

*To discover new
seas you have to
lose sight of
familiar shores...*



A HIGHLY PRACTICAL FIVE DAY COURSE

WHO SHOULD ATTEND ?

This course will be of benefit to lawyers in private practice, lawyers in banks and financial institutions, lawyers working in industry and government who work in English as a foreign language.



EMG Associates is an
accredited examination
centre for TOLES



WWW.EMGUK.NET

LEGAL ENGLISH SKILLS - ADVANCED *Legal English for experienced lawyers*

The legal profession has experienced tremendous changes in recent decades. Perhaps more than any other professional field it has felt the effects of globalization, as even common commercial transactions routinely require knowledge of Legal English and familiarity with English law.

EMG Associates' legal English advanced is specifically designed to prepare law students and legal professionals for the complex challenges of practicing law in the global legal village of the 21st Century.

The programme is designed for legal practitioners whose first language is not English and wish to study legal English and the principles of UK commercial and contract law.

Delegates should have an upper-intermediate to advanced level of English to get maximum benefit of this course.

This is a very intensive 1 week course (30 hours) intended to give busy working lawyers the opportunity to take time out of work to study.

PROGRAMME

Full five day programme

The Timetable is always flexible according to the academic needs and priorities of the delegates.

- Day 1
 - Welcome practical information language assessment
 - An introduction to legal English vocabulary session, comparing the UK and the USA
 - Forms of business (1): Limited companies (public and private) and LLPs
 - Forms of business (2): Partnerships and Sole Traders
- Day 2
 - The language of commercial contracts (1)
 - The language of commercial contracts (2)
 - Best practice in contract drafting (1)
 - Sources of law in the absence of a civil code
- Day 3
 - Company law/shares and share purchase agreement
 - Company law/the articles of association
 - Best practice in contract drafting (2)
 - The language of finance, banking and borrowing
- Day 4
 - Negotiating Skills
 - Negotiating practice session with feedback
 - The language of commercial contracts (3)
 - Accurate and modern letter writing (1)
- Day 5
 - Accurate and modern letter writing (2)
 - Company meetings
 - Review of the week sessions
 - The TOLES Advanced exam

Close of course

Our aim is to prepare lawyers to engage in the global legal market.

On completion of the course, delegates will be in a better position to:

- Use fundamental vocabulary derived from specific areas of law;
- Understand the specific vocabulary of the UK and US system;
- Grasp a better understanding of the style of formal written legal English and drafting;
- Gain more confidence in the register of spoken general English in a legal context;
- Broaden the awareness of the register used by lawyers when drafting and analysing contracts and other agreements;
- Understand legal collocation;
- Increase their ability to edit and correct legal documents more effectively;
- Avoid typical mistakes and bad habit in legal writing;
- Identify correct prepositions commonly used within a legal English framework.

Our Strategy

Our strategy is based on personalised learning, where we aim to develop the competence and confidence of every delegate by actively engaging them in the course. Using case studies and practical examples, the delegates will be provided with a thorough grounding in this field and will gain the confidence needed to engage effectively in the global legal market.