

# The Legal Writing Academy



## Summary

### 1st Month

#### English Grammar

The first month will focus on the understanding of key items of English Grammar. The Tenses and Aspects, Prepositions and Reported Speech.

#### Persuasive Writing

Activities - Verb Phrase construction and exercises.

### 2nd Month

#### *Legal Writing*

- 1 - The Brief
- 2 - Storytelling
- 3 - IRAC
- 4 - Memos

Diving into the most important and basic elements of Legal Writing, our students will be introduced to some key documents and techniques for the creation of a winning brief. The activities will be related to the production of texts of any type, focused on the quality of legal reasoning and understanding of a case.

Storytelling is a highlight amid technical writing because it leads to a better exposition of facts and triggers the "I would like to know more" response.

The IRAC is the most famous type of Legal Reasoning within Anglo Saxon countries and it is the core of Legal Memos.

## 3rd Month

### *Plain English*

- 1 - Legal English
- 2 - Poetry
- 3 - Free Writing
- 4 - Reports

Focused on the development of the English language after some previous analysis of key concepts and legal documents the Course will take a turn into Plain English, which has brought light to a new understanding of what a Legal Text should be.

The new paradigm brings back topics such as Free Writing, Poetry, and other related writing techniques. Finding the best English in legal texts has improved access to justice and is important to be emphasised.

The Report is the most important Document to be produced by the students making use of the Reported Speech.

## 4th Month

### *International Contracts 1 - Drafting Contracts*

International Contracts and Drafting of similar Legal Instruments are a great part of the Course due to their importance within the business world and the development of every type of international practice of Law.

Styles, typography, clarity, the writers' checklist, term sheets, templates, design, and many other topics will be the focus of this stage. The main goal will be to draft a clear text to improve compliance and understanding.

Drafting Contracts has always been a hot topic and it is a lifetime achievement. During the Course the students will be asked to draft a wide variety of clauses, aiming to acquire a professional skill as a legal writer.

Also, term sheets and contract templates will be studied as important tools for writing.

Besides contracts the E-mail will be another focus of the topic, especially the ones related to business negotiations and communication among different parties.

## 5th Month

### *Productivity*

1. Topics
2. Essay Writing
3. Design for Legal Instruments

As the last point of the first phase of the Course the student will be able to draft a legal instrument that is clear, not only in relation to Legal English but presenting logical and elective arguments within a well thought design.

Essay writing will highlight the end of the Course bringing the student closer to the development of scientific articles in English.

The last Essay will get the student ready to dream about being part of the international academic world.

