

# TABLE OF CONTENTS

---

|                       |   |
|-----------------------|---|
| ACKNOWLEDGMENTS ..... | V |
|-----------------------|---|

|                          |          |
|--------------------------|----------|
| <b>Introduction.....</b> | <b>1</b> |
|--------------------------|----------|

|                                                                       |   |
|-----------------------------------------------------------------------|---|
| 1. You Know More than You Think You Know, but You Need Direction..... | 1 |
| 2. Why Students Do Poorly Their First Year.....                       | 4 |
| 3. Stop Worrying What to Do and Use This Book as a Checklist .....    | 5 |
| 4. Things You Don't Need to Worry About .....                         | 6 |
| A. Law School Static .....                                            | 6 |
| B. The Grading Curve .....                                            | 6 |
| C. Class Participation .....                                          | 7 |
| D. Your Intelligence .....                                            | 8 |
| E. Accommodations .....                                               | 8 |

|                             |           |
|-----------------------------|-----------|
| <b>FIRST SEMESTER .....</b> | <b>11</b> |
|-----------------------------|-----------|

|                       |           |
|-----------------------|-----------|
| <b>Week One .....</b> | <b>13</b> |
|-----------------------|-----------|

|                                                                                                         |    |
|---------------------------------------------------------------------------------------------------------|----|
| 1. Make a Set Schedule Every Week.....                                                                  | 13 |
| A. The Goals of a Schedule .....                                                                        | 14 |
| i. Keeping on Track.....                                                                                | 14 |
| ii. Keep You Studying Enough .....                                                                      | 15 |
| iii. Using Your Time Effectively .....                                                                  | 15 |
| B. How to Put Your Schedule Together .....                                                              | 17 |
| C. Now Try to Follow the Schedule to the Letter (You Will Evaluate How Effective It Was Next Week)..... | 19 |
| D. Alternative Schedule Idea.....                                                                       | 20 |
| 2. Social Events .....                                                                                  | 20 |
| A. You Need Friends .....                                                                               | 21 |
| B. Significant Others .....                                                                             | 21 |
| C. You'll Get Weird.....                                                                                | 21 |
| D. These People Will Know You in Practice .....                                                         | 21 |
| E. A Caveat—Don't Overdo It .....                                                                       | 22 |
| 3. How to Read a Case.....                                                                              | 22 |
| 4. Brief Each Case .....                                                                                | 26 |
| A. What's the Point of a Case Brief? .....                                                              | 26 |

|                        |                                                                  |           |
|------------------------|------------------------------------------------------------------|-----------|
| B.                     | What Parts You'll Need for Class .....                           | 27        |
| C.                     | Parts You'll Need for Exam.....                                  | 28        |
| 5.                     | How to Take Notes .....                                          | 29        |
| A.                     | Taking Your Notes.....                                           | 29        |
| B.                     | Reviewing Your Notes .....                                       | 29        |
| 6.                     | How to Approach Legal Writing.....                               | 32        |
| <b>Week Two.....</b>   |                                                                  | <b>35</b> |
| 1.                     | Make Schedule.....                                               | 35        |
| A.                     | How to Figure out Where Your Time Is Going .....                 | 37        |
| B.                     | What to Do if You Get off Schedule .....                         | 38        |
| i.                     | Getting Sick.....                                                | 39        |
| ii.                    | Children.....                                                    | 39        |
| 2.                     | Continue to Brief .....                                          | 40        |
| 3.                     | Ask and Answer Relevant Questions in Class .....                 | 40        |
| A.                     | The Importance of Participation.....                             | 41        |
| B.                     | How to Approach a Professor's Office Hours .....                 | 41        |
| C.                     | Preparing to Meet Your Professor During Office<br>Hours .....    | 42        |
| 4.                     | Review Your Notes .....                                          | 43        |
| 5.                     | Consider a Study Group.....                                      | 43        |
| A.                     | What a Study Group Is for, and How to Avoid<br>Conflicts.....    | 43        |
| B.                     | Study Group Contract .....                                       | 44        |
| <b>Week Three.....</b> |                                                                  | <b>47</b> |
| 1.                     | Make Schedule.....                                               | 47        |
| A.                     | Add Study Group Time to Your Schedule (if You Join<br>One) ..... | 47        |
| B.                     | Add Outlining Time to Your Schedule (Discussed<br>Below).....    | 47        |
| 2.                     | Continue to Brief .....                                          | 48        |
| 3.                     | Start Your Outlines.....                                         | 48        |
| A.                     | What Is the Point of an Outline? .....                           | 50        |
| B.                     | What Should You Include in Your Outline? .....                   | 50        |
| i.                     | What Your Instructor Communicates as<br>Important .....          | 50        |
| ii.                    | Black Letter Law with Elements and Exceptions .....              | 50        |
| iii.                   | Any Instructions About Analysis Skills .....                     | 51        |
| iv.                    | Examples and Non-Examples of Each Concept .....                  | 51        |

|                       |                                                                       |           |
|-----------------------|-----------------------------------------------------------------------|-----------|
| v.                    | Question Checklists .....                                             | 51        |
| vi.                   | How to Memorize the Black Letter Law .....                            | 52        |
| a.                    | Low Tech Encodes.....                                                 | 54        |
| b.                    | My Favorite Low Tech Encode .....                                     | 54        |
| c.                    | You Can Make up a Sentence to Remember<br>the Elements of a Law ..... | 55        |
| d.                    | You Can Remember the Necessary Elements<br>with a Word .....          | 55        |
| e.                    | Mind Maps.....                                                        | 55        |
| f.                    | Spaced Repetition .....                                               | 56        |
| g.                    | Memory Palace (Method of Loci).....                                   | 57        |
| C.                    | What Information Do You Need from the Cases for the<br>Outline? ..... | 58        |
| D.                    | What Does a Terrible Outline Look Like? .....                         | 60        |
| E.                    | What Does a Good Outline Look Like? .....                             | 62        |
| F.                    | Commercial Materials/Other Student Outlines .....                     | 64        |
| G.                    | How Your Good Outline Will Help on the Exam .....                     | 64        |
| 4.                    | Review Your Notes .....                                               | 66        |
| 5.                    | Legal Writing Assignment to Tutor/Professor.....                      | 66        |
| <b>Week Four.....</b> |                                                                       | <b>67</b> |
| 1.                    | Make Schedule.....                                                    | 67        |
| A.                    | Suggestions to Speed up Your Reading.....                             | 67        |
| 2.                    | Continue to Brief .....                                               | 68        |
| 3.                    | Continue Outlines .....                                               | 68        |
| A.                    | Complete One Syllabus Section in Each Class.....                      | 68        |
| 4.                    | Ask Relevant Question in Class or Go to Office Hours.....             | 69        |
| A.                    | Email .....                                                           | 69        |
| 5.                    | Review Your Notes .....                                               | 70        |
| 6.                    | Law School Stress.....                                                | 70        |
| A.                    | Where's the Stress Coming from?.....                                  | 70        |
| B.                    | Stress Test.....                                                      | 71        |
| C.                    | Symptoms.....                                                         | 72        |
| D.                    | Coping.....                                                           | 72        |
| <b>Week Five.....</b> |                                                                       | <b>75</b> |
| 1.                    | Make Schedule.....                                                    | 75        |
| 2.                    | Continue to Brief .....                                               | 75        |
| 3.                    | Continue Outlines .....                                               | 76        |
| A.                    | Complete Second Issue for Each Class.....                             | 76        |

---

|                                                                             |           |
|-----------------------------------------------------------------------------|-----------|
| 4. Review Your Notes .....                                                  | 76        |
| 5. Backup Your Computer.....                                                | 76        |
| <b>Week Six.....</b>                                                        | <b>77</b> |
| 1. Make Schedule.....                                                       | 77        |
| A. State of the Union.....                                                  | 77        |
| 2. Continue to Brief .....                                                  | 78        |
| 3. Continue Outlines .....                                                  | 78        |
| A. Complete Third Issue for Each Class.....                                 | 78        |
| 4. Ask Relevant Question or Go to Office Hours .....                        | 78        |
| 5. Review Your Notes .....                                                  | 78        |
| <b>Week Seven.....</b>                                                      | <b>79</b> |
| 1. Make Schedule.....                                                       | 79        |
| 2. Continue to Brief .....                                                  | 79        |
| 3. Continue Outlines .....                                                  | 79        |
| A. Complete Outline Necessary for Midterm .....                             | 79        |
| B. Check Outline with Academic Success.....                                 | 80        |
| 4. Review Your Notes .....                                                  | 80        |
| 5. How to Approach a Midterm if You Have One .....                          | 80        |
| A. Take It Seriously Because It Is the Best Practice<br>Available .....     | 80        |
| B. Go over It by Yourself by Reading Professor's<br>Comments and Score..... | 80        |
| C. Go over It with Your Professor .....                                     | 81        |
| 6. Backup Computer.....                                                     | 82        |
| 7. Legal Writing Assignment to Tutor/Professor.....                         | 82        |
| <b>Week Eight .....</b>                                                     | <b>83</b> |
| 1. Make Schedule.....                                                       | 83        |
| A. Add Practice Question Time .....                                         | 83        |
| 2. Continue to Brief .....                                                  | 84        |
| 3. Continue Outlines .....                                                  | 84        |
| A. Complete as Much Material as Covered in Class.....                       | 84        |
| 4. Practice Questions.....                                                  | 85        |
| A. Focus on Black Letter Law .....                                          | 85        |
| 5. Ask Relevant Question.....                                               | 85        |
| 6. Review Your Notes .....                                                  | 85        |

## TABLE OF CONTENTS

xv

|                                                                                                                                    |               |
|------------------------------------------------------------------------------------------------------------------------------------|---------------|
| <b>Week Nine</b> .....                                                                                                             | <b>87</b>     |
| 1. Make Schedule.....                                                                                                              | 87            |
| 2. Continue to Brief.....                                                                                                          | 87            |
| 3. Continue Outlines .....                                                                                                         | 87            |
| 4. Practice Questions.....                                                                                                         | 88            |
| A. How Professors Write Questions .....                                                                                            | 88            |
| B. Getting a Read on Your Professor's Exam .....                                                                                   | 88            |
| 5. Review Your Notes .....                                                                                                         | 89            |
| 6. Backup Computer.....                                                                                                            | 89            |
| <br><b>Week Ten</b> .....                                                                                                          | <br><b>91</b> |
| 1. Make Schedule.....                                                                                                              | 91            |
| A. State of the Union.....                                                                                                         | 91            |
| B. Finding Time.....                                                                                                               | 92            |
| 2. Continue to Brief.....                                                                                                          | 92            |
| 3. Continue Outlines .....                                                                                                         | 92            |
| 4. Practice Questions (Medium Ones) .....                                                                                          | 92            |
| A. IRAC, and the Point of It .....                                                                                                 | 92            |
| i. Issue.....                                                                                                                      | 93            |
| ii. Rule.....                                                                                                                      | 94            |
| iii. Analysis .....                                                                                                                | 94            |
| iv. Conclusion .....                                                                                                               | 95            |
| B. Issues Are Created by Facts .....                                                                                               | 96            |
| C. Imagine Explaining This Situation to a Client, Not<br>Another Lawyer or Your Professor.....                                     | 96            |
| D. Seek out and Use Questions Provided by Your<br>Professors (and Questions from Academic Success or<br>Commercial Materials)..... | 97            |
| 5. Ask Relevant Question or Go to Office Hours .....                                                                               | 98            |
| 6. Review Your Notes .....                                                                                                         | 98            |
| 7. Legal Writing Assignment to Tutor/Professor.....                                                                                | 98            |
| <br><b>Week Eleven</b> .....                                                                                                       | <br><b>99</b> |
| 1. Make Schedule.....                                                                                                              | 99            |
| 2. Continue to Brief (Consider Moving to Book-Briefing).....                                                                       | 99            |
| A. What Book-Briefing Looks Like .....                                                                                             | 99            |
| B. Drawbacks of Book-Briefing .....                                                                                                | 101           |
| 3. Continue Outlines .....                                                                                                         | 101           |

|     |                                                               |     |
|-----|---------------------------------------------------------------|-----|
| 4.  | Practice Questions (Medium Ones).....                         | 101 |
| A.  | How to Use Policy.....                                        | 101 |
| i.  | Policy in a Traditional Exam Question.....                    | 101 |
| ii. | Pure Policy Questions.....                                    | 102 |
| B.  | The Difference Between an “A” Answer and a “B”<br>Answer..... | 103 |
| C.  | How to Write Counterarguments.....                            | 104 |
| 5.  | Review Your Notes.....                                        | 104 |

## **Week Twelve ..... 105**

|      |                                                                    |     |
|------|--------------------------------------------------------------------|-----|
| 1.   | Make Schedule.....                                                 | 105 |
| A.   | Thinking About Exams.....                                          | 105 |
| B.   | Getting Ready for Thanksgiving.....                                | 106 |
| 2.   | Continue to Brief.....                                             | 106 |
| 3.   | Continue Outlines.....                                             | 106 |
| 4.   | Practice Questions (Long Ones).....                                | 106 |
| A.   | How to Write an Exam Answer.....                                   | 107 |
| i.   | The Classic Time Mistake.....                                      | 107 |
| ii.  | Incomplete and Inaccurate Rules.....                               | 108 |
| iii. | Failing to Use Exact and Specific Facts.....                       | 108 |
| iv.  | You Need to Clearly Connect the Facts.....                         | 109 |
| v.   | Terrible Ideas in Writing an Exam Answer.....                      | 111 |
| a.   | The Prologue.....                                                  | 111 |
| b.   | The Wrap-Up.....                                                   | 111 |
| B.   | First Steps to Writing an Exam Answer.....                         | 111 |
| C.   | When You Are Ready to Answer the Question.....                     | 113 |
| D.   | When You Are Ready to Write.....                                   | 114 |
| E.   | This Is an Example of What the Whole Thing Might<br>Look Like..... | 115 |
| F.   | How These Things Are Graded.....                                   | 118 |
| 5.   | Ask Relevant Question.....                                         | 120 |
| 6.   | Review Your Notes.....                                             | 120 |
| 7.   | Backup Computer.....                                               | 120 |

## **Thanksgiving Break..... 121**

|    |                                                     |     |
|----|-----------------------------------------------------|-----|
| 1. | Evaluate Where You Stand.....                       | 121 |
| 2. | Do Not Think That This Will Be a Work-a-Thon.....   | 122 |
| A. | Being Realistic About What Can Be Accomplished..... | 122 |
| B. | Dealing with Significant Others.....                | 122 |
| C. | Using Your Travel Time.....                         | 124 |

|                                                                          |     |
|--------------------------------------------------------------------------|-----|
| 3. Work Through Any Practice Questions That Haven't Been Completed ..... | 124 |
|--------------------------------------------------------------------------|-----|

**Week Thirteen ..... 125**

|                                                                                                      |     |
|------------------------------------------------------------------------------------------------------|-----|
| 1. Make Schedule.....                                                                                | 125 |
| 2. Finish Outlines .....                                                                             | 125 |
| A. Making "Attack Outlines" .....                                                                    | 125 |
| B. Using Your Outline as Answer Outline .....                                                        | 126 |
| C. How to Memorize Your Outline .....                                                                | 127 |
| 3. Practice Questions (Long Ones) .....                                                              | 127 |
| 4. Go to Office Hours/Review Sessions/Practice Tests .....                                           | 127 |
| A. Importance of Going to Practice Exams and Review Sessions Even if You Are Not Totally Ready ..... | 128 |
| 5. Review Your Notes .....                                                                           | 128 |
| 6. Backup Computer.....                                                                              | 128 |

**Exam Week ..... 129**

|                                                             |     |
|-------------------------------------------------------------|-----|
| 1. How You Should Be Studying.....                          | 129 |
| A. Memorizing .....                                         | 130 |
| B. Practice Questions.....                                  | 130 |
| C. Attack Outlines.....                                     | 130 |
| D. Flowcharts and Flashcards.....                           | 130 |
| E. Scheduling Your Study Time .....                         | 132 |
| i. Priorities.....                                          | 132 |
| ii. Find a Place to Study .....                             | 132 |
| iii. Splitting Your Time .....                              | 132 |
| F. What You Shouldn't Be Doing .....                        | 132 |
| i. All-Nighters.....                                        | 133 |
| ii. Typing up Your Notes Is a Common Mistake to Avoid ..... | 133 |
| 2. Multiple Choice Questions.....                           | 133 |
| A. "The Yellow Pad of Things I Do Not Know" .....           | 134 |
| B. Wrong Answer Choices on Multiple Choice Questions.....   | 134 |
| 3. Taking Care of Yourself .....                            | 136 |
| A. Stress.....                                              | 136 |
| B. Diet .....                                               | 136 |
| C. Sleep .....                                              | 136 |
| D. Exercise .....                                           | 137 |

|                                                                               |            |
|-------------------------------------------------------------------------------|------------|
| <b>Winter Break.....</b>                                                      | <b>139</b> |
| 1. Let It Go and Relax .....                                                  | 139        |
| <b>SECOND SEMESTER .....</b>                                                  | <b>141</b> |
| <b>Week One .....</b>                                                         | <b>143</b> |
| 1. Your First Semester Grades Do Not Define You.....                          | 143        |
| 2. Go over Your Exams.....                                                    | 144        |
| A. Diagnose What You Need to Work on .....                                    | 145        |
| 3. Meet with Professor Regarding Your Worst Exam .....                        | 145        |
| 4. Meet with Academic Success .....                                           | 146        |
| 5. Make Your Schedule (See Week One, First Semester).....                     | 146        |
| 6. Check-In with Career Services .....                                        | 146        |
| 7. Evaluating Last Semester .....                                             | 146        |
| <b>Week Two.....</b>                                                          | <b>153</b> |
| 1. Make Schedule.....                                                         | 153        |
| 2. Continue to Brief .....                                                    | 153        |
| 3. Ask Relevant Question.....                                                 | 154        |
| 4. Review Your Notes .....                                                    | 154        |
| <b>Week Three.....</b>                                                        | <b>155</b> |
| 1. Make Schedule.....                                                         | 155        |
| A. Meet with Professor from Second Worst Exam .....                           | 155        |
| B. Add Outline Time to Schedule.....                                          | 156        |
| 2. Continue to Brief .....                                                    | 156        |
| 3. Start Your Outlines .....                                                  | 156        |
| 4. Review Your Notes .....                                                    | 156        |
| <b>Week Four.....</b>                                                         | <b>157</b> |
| 1. Make Schedule.....                                                         | 157        |
| A. Meet with Professor from Best Exam (Unless More<br>than Three Exams) ..... | 157        |
| 2. Continue to Brief .....                                                    | 157        |
| 3. Continue Outlines .....                                                    | 157        |
| 4. Ask Relevant Question (Go to Office Hours) .....                           | 158        |
| 5. Review Your Notes .....                                                    | 158        |
| 6. Legal Writing Assignment to Tutor/Professor.....                           | 158        |
| <b>Week Five.....</b>                                                         | <b>159</b> |
| 1. Make Schedule.....                                                         | 159        |

## TABLE OF CONTENTS

xix

|                          |                                                         |            |
|--------------------------|---------------------------------------------------------|------------|
| 2.                       | Continue to Brief .....                                 | 159        |
| 3.                       | Continue Outlines .....                                 | 159        |
| 4.                       | Review Your Notes .....                                 | 159        |
| 5.                       | Choosing Classes for Next Year .....                    | 160        |
| A.                       | Thinking About the Bar Exam .....                       | 160        |
| B.                       | Thinking About What You Want to Practice .....          | 160        |
| C.                       | Thinking About Your Grades.....                         | 160        |
| 6.                       | Backup Your Computer.....                               | 161        |
| <b>Week Six.....</b>     |                                                         | <b>163</b> |
| 1.                       | Make Schedule.....                                      | 163        |
| 2.                       | Continue to Brief .....                                 | 163        |
| 3.                       | Continue Outlines .....                                 | 163        |
| 4.                       | Ask Relevant Question (Go to Office Hours) .....        | 163        |
| 5.                       | Review Your Notes .....                                 | 163        |
| <b>Week Seven.....</b>   |                                                         | <b>165</b> |
| 1.                       | Make Schedule.....                                      | 165        |
| 2.                       | Continue to Brief .....                                 | 165        |
| 3.                       | Continue Outlines .....                                 | 165        |
| 4.                       | Review Your Notes .....                                 | 165        |
| 5.                       | Backup Your Computer.....                               | 165        |
| 6.                       | Improving Your Exam Answers .....                       | 166        |
| A.                       | Keeping Ahead of the Curve .....                        | 166        |
| 7.                       | Legal Writing Assignment to Tutor/Professor.....        | 166        |
| <b>Week Eight .....</b>  |                                                         | <b>167</b> |
| 1.                       | Make Schedule.....                                      | 167        |
| A.                       | Prepare for Spring Break.....                           | 167        |
| 2.                       | Continue to Brief .....                                 | 168        |
| 3.                       | Continue Outlines .....                                 | 168        |
| 4.                       | Practice Questions (Short Ones) .....                   | 168        |
| 5.                       | Ask Relevant Question.....                              | 168        |
| 6.                       | Review Your Notes .....                                 | 168        |
| 7.                       | Writing Your Own Questions .....                        | 168        |
| <b>Spring Break.....</b> |                                                         | <b>169</b> |
| 1.                       | Evaluate Where You Stand .....                          | 169        |
| 2.                       | Do Not Think That This Will Be a Work-a-Thon.....       | 169        |
| 3.                       | Work Through Practice Questions You Didn't Get to ..... | 170        |

|                                                     |            |
|-----------------------------------------------------|------------|
| <b>Week Nine.....</b>                               | <b>171</b> |
| 1. Make Schedule.....                               | 171        |
| 2. Continue to Brief.....                           | 171        |
| 3. Continue Outlines .....                          | 171        |
| 4. Practice Questions (Short Ones) .....            | 171        |
| 5. Review Your Notes .....                          | 172        |
| 6. Backup Your Computer.....                        | 172        |
| 7. Legal Writing Assignment to Tutor/Professor..... | 172        |
| <b>Week Ten.....</b>                                | <b>173</b> |
| 1. Make Schedule.....                               | 173        |
| 2. Continue to Brief.....                           | 173        |
| 3. Continue Outlines .....                          | 173        |
| 4. Practice Questions (Medium Ones).....            | 173        |
| 5. Ask Relevant Question (Go to Office Hours) ..... | 174        |
| 6. Review Your Notes .....                          | 174        |
| 7. Meditation.....                                  | 174        |
| <b>Week Eleven.....</b>                             | <b>175</b> |
| 1. Make Schedule.....                               | 175        |
| 2. Continue to Brief.....                           | 175        |
| 3. Continue Outlines .....                          | 175        |
| 4. Practice Questions (Medium Ones).....            | 175        |
| 5. Review Your Notes .....                          | 176        |
| 6. Backup Your Computer.....                        | 176        |
| 7. Legal Writing Oral Arguments .....               | 176        |
| <b>Week Twelve .....</b>                            | <b>177</b> |
| 1. Make Schedule.....                               | 177        |
| 2. Continue to Brief.....                           | 177        |
| 3. Continue Outlines .....                          | 177        |
| 4. Practice Questions (Long Ones) .....             | 177        |
| 5. Ask Relevant Question.....                       | 178        |
| 6. Review Your Notes .....                          | 178        |
| 7. Finding the Holes in Your Prior Exams .....      | 178        |
| <b>Week Thirteen .....</b>                          | <b>179</b> |
| 1. Make Schedule.....                               | 179        |
| 2. Finish Outlines .....                            | 179        |
| 3. Practice Questions (Long Ones) .....             | 179        |

## **TABLE OF CONTENTS**

**xxi**

|                                                     |            |
|-----------------------------------------------------|------------|
| 4. Go to Office Hours .....                         | 179        |
| 5. Review Your Notes .....                          | 180        |
| 6. Backup Your Computer.....                        | 180        |
| <b>Exam Week .....</b>                              | <b>181</b> |
| 1. How You Should Be Studying.....                  | 181        |
| A. Evaluate Last Term's Reading Week .....          | 181        |
| B. Scheduling Exam Time .....                       | 182        |
| 2. Remember What You Shouldn't Be Doing.....        | 182        |
| 3. Practice Questions and Memorizing Outlines ..... | 182        |
| <b>SUMMER.....</b>                                  | <b>183</b> |
| <b>PRACTICE QUESTIONS.....</b>                      | <b>185</b> |
| <b>Short Questions.....</b>                         | <b>187</b> |
| <b>Medium Questions.....</b>                        | <b>203</b> |
| <b>Long Questions.....</b>                          | <b>217</b> |
| <b>Short Question Answers .....</b>                 | <b>223</b> |
| <b>Medium Question Answers.....</b>                 | <b>241</b> |
| <b>Long Question Answers .....</b>                  | <b>273</b> |
| <b>BLANK SCHEDULE .....</b>                         | <b>293</b> |
| <b>INDEX.....</b>                                   | <b>295</b> |