statutes. 4. NOT tested on MS-CPAS 5. Use secondary sources. 6. NOT tested on MS-CPAS 7. Prepare legal citations correctly using a legally recognized and accepted citation manual. 8. Demonstrate legal research techniques in a written memorandum. 9. NOT tested on MS-CPAS 10. NOT tested on MS-CPAS					
<b>LET 1513 Family Law</b>	1	2		3	6
1. Research and apply laws related to antenuptial agreements. 2. Research the requirements for a valid marriage. 3. Research and apply laws related to annulment. 4. Research and apply laws related to divorce actions. 5. Research and apply laws related to alimony and child support. 6. Research and apply child custody laws. 7. Research and discuss adoption laws. 8. Apply ethical considerations in a family law practice. 9. NOT tested on MS-CPAS					
<b>LET 1523 Wills and Estates</b>	1	2		3	6
1. Research and analyze Mississippi case law and statutes regarding intestate succession. 2. Analyze and compare various types of wills, and then prepare a simple will. 3. Apply the concepts related to probating an estate. 4. Discuss the Uniform Health-Care Decisions Act. 5. Analyze the various types of trusts and their role in estate planning.					
<b>LET 2313 Civil Litigation I</b>	1	2		3	5
1. Determine court (system) jurisdiction for various scenarios. 2. Determine the applicable rules of evidence. 3. Prepare legal documents for litigation. 4. NOT tested on MS-CPAS					



<b>LET 2323 Torts</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>6</b>
1. Analyze case studies related to negligence, strict liability, and various intentional torts. 2. Determine appropriate defenses to various types of torts. 3. Recognize appropriate tort remedies. 4. <b>NOT tested on MS-CPAS</b> 5. Discuss ethical issues in tort law.				
<b>LET 2453 Real Property I</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>6</b>
1. Apply knowledge of types of ownership and types of interest in real property. 2. Analyze surveys, land descriptions, encumbrances, and easements. 3. Discuss real estate contracts. 4. Prepare deeds.				
<b>Active Items</b>				<b>40</b>
<b>Field-Test Items</b>				<b>10</b>
<b>TOTAL ASSESSED ITEMS</b>				<b>50</b>

## MS-CPAS Blueprint Summary

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<b>Test Code:</b>	20479Y2-2017
<b>CIP Code:</b>	220302
<b>Certificate:</b>	Technical
<b>Type:</b>	PS

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	1	2	3		
Test Code: 20479Y2-2017					
CIP Code: 220302					
Total Hours: 6					
<b>LET 1713 Legal Writing</b>	<b>1</b>	<b>2</b>		<b>3</b>	<b>20</b>
1. Analyze and organize a legal problem into a concise basic legal memorandum given a factual situation. 2. Integrate research and reference sources into the analytical process. 3. Draft legal documents that adhere to the code of ethics for paralegals. 4. Create, proofread, and edit legal documents that apply standard rules of correct grammar.					
<b>LET 2333 Civil Litigation II</b>	<b>1</b>	<b>2</b>		<b>3</b>	<b>20</b>
1. Select and apply methods of discovery and investigation. 2. Apply proper settlement procedures. 3. Classify the three types of alternative dispute resolution. 4. Assist an attorney in preparation for trial and appeal.					
<b>Active Items</b>					<b>40</b>
<b>Field-Test Items</b>					<b>10</b>
<b>TOTAL ASSESSED ITEMS</b>					<b>50</b>