

2023 Transfer GW Law Journal Competition Instructions

Thank you for your interest in journal membership at The George Washington University Law School. This competition is the only way to secure membership on a journal. Only rising 2Ls may participate in the competition.

The Transfer Journal Competition will begin on Thursday, August 17, at 9:00 AM ET and end on Monday, August 21, at 9:00 AM ET. The competition *must* be submitted during this window. **Any late submissions will be disqualified with no exception.** If an emergency does arise, requests for extensions should be directed to the Journal Competition Administration.

This Competition is designed to be completed in two eight-hour workdays. However, competitors are given 96 hours to complete the Competition to promote flexibility and accessibility. Because of this, accommodation requests for extended time will not be granted outside of emergency situations.

These instructions are definitive. If you have heard anything that conflicts with these rules, you should disregard that information and follow these rules. If you have any questions, please email gwjournalcompetition@law.gwu.edu as soon as possible to resolve the issue.

I. REGISTRATION	1
II. QUESTIONS ABOUT THE COMPETITION	1
III. COMPETITION PARTS	2
Part I. Table of Sources	2
Part II. Markup Edit	2
Part III. Case Analysis	3
IV. COMPETITION SUBMISSION	4
V. ACADEMIC INTEGRITY	5

I. REGISTRATION

You must register for the competition by completing [this registration form](#). The registration form is also accessible through the “2023 GW Law Journal Competition” TWEN page. You must submit a completed registration form by **Wednesday, August 16 at 11:59 PM EST.**

II. QUESTIONS ABOUT THE COMPETITION

Read these instructions carefully. Your competition file must conform to these requirements, and failure to follow instructions *will result in penalties*. Questions should be

addressed to gwjournalcompetition@law.gwu.edu. Remember, the Journal Competition Administrators *cannot* answer any “substantive” question once the competition has begun. Feel free to ask your question anyway, but know that the Administrators may always decline to answer. If an answer or clarification provides information that the other competitors also need to know, the Administrators will send out an email to all competitors.

To remove metadata, please consult the Metadata Removal Instructions posted on the TWEN page under “Competition Information.” You are also permitted to contact GW IT support for help with technical problems you experience during the competition, including metadata removal issues.

III. COMPETITION PARTS

Part I. Table of Sources:

The first component of the competition is a Table of Sources. You must provide a citation in the template’s table for each source in the Competition Packet. **You must provide the citations in the row number that matches the source number on the sources**, i.e., you must list them in order. You must abide by the citation rules for **academic documents**, which can be found in the **Whitepages** of the Bluebook. **You should NOT include pincites in the Table of Sources.**

If you feel the Bluebook is ambiguous on an issue, you must use your judgment to craft the best citation in conformance with the rules of the Bluebook. Err on the side of the default rule. You may only include *one* citation per row (i.e., do not include multiple citations).

Part II. Markup Edit:

The second component of the competition is a redline “markup” edit of a section of a journal Article. **Complete Part II with “Track Changes” turned on.** This is the only section that you should edit using Track Changes turned on. Failure to use Track Changes in this section OR using Track Changes in Part I or Part III will result in a penalty.

In this part, you will (1) correct the citation errors, (2) flag any substantiation issues, and (3) correct grammar, spelling, style, and other similar errors.

a. Correct Citation Errors

Correct citation errors “below the line” in the footnotes of the essay. Abide by the citation rules for academic documents, which can be found in the Whitepages of the Bluebook. Your edits should include corrections for appropriate typeface, completeness, and general Bluebook compliance. **Assume that all citations are correctly pincited and that all signals are correct** (i.e. do NOT edit these elements). Additionally, **do not provide an explanation of or justification for your edits.**

If a citation requires information that is not provided in the template, write the word “NEEDS” and the type of information that is missing within brackets where the missing information should appear in the citation. You are not expected or allowed to include the actual missing information as you are not permitted to look up any of these sources.

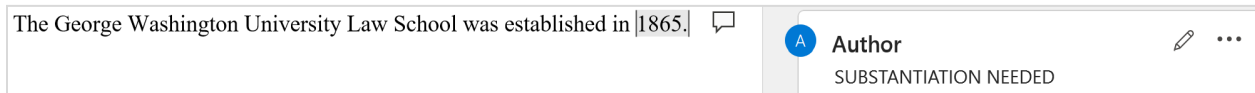
Example 1: *Yellow v. Blue*, 12 U.S. 34, 56 [NEEDS YEAR].

Example 2: If a citation is missing a period, you should just add a period with Track Changes enabled. You should *not* write [NEEDS PERIOD] because you do not require external information in order to make that correction.

b. Flag Substantiation Issues

“Substantiation” is authoritative support for an author’s assertion. **If you believe that the author needs to add a footnote citation to support their assertion in the text, highlight the word immediately preceding the needed citation and insert a comment bubble stating “SUBSTANTIATION NEEDED.”** Comment bubbles should only be used to flag an assertion that needs citation support, and should not be used elsewhere in the competition. Do NOT include any text in the comment bubble other than the words “SUBSTANTIATION NEEDED.”

Example:



c. Correct grammar, spelling, style, and other similar errors.

Correct grammar, spelling, style and other similar mistakes “above the line” in the body of the essay. Only change incorrect instances. Do NOT rewrite the essay and put it in your own words.

Example: ~~Who's~~ Whose laptop is this?

Part III. Case Analysis:

The final component of the competition is a Case Analysis of “Source 1” from the Competition Packet. You should objectively present the facts, procedural posture, issues, and legal reasoning of the holding, as well as analyze the various opinions included in the source. **You should NOT engage in a subjective discussion of your personal opinions regarding the case.**

Your Case Analysis, including citations, must not exceed 750 words. The title, “Part III – Case Analysis,” does not count against the word count. Your entire Case Analysis must be typed, double-spaced, in 12-point Times New Roman font, and left-justified. **You will receive a penalty if you exceed 750 words.**

Abide by the citation rules for **court documents**, which can be found in the **Bluepages** of the Bluebook. **Only cite to Source 1 as this is a closed packet competition.** While you may cite sources cited in Source 1, *you may NOT look up any of these sources.*

The Case Analysis is evaluated for both substantive quality of analysis and stylistic considerations, including organization, grammar, punctuation, spelling, and proper citations. Graders consider the accuracy and clarity of your explanation of the court’s holding and legal reasoning, your legal analysis, and your writing style and grammar. **Journals will receive Part III and may use it as a writing sample if they choose.**

IV. COMPETITION SUBMISSION

You MUST adhere to the submission rules outlined below; otherwise, you will receive a penalty or face potential disqualification.

1. Identification: Do NOT write your name anywhere on the competition submission. Make sure your GWID appears in the upper right-hand corner of the header on every page of your Competition Template (e.g., G12345678). Failure to type your correct GWID on your competition will result in a penalty. Use your GWID to sign the pledges.
2. Metadata: Remove the metadata from your competition file (i.e., your name), but ensure that the tracked changes in Part II are maintained. Failure to do so will result in a penalty. Please see the Metadata Removal Instructions on the TWEN page. To ensure you do not accidentally remove track changes, we recommend saving a duplicate version of the competition before removing metadata.
3. Electronic Submission: All competitions MUST be submitted electronically through the “2023 GW Law Transfer Journal Competition” TWEN page by the deadline. **Name your competition file ONLY your GWID Number (e.g., “G1234567”).**

The competition must be submitted by Monday, August 21 at 9:00 AM ET. ****Late competitions will NOT be accepted. If you submit your competition late, you WILL be disqualified with no exceptions.****

Do not wait until the last minute to submit your competition file; the TWEN page will likely be slow due to high volume, and you should be prepared for this. **Difficulty in submitting to TWEN is NOT a valid excuse for a late submission. You are permitted and encouraged to submit your file more than once.** We recommend submitting periodically to ensure you submit on time. **Only the final file submitted within the time limit will be graded.**

In the event of a widespread TWEN outage, you should submit your competition to gwjournallcompetition@law.gwu.edu. This form of submission will *only* be valid in the event of widespread TWEN outage, which you will be notified of by either the Journal Competition Administration or TWEN. In the rare event an email submission is necessary, that email submission must also be sent before the deadline.

4. Submission Format: You *must* use the Competition Template provided on TWEN. Failure to do so will result in either penalty or disqualification. All documents submitted should be in a ".docx" or ".doc" format (i.e., Microsoft Word). **Do not submit documents in “Pages” or “.pdf” formats. Submissions containing a corrupted file or the wrong document will not be accepted.**
5. Pledge of Honesty: You must sign the pledge of honesty using your GWID.

6. Retention: Retain a copy of your competition submission until you are notified to delete your submission and materials. The Journal Competition Administrators will notify you once processing is complete, and you will then be required to delete all competition materials. Please note, your competition score will never be disclosed to you, and you will not be able to review the evaluations of your competition.

V. ACADEMIC INTEGRITY

1. Outside Research and Assistance are Strictly Prohibited.

- a. During the competition, you may only consult, use, or otherwise reference: (1) the Competition Packet and Competition Template, (2) a dictionary (including a computer spell-check program); (3) a print (hardcopy) version of The Bluebook (21st ed.); and (4) an online version of The Bluebook (21st ed.). Consulting any other materials constitutes a violation of the GW University Law School Academic Integrity Code. **Use of any other outside source is grounds for disqualification from this competition and for sanctions under The George Washington University Policy on Academic Dishonesty.**
- b. You **may not consult any other sources**, including outside sources referenced by the Competition Packet. So, if Source 2 includes a citation to *Siegel v. Smith*, 19 U.S. 2460 (1999), you cannot look up *Siegel v. Smith* because that case itself is not included in your Competition Packet.
- c. **You may not consult any handouts you received** in any of your law school courses, and you may not consult any “tip sheets” distributed by student organizations or any other individual. You may not consult any of your own notes from classes, tip sessions, etc.
- d. You may not use citation correction software or websites of any kind (aside from the electronic Bluebook website).
- e. At no time may you review a journal competition submission from a competitor in this competition or from a previous year. This restriction applies even prior to the start of the competition. You also may not share your competition submission with any student after the competition, such as students who may compete in the journal competition in future years. **You are required to delete all competition materials when prompted to do so by the Competition Administrators.**

2. Collaboration is Strictly Prohibited.

- a. You must complete this competition on your own. Consultation with anyone is strictly forbidden. You may not show your Competition Packet or Template to anyone, nor may you discuss any part of the competition with anyone. Collaboration with anyone is grounds for disqualification from this competition and for sanctions under The

George Washington University Policy on Academic Dishonesty.

- b. If, during the course of the competition, you have any questions regarding Academic Integrity, you may consult the GW University Law School Academic Integrity Code and/or Citing Responsibly: A Guide to Avoiding Plagiarism, a pamphlet distributed by the Law School's Committee on Academic Integrity. You should also reach out to the Journal Competition Administration at gwjournalcompetition@law.gwu.edu.

(This is the end of the Competition Instructions.)