

Guide to Editing Course Descriptions in LawNet

1. Log into LawNet at www.law.columbia.edu/lawnet, using your CLS User ID and Password.
2. You will be taken to the following landing page; click on 'Submit Course Description'.

The screenshot shows the LawNet landing page with a search bar at the top. Below it are four main service categories: Registration Services, Student Services, Journals, and Admitted Students. Each category has a list of links. A red arrow points to the 'Submit Course Description' link under Registration Services. To the right, there are sections for LawNet, Information Technology, and Legal Practice Workshop, each with their own set of links. At the bottom right, there is a video player titled 'Greetings from Law School IT' with a play button and a progress bar.

3. Click on the title of the course description you wish to edit and you will be taken to this screen:

The screenshot shows the 'Submit Course Description' page. At the top, there is a navigation bar with 'My Services', 'My Courses', 'Student Records', 'RS Docs', and 'Test'. Below this is a 'Submit Course Description' header with a 'print this page' icon. The main content is a table of course sections for 'Spring 2017'. The first section is 'Administrative Law, L6204', Section 1, with 4.0 points, located at GRHL 104, MTW, 1:20 PM - 2:40 PM. It is marked as 'Published Update'. Below the table, there is a detailed view of the course information, including listing information, evaluation information, writing credit, registration limitations, prerequisite courses, and recommended courses. The 'DESCRIPTION' field contains text about administrative agencies. Below the description, there are 'LEARNING OUTCOME GOALS' with 'Primary Goals' and 'Secondary Goals' listed. At the bottom, there is another section for 'Reading Group on Law, Money, and Finance, L8491', Section 1, with 1.0 points, located at GRHL 722, W, 6:30 PM - 8:30 PM, also marked as 'Published Update'. On the right side of the page, there is a 'HELP' sidebar with sections for 'Learning Outcome Goals' and 'How to Submit Course Description?'. Below the sidebar, there is a video player showing a row of law books on a shelf.

4. Click on 'Update' in the top right hand corner and then click on 'Unpublish Course Profile' which will appear in the top right hand corner of the screen:

Submit Course Description

[print this page](#)

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Administrative Law
LAW -L6204 -001, Spring 2017
Points: 4.0
Instructor(s): Kessler, Jeremy
Location/Schedule: GRHL 104, MTW: 1:20 PM - 2:40 PM

Status:
Published

 **Unpublish Course Profile**
Please unpublish before making any changes.

[Click here to expand All sections](#)

LISTING INFORMATION

This course is listed in Upperclass Curriculum

This Course is listed under following Categories:

- Administrative Law and Public Policy
- First-year Electives

To modify categories please contact the Office of Registration Services.

EVALUATION INFORMATION (required)

Method of Evaluation: Type of Exam:

[Save](#)

REGISTRATION LIMITATIONS

WRITING CREDIT

Credits Type and Availability :

Minor [automatically upon consultation]

Major [only upon consultation].

Note:

[Save](#)

DESCRIPTION

Administrative agencies play a critical role in determining the obligations, entitlements, and quality of life of the American public. This course will introduce students to the constitutional and statutory frameworks that regulate administrative agencies in their exercise of this power. Focusing on the major federal agencies, we will consider the forms of agency action (e.g., rulemaking and adjudication) and the procedures required by the Administrative Procedure Act; the constitutional constraints that limit agency action; and the means used by Congress, the President, and the courts to control and review what agencies do.

[Edit](#)

LEARNING OUTCOME GOALS

Primary Goals

1. At the end of the course, students will have acquired understanding of administrative processes including: adjudication, rulemaking; agency interpretation of legislative and constitutional mandates; and the impact of judicial review.
2. At the end of the course, students will have acquired understanding of constitutional constraints on administrative action, including rights (due process, property, free expression) and structure (delegation, presidential control, limits on review).
3. At the end of the course, students will have acquired some understanding of the history of administrative law, and the role that political institutions and public policy debates play in shaping administrative law doctrine.

Secondary Goals

[Edit](#)

IMPORT FROM PREVIOUS TERMS

5. Edit your course information
6. When your revisions are complete, click on 'Publish Course Profile' in the top right hand corner of the screen:



print this page

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Administrative Law

LAW -L6204 -001, Spring 2017
Points: 4.0
Instructor(s): Kessler, Jeremy
Location/Schedule: GRHL 104, MTW: 1:20 PM - 2:40 PM

Status:
Unpublished
[+ Publish Course Profile](#)

[Click here to expand All sections](#)

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Upperclass Curriculum

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- Administrative Law and Public Policy
- First-year Electives

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EVALUATION INFORMATION (required)

Method of Evaluation: **Exam** ▼

Type of Exam: **Take Home** ▼

[Save](#)

REGISTRATION LIMITATIONS

Limitations: *(example: "3L students only")*

Prerequisite Courses:

Corequisite Courses:

Recommended Courses:

Constitutional Law

[Save](#)

WRITING CREDIT

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Minor [automatically upon consultation]

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Note:

[Save](#)

DESCRIPTION

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[Edit](#)

LEARNING OUTCOME GOALS