

Course title	Advanced Legal English 1				
Teacher(s)	CARPENTER Keith			開講区分	単位数
				1st semester	2.0
Numbering Code		Day · Period	Thurs2	Timetable Slot Code	1J290

#### Lesson topic

This course is the first part of a two semester course the aim of which is to develop high level technical skills required in international legal work in a business environment.

The focus will essentially be on reading skills but there will also be some discussion during classes and some listening activities inside and outside classes. There will be opportunities for students, if they wish, to do written work based on language / topics introduced in classes. This written work will be corrected but will not form part of the evaluation of students.

The course is aimed at students who already have a reasonably advanced level of general English ability.

#### Lesson target

By the end of the course, students

1. should have acquired a sound understanding of essential legal terminology and concepts so that they can begin to understand straightforward English legal documents
2. will have read extracts of a variety of contracts, statutes, case studies, legal articles and legal correspondence
3. will understand the level of formality required in different kinds of legal documents and correspondence
4. will have acquired a solid base on which to proceed to the second part of the course (second semester)

#### Syllabus and plan

There will be 15 classes. The following are the topics to be covered and approximate timetable:

1. Introduction, lawyers & legal work
2. Banking
3. Contract law
4. Employment law & tort law
5. Contracts
6. Business law
7. Company law
8. Revision
9. Lawyers & legal work II & Banking II
10. Contract law II
11. Employment law & tort law II
12. Contracts II & Business law II
13. Company law II.
14. Letter / email writing
15. Test

#### Evaluation method

Students will be assessed by written test.

#### Evaluation baseline

There will be an end of term test, which will test students' knowledge of the legal and business language and concepts covered during the course. The test will not require extensive writing.

#### Notice (include info. on related class)

Participating in the course will help prepare students wanting to take the TOLES legal English certification exam. Students intending to take this exam can receive extra support and training outside the scheduled classes.

#### Review and preparation

Students will be required to do significant amounts of reading and preparation work outside the classroom, with classroom time used primarily for review and discussion.

#### Office hour · Contact information

Contact details will be announced during classes

Message for student

In order to participate in the course, students will need to be assessed by informal interview to ensure that their starting level of English is adequate.

Improvements in Teaching

Text

Students will need to buy their own copy of the textbook but it will not be necessary to have the textbook for the first class at which the purchasing procedure will be explained. Other materials will be handed out at classes.

Lawyer's English Language Coursebook Second Edition / Catherine Mason : Global Legal English Ltd. ,2014  
, ISBN:9780954071462

Reference Material

Please see above

Classroom Language

English

Keywords

International lawyer