

## **THE BUSINESS LAW BRIEF**

The American University Washington College of Law *Business Law Brief* is a student-run publication devoted to articles discussing the synergy between the legal profession and the business community. The *Brief* showcases the expertise and resources of academic and legal professionals, as well as that of the Washington College of Law, by providing its readers with interesting articles on significant current developments in business law and related fields. Recent topics have included the real estate crisis, emerging global markets, international trade and antitrust, communications, healthcare, and energy.

### **Submissions:**

The *Business Law Brief* accepts submissions from legal professionals and the academic legal community including WCL students, faculty, and alumni. Once an issue topic has been selected, students are requested to submit an article proposal before writing an article for the *Brief*. If you would like to submit an article to the *Business Law Brief*, please contact us by email at [businesslawbrief-editor-in-chief@wcl.american.edu](mailto:businesslawbrief-editor-in-chief@wcl.american.edu). Please attach to the article submission a short cover letter containing your home address, phone number, and email address. You may expect to receive a response from a staff member within two weeks of the submission date.

### **Staff Applications:**

The *Business Law Brief* is currently accepting applications for Junior and Senior Editor positions. The positions will involve (but are not limited to) the following: editing, blue booking, source checking, various administrative tasks, soliciting authors, and assisting with the Business Law Symposium.

Junior and Senior Editors will have the opportunity to train for Executive Board positions for the following year, including Editor-in-Chief, Managing Editor, Executive Editor, Business Editor, Symposium Director, Executive Articles Editor and four Articles Editors.

**Application Process:** Students interested in obtaining a staff position must complete the following:

1. **2009/2010 Staff Application Form:** located on the next page of this handout
2. **Letter of Interest:** 1 page typed, 12pt font, 1 inch margins, single-spaced, indicating:
  - Your interest and background (academic or professional) in business law
  - Why you believe you would be an asset to the *Brief*. If applicable, please include any relevant skills or experience you believe will contribute to our publication (*e.g.- marketing, writing, publication, etc...*)
3. **Resume:** we look at resumes in order to gauge your business, writing, and/or editing experience.
4. **Citation Quiz:** Please log onto Westlaw's TWEN page and enroll in "*WCL Business Law Brief Spring Application.*" There you will find a 23 question citation quiz. You will not be timed but should expect to allot approximately one hour. Please figure out the correct forms of citation according to the *Bluebook*. Once completed your score will automatically be sent to our Managing Editor and will be evaluated with the other elements of your application.

**The first 3 items should be stapled and submitted to the Business Law Brief Office (615A) by 5pm on Thursday, April 30<sup>th</sup>, 2009. Citation quizzes must be completed online by the deadline for your score to be considered.**

**BUSINESS LAW BRIEF 2009/2010 STAFF APPLICATION**

NAME: \_\_\_\_\_

EMAIL: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

\_\_\_\_\_

**POSITIONS:** please check the positions for which you would like to be considered.

Editorial Staff Positions:

Junior Editor – (2-3 hours/week) – 2009/2010 academic year

Senior Editor – (2-3 hours/week) – 2009/2010 academic year

**COMMITMENTS:** Please answer with your *expected commitments for the fall & spring semesters of next year.*

1) I am a full time / part time (*circle one*) student at WCL.

2) I am currently a 1L / 2L / 3L (*circle one*) student.

3) I expect to graduate on this date: \_\_\_\_\_.

4) I am enrolled/plan to enroll in \_\_\_\_\_ hours of classes for Fall '09.

I plan to enroll in \_\_\_\_\_ hours of classes for Spring '10.

5) I plan to participate in the following at WCL for Fall and/or Spring of next year (i.e., SBA, clinic, journal, etc...):

Activity (& position):

Average hours per week:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6) Employment: I plan to work \_\_\_\_\_ hours per week at a job/externship next year.

If accepted onto the staff, I would be interested in writing an article for publication in the *Brief*.

(Please note, this is for informational purposes only and will not affect your application status)

Yes \_\_\_\_\_

No \_\_\_\_\_

**APPLICATION DEADLINE: THURSDAY, APRIL 30<sup>th</sup> by 5:00pm!!**

**Please staple your Resume and Letter of Interest to this completed form. There will be a collection envelope on the bulletin board next to the Business Law Brief office (room 615A). Please remember that the online TWEN Citation Quizzes must also be completed by this deadline.**

If you have any questions regarding the application process, please e-mail the Managing Editor at: [businesslawbrief-managing-editor@wcl.american.edu](mailto:businesslawbrief-managing-editor@wcl.american.edu).