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## English for Legal Practice S-6.30

## 2012

Entry Dates 2012		Duration: 2 to 4 weeks	
<b>January</b> 3, 16, 30	<b>April</b> 10, 23	<b>July</b> 2, 16, 30	<b>October</b> 8, 22
<b>February</b> 13, 27	<b>May</b> 8, 21	<b>August</b> 13, 28	<b>November</b> 5, 19
<b>March</b> 12, 26	<b>June</b> 18	<b>September</b> 10, 24	<b>December</b> 3*

For groups, other dates can be arranged on request.

\* 2 or 3 weeks only

### Examination Dates if you elect to sit the International Legal English Certificate (ILEC)

12 May (closing date for entry 2 April), 15 September (closing date for entry 3 August), 17 November (closing date for entry 28 September). Additional ILEC examination dates are available each month, which may be offered at various centres throughout the world. Course participants wishing to take the exam may enrol at Anglo-Continental or any other approved centre. This exam is subject to a minimum number of candidates.

### 30 lessons per week

including:

**20 lessons** of structured English language tuition and practice in Intensive Course G-1.20\*

**10 lessons** in English for Legal Practice

### This course is designed for:

- legal practitioners and their assistants
- business executives, contractors and negotiators
- company secretarial and administrative staff who deal with legal matters
- students of law and business administration
- anyone intending to take the International Legal English Certificate (ILEC)

### The 10 specialised lessons cover the essential language used in areas such as:

- legal principles and practice
- international law
- legal concepts, rights and obligations
- negotiating contracts and agreements
- company and commercial law
- interviewing and advising clients
- considering evidence and preparing a brief
- presenting your case
- arguing points of law
- examination practice for the **International Legal English Certificate** (the number of lessons covering this area will vary according to the needs of the participants).

### Additional study:

Homework (written assignments, preparation and revision) is an integral part of the course. We also recommend that some time should be devoted to additional study in the Multi-Media Learning Centre. An extensive selection of computer programs, listening materials, CD Roms, films and reference material is available for private use, including free access to the Internet. Wireless Internet Access is also available on campus.

\* Course participants may elect to take their 20 lessons of general English language tuition in the Executive Centre (Course S-6.30E) with an average of 2 students (maximum 4) at extra cost. Full details are in the 2012 Prospectus on page 24.

<b>Language level</b>	: Intermediate to Advanced	
<b>Average group size</b>	: General English: 10 (maximum 15)	Specialised Tuition: 4 (maximum 6) From 21 May to 24 August: Specialised Tuition: 5 (maximum 8)
<b>Minimum age</b>	: 18 (no upper limit)	
<b>Further Information</b>	: Please refer to our 2012 Prospectus for fees and other information.	

## A TYPICAL WEEK'S TIMETABLE

English for Legal Practice - S-6.30

This timetable gives an indication of a typical week's programme. The nature and sequence of the various activities will change from week to week, and the content of the programme may vary in accordance with the needs of the participants.

	Monday	Tuesday	Wednesday	Thursday	Friday
<b>Lesson 1</b> 0845-0930	Grammar Study: Introduction and Practice of a new Structure	Text Study: Development of Vocabulary and Usage	Grammar Study: Dialogue Building	Text Study: Development of Vocabulary and Usage	Grammar Study: Revision and Practice of Structures
<b>Lesson 2</b> 0930-1015	Development of Listening Skills	Grammar Study: Revision and Practice of Structures	Language Laboratory: Pronunciation and Intonation	Grammar Study: Introduction and Practice of a new Structure	Development of Reading Skills
1015-1045 1015-1030	Morning Break Personal Teacher available for consultation				
<b>Lesson 3</b> 1045-1130	Development of Reading Skills Using Authentic Material	Oral Practice: Colloquial Speech and Idiomatic Expression	Fluency Development: Student Present- ations on Video	Oral Practice: Situational Dialogues	Development of Listening Skills
<b>Lesson 4</b> 1130-1215	Activating Vocabulary	Follow-up Activities including Reading and Writing	Analysis of Students' Recordings for Correction and Discussion	Development of Writing Skills: Guided Practice	Progress Test and Review
1215-1400 1330-1400	Lunch Break Multi-Media Learning Centre available				
<b>Lesson 5</b> 1400-1445*	Comprehension, Vocabulary and Discussion: The Legal Profession	Exam Practice for For the International Legal English Certificate (ILEC): Listening and Speaking	Oral Practice: Interviewing and Advising Clients	Exam Practice for For the International Legal English Certificate (ILEC): Reading and Writing	Reading and Speaking: Law Reform and Current Affairs
<b>Lesson 6</b> 1445-1530*	Fluency Development: Comparing Legal Systems		Integrated Skills: Examining Evidence and Preparing a Brief		Practical Workshop: Negotiating Contracts and Agreements
1530-1630	Multi-Media Learning Centre available				

\* **Specialised Programme** (These times may vary slightly and will be confirmed on the first day of your course)

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