

# **LEGAL DRAFTING SPRING 2026**

## **UNIVERSITY OF FLORIDA LEVIN COLLEGE OF LAW SPRING SEMESTER SYLLABUS LAW 6807, CLASS 12601, SECTION C, 2 CREDIT HOURS**

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**CLASS MEETING TIME:** Tuesday and Thursday, 3:00pm-3:55pm  
**CLASS LOCATION:** HH-345

### **OFFICE HOURS:**

Tuesday and Thursday 1:30pm-2:30pm. In addition, I make myself readily available according to your schedule. Please email me three available time blocks and we will find a mutually agreeable time either in person or by Zoom.

### **REQUIRED READING MATERIALS:**

1. Stark and Llorente, *Drafting Contracts* (3d ed.), ISBN #978-1-5438-0390-7, Aspen Publishing.
2. Supplemental materials posted on our class Canvas page.

**COURSE WEBSITE:** The Canvas page is the central hub for this class. You are responsible for reviewing the page for course announcements, updates, and accessing course content.

### **COURSE DESCRIPTION AND OBJECTIVES:**

This course is designed to introduce students to the skill of contract drafting, and focus on three areas in particular: Conceptualization, Organization and Articulation. In this class, you will learn plain contract language drafting and apply widely accepted contract drafting concepts and provisions to meet the client's business needs. You will also learn and apply drafting techniques that limit the risk of conflict between the parties, by reducing ambiguity and creating a common understanding of the transaction. By the end of this course, you should be able to:

1. Understand the business purpose of contract concepts.
2. Draft each part of a contract with clarity and without ambiguity.
3. Effectively work through the drafting process.
4. Understand, draft and comment on contracts and basic transactional documents commonly encountered in practice with the client's goals and objectives in mind.

### **ABA OUT-OF-CLASS HOURS WORKLOAD REQUIREMENTS**

This course complies with ABA Standard 310. ABA Standard 310 requires that students devote 120 minutes to out-of-class preparation for every “classroom hour” of in-class instruction. We will spend approximately 2 hours in class each week, requiring at least 4 hours of preparation outside of class including reading the assigned materials, completing writing assignments, and any other projects.

### **PROFESSIONALISM**

This course presents a valuable opportunity to practice professionalism and to begin to create and explore your own professional identity. Throughout the semester, you are expected to behave as a practicing lawyer and treat your colleagues as such.

Punctuality is part of professionalism. I will promptly begin class at the designated start time. Please be on time to class and do not leave early absent extenuating circumstances. If you have to leave during class time, please close the door quietly so as to not disturb your colleagues. As a law student and future lawyer, you are expected to conduct yourself with professionalism in the classroom and in all course-related activities. This includes common courtesy in the classroom as well as in all email messages, threaded discussions, and chats. Please silence cell phones and computer notifications and minimize any other class disruptions.

In addition to completing any written assignment, you will need to revise and edit your documents numerous times before submitting them, just as you would in the practice of law. In all course activities, students are expected to participate in good faith. If you have questions about professionalism, do not hesitate to ask me directly during class or during a visit to my office.

As a future lawyer, it is important that you are able to engage in rigorous discourse and critical evaluation while also demonstrating civility and respect for others. I encourage you to speak thoughtfully, listen carefully, and commit to examining your own values and assumptions. All students have the right to be treated with respect by their instructors and classmates.

### **COMPLIANCE WITH UF HONOR CODE**

UF students are bound by The Honor Pledge which states “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Conduct Code specifies a number of behaviors that are in violation of this code and the possible sanctions. See the UF Conduct Code website for more information. <https://sccr.dso.ufl.edu/process/student-conduct-code/>. If you have any questions or concerns, please consult with the instructor or TAs in this class.

## **ARTIFICIAL INTELLIGENCE AND TECHNOLOGY**

Academic honesty and integrity are fundamental values of the University community. Students should be sure that they understand the UF Law Honor Code located [here](#), which explains in detail what conduct constitutes plagiarism and the consequences for it. Ignorance of the rules is not a defense. The UF Law Honor Code also prohibits use of artificial intelligence, unless I expressly authorize you to use it.

Regarding “Generative AI,” you may use generative AI only when I have expressly allowed you to do so in written assignment instructions or other written communication and you must follow the given instructions, precisely. At present, I consider generative AI to mean any technology tool that is a large language model that can be prompted to generate or synthesize text. Examples are Lexis+AI, CoPilot, ChatGPT (all versions), Claude, Gemini, CoCounsel, Spellbook, and Grammarly Go. You may use tools with “Extractive AI” on all assignments. At present, I consider extractive AI to include Grammarly (spelling and grammar only, without generative AI), Word's Editor, "traditional" Lexis or Westlaw, and Google (or similar online natural language research tools). If you have a question about whether a particular tool is allowed, it is your responsibility to discuss it with me. I reserve the right to make changes to this policy, and, if I do, I will do so in writing.

When permitted to use any AI (extractive or generative), you must verify all content and citations. You are wholly responsible for doing so. You are also wholly responsible for the style, tone, and format of the document and for following any additional AI-use instructions I have provided to you for that assignment.

You must bring a laptop or tablet to every class so that you can access handouts on Canvas, participate in in-class exercises, and work on assignments. Please silence and put away cellphones, smartwatches, and similar devices before class begins. If you are using electronics to do anything not directly related to this class, I will penalize you. I may revisit or revise this policy as needed.

## **CLASS ATTENDANCE POLICY:**

Requirements for class attendance and make-up exams, assignments, and other work in the course are consistent with university policies. See UF Academic Regulations and Policies for more information regarding the University Attendance Policies. <https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/>. Attendance will be taken at the start of each class. Students are responsible for ensuring that they are not recorded as absent if they come in late.

Students are allowed **three unexcused** absences during the semester, which can be taken at your discretion for any class sessions. **For unexcused absences I do not need nor want to know your reason. Any other absences must be excused in advance in writing.** However, recognizing that emergencies can and will happen, please see statement below regarding excused absences for emergencies.

Excused absences for emergencies: if you are unexpectedly ill or have other exceptional circumstances that prevent you from being in class, you must contact me prior to the start of class to request an excused absence. In the case of a true emergency that prevents you from contacting

me prior to class, you must still contact me as soon as possible thereafter to request an excused absence.

### **POLICIES TO PREVENT THE SPREAD OF SICKNESS**

If you are sick, out of respect for your colleagues, please do not come to class. If you will miss class due to illness, you must contact me by email prior to the start of class to request an excused absence. Or, in the case of a true emergency that prevents you from contacting me prior to class, you must contact me as soon as possible thereafter to request an excused absence.

### **BUSINESS ATTIRE REQUIRED FOR CERTAIN CLASSES**

While you may dress casually for regular class sessions, please note that business attire is required for any performance based aspect of the class.

### **RECORDING LECTURES**

Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal education use, (2) in connection with a complaint to the university, or (3) as evidence in, or in preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor. A “class lecture” is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and deliver by an instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course.

A class lecture does not include lab sessions, student presentations, clinical presentation such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or guest lecturer during a class session.

Publication without permission of the instructor is prohibited. To “publish” means to share, transmit, circulate, distribute, or provide access to a recording, regardless, of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third-party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student Honor Code and Student Conduct Code.

### **STUDENT COURSE EVALUATIONS**

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online. Students can complete evaluations in three ways:

1. The email they receive from GatorEvals
2. Their Canvas course menu under GatorEvals

3. The central portal at <https://my-ufl.bluera.com>

Guidance on how to provide constructive feedback is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

### **STATEMENT RELATED TO ACCOMODATIONS FOR STUDENTS WITH DISABILITIES**

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the Disability Resource Center. See the “Get Started With the DRC” webpage on the Disability Resource Center site. <https://disability.ufl.edu/get-started/>. It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

### **FORMATTING REQUIREMENTS FOR WRITTEN ASSIGNMENTS**

When you are in practice, all court filings will be required to be formatted according to the applicable rules of the court. As a result, for this class all assignments are to be submitted electronically via the course Canvas website, **in Word or PDF format**. In addition to any formatting requirements specific to an assignment, documents should conform to the following: (1) the text should be double-spaced, except for the headings (which should be single-spaced); (2) all writing assignments this term should be written in **14-point Times New Roman font, double-spaced, with full justification so that the document has smooth edges of text**; (3) each page should be numbered (bottom, center), except for the first page; and, (4) all citations should comply with the rules of *The Bluebook*. You may use either underlining or italics for case names, but please be consistent throughout your motions and responses in opposition that you will draft in this class.

### **GRADING, EVALUATION, AND FEEDBACK**

For most in-class assignments, including homework, I will provide the class with generalized feedback. For graded assignments, I will give individual feedback. Like all required courses, this course adheres to the law school’s grading scale and curve, which includes both a mean and mandatory grade distribution. More information can be found at <https://www.law.ufl.edu/uf-law-student-handbook-and-academic-policies>. In this course, a student’s grade will be based on the following:

- 20% Two Short Answer Tests (In-Class)
- 20% 3 Quizzes (In-Class)
- 25% Contract Revision #1.
- 35% Final exam: Contract Revision # 2

**INFORMATION ON UF LAW GRADING POLICIES:**

The Levin College of Law's mean and mandatory distributions are posted on the College's website and this class adheres to that posted grading policy. The law school grading policy is available here: <https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/>.

**TENTATIVE COURSE SCHEDULE OF TOPICS AND ASSIGNMENTS**

**Disclaimer:** *The course schedule below is only tentative.* You must check Canvas regularly for your assignments and deadlines. Our pace will depend in part on the level of interest and the level of difficulty of each section and is subject to change. Such changes, communicated clearly, are not unusual and should be expected. All readings are from the textbook, the Federal Rules of Civil Procedure ("FRCP"), Federal Rules of Evidence ("FRE"), and any materials I post on Canvas unless otherwise indicated.

**COURSE SCHEDULE**

DATE	TOPIC	READING FOR THE WEEK
<b>WEEK 1</b> Tu. 1/20/26	- TRANSLATING THE BUSINESS DEAL INTO CONTRACT CONCEPTS  - CLASS INTRODUCTION  - PARTS OF A CONTRACT	- SYLLABUS  - CHAPTERS 2 AND 13
Th. 1/22/26		
<b>WEEK 2</b> Tu. 1/27/26	- REPRESENTATIONS AND WARRANTIES	- CHAPTERS 3 AND 8
Th. 1/29/26		
<b>WEEK 3</b> Tu. 2/3/26	- COVENANTS	- CHAPTERS 4 AND 9
Th. 2/5/26		
<b>WEEK 4</b> Tu. 2/10/26	- DECLARATIONS  - DISCRETIONARY AUTHORITY	- CHAPTERS 5 AND 10
Th. 2/12/26		

<b>WEEK 5</b> Tu. 2/17/26	- REVIEW	
Th. 2/19/26	- QUIZ 1: IN-CLASS	
<b>WEEK 6</b> Tu. 2/24/26	- CONDITIONS	- CHAPTERS 6 AND 11
Th. 2/26/26		
<b>WEEK 7</b> Tu. 3/3/26	- SHORT ANSWER TEST #1: IN-CLASS	- CHAPTERS 31, 32, 16
Th. 3/5/26	- ORGANIZING A CONTRACT  - THE DRAFTING PROCESS  - ACTION SECTIONS	
<b>WEEK 8</b> Tu. 3/10/26	- INTRODUCTORY PROVISIONS	- CHAPTERS 14, 15
Th. 3/12/26	- DEFINITIONS	
WEEK 9: NO CLASS SPRING BREAK		
<b>WEEK 10</b> Tu. 3/24/26	- TERMINATION PROVISIONS  - CONTRACT REVISION PROJECT DROPS DUE DATE TBD	- CHAPTER 17
Th. 3/26/26		

<b>WEEK 11</b> Tu. 3/31/26	- GENERAL PROVISIONS  - QUIZ #2: IN-CLASS	- CHAPTER 18
Th. 4/2/26		
<b>WEEK 12</b> Tu. 4/7/26	- CONFERENCES	
Th. 4/9/26		
<b>WEEK 13</b> Tu. 4/14/26	- WORKING WITH AI  - QUIZ #3: IN-CLASS	
Th. 4/16/26		
<b>WEEK 14</b> Tu. 4/21/26	- GUEST SPEAKER  - SHORT ANSWER #2: IN-CLASS	
Th. 4/23/26		
FINAL EXAM TBD		

## ACADEMIC AND WELLNESS RESOURCES:

- E-learning technical support: Contact the [UF Computing Help Desk](#) at [352-392-4357](tel:352-392-4357) or via e-mail at [helpdesk@ufl.edu](mailto:helpdesk@ufl.edu).
- [Career Connections Center](#): Reitz Union Suite 1300, [352-392-1601](tel:352-392-1601). Career assistance and counseling services.
- [Library Support](#): Various ways to receive assistance with respect to using the libraries or finding resources. Call [866-281-6309](tel:866-281-6309) or email [ask@ufl.libanswers.com](mailto:ask@ufl.libanswers.com) for more information.
- [Academic Resources](#): 1317 Turlington Hall, Call [352-392-2010](tel:352-392-2010), or to make a private appointment: [352-392-6420](tel:352-392-6420). Email contact: [teaching-center@ufl.edu](mailto:teaching-center@ufl.edu). General study skills and tutoring.
- [Writing Studio](#): Daytime (9:30am-3:30pm): 2215 Turlington Hall, [352-846-1138](tel:352-846-1138) | Evening (5:00pm-7:00pm): 1545 W University Avenue (Library West, Rm. 339). Help brainstorming, formatting, and writing papers.
- Academic Complaints: Office of the Ombuds; [Visit the Complaint Portal webpage for more information](#).
- Enrollment Management Complaints (Registrar, Financial Aid, Admissions): [View the Student Complaint Procedure webpage for more information](#).
- UF Student Success Initiative: Visit <https://studentsuccess.ufl.edu/> for resources that support your success as a UF student.
- [Public Speaking Lab](#): (Dial Center, 501 Rolfs Hall). Offering online and in-person help developing, organizing, and practicing oral presentations. Contact email: [publicspeakinglab@clas.ufl.edu](mailto:publicspeakinglab@clas.ufl.edu).
- UF Whole Gator Resources: Visit <https://one.ufl.edu/whole-gator/discover> for resources that are designed to help you thrive physically, mentally, and emotionally at UF.