

Legal Skills through English SCHEDULE

Monday, 8 July 2024

<i>Time</i>	<i>Activity/Subject</i>
09:00-09.30	Arrival & Registration
09.30-09.40	Welcome and Introduction to the Course
09.40-10.00	Icebreaker/team building exercise
10.00-10.40	Civil Law v Common Law: Difference between both systems
10.40-11.00	<i>Tea/coffee Break</i>
11.00-12.00	Practical review of Legal English terminology
12.00-13.00	Professional Presentation Skills- Lecture
13.00-14.00	<i>Lunch</i>
14.00-16.00	Professional Presentation Skills Workshop 1 Oral Presentation Skills – the Essential Success Techniques
16.00	Conclusions
16.15-17.15	Welcome drinks reception at the Law Society

Tuesday, 9 July 2024

<i>Time</i>	<i>Activity/Subject</i>
09:15-09.30	Arrival & Registration
09.30-10.45	Client Interviewing and Advising Skills – Lecture General aspects, preparation tips, effective communication with clients, providing legal advice.
10.45-11.00	<i>Tea/coffee Break</i>

11.00-13.00	Professional Presentation Skills- Workshop 2 Learning-by-doing
13.00-14.00	<i>Lunch</i>
14.00-16.00	Client Interviewing & Advising- Workshop 1 Simulation – practising general interviewing techniques
16.00	Conclusions
16.30	<i>Optional tour of the Four Courts</i>

Wednesday, 10 July 2024

<i>Time</i>	<i>Activity/Subject</i>
09:15-09.30	Arrival & Registration
09.30-11.30	Professional Presentation Skills Workshop 3 Recording of Individual Presentations/Debates
11.30-11.50	<i>Tea/coffee Break</i>
11.50-13.00	Guest speakers
13.00-14.00	<i>Lunch</i>
14.00-16.00	Client Interviewing & Advising- Workshop 2 Simulation. Dealing with diversity: taking into account cultural and personality differences
16.00	<i>Conclusions</i>
Evening	Dinner & Irish dancing

Thursday, 11 July 2024

<i>Time</i>	<i>Activity/Subject</i>
09:15-09.30	Arrival & Registration
09.30-10.45	Negotiation skills- Lecture
10.45-11.00	<i>Tea/coffee Break</i>
11.00-13.00	Client Interviewing & Advising- Workshop 3 Recorded simulations
13.00-14.00	<i>Lunch</i>
14.00-16.00	Negotiation skills – workshop 1
16.00	Conclusions
16.00-17.00	Optional Mystery Event

Friday, 12 July 2024

<i>Time</i>	<i>Activity/Subject</i>
09:15-09.30	Arrival & Registration
09.30-10.45	Legal drafting – Workshop
10.45-11.00	<i>Tea/coffee Break</i>
11.00-13.00	Negotiation skills – Workshop 2
13.00-14.00	Lunch and conferral ceremony