



Intensive Legal English Course

Focus on speaking and writing skills

Brussels, 18-20 March 2020



Trainer

Stephen Dillon Weston, (B.A, L.L.B., R.S.A Cert. TEFL) has a degree in languages from University College, London and a degree in law from City University, London. He is a qualified teacher of English as a foreign language and has wide teaching experience.

Course Objectives

The principal objectives are:

- to expand participants' knowledge of legal English terminology;
- to encourage participants to speak and write in a clear, effective style; and
- to enable participants to learn more about the way English is used – and misused – in the institutions of the EU.

Event number
020L02

Organiser
Jaroslav Opravil (ERA)



With the support of the Erasmus+ programme of the European Union

Intensive Legal English Course

Wednesday, 18 March 2020

- 13:45 Welcome
- 14:00 **Introduction to legal English**
Writing: an email to a colleague
- 15:30 Coffee break
- 15:45 **Oral skills**
Exploring effective speaking
- 17:15 End of the first day

Thursday, 19 March 2020

- 09:30 **Legal writing**
Exploring plain English
- 11:00 Coffee break
- 11:15 **Civil liability: contract law**
Speaking and writing: negotiating a deal and writing contract clauses
- 12:45 Lunch
- 14:00 **Criminal law**
Writing: a motion to dismiss
- 15:30 Coffee break
- 15:45 **Civil liability: tort**
Speaking: discussing a legal position
- 17:15 End of the second day

Objective

Legal terminology is the focus of this course, which explores a wide range of topics: contract, torts, employment law and human rights. Participants work collaboratively on language tasks, enabling them to pool resources and making the learning process more rewarding and enjoyable.

This 'combined skills' course aims to allow participants to practise and improve their speaking and writing skills. The modern trend in English legal writing is to avoid the wordy, old-fashioned style with its unnecessary complexity and archaic language. Participants are encouraged to discover for themselves how to write in a way that is clear, accurate and easy to understand using the 'plain English' style that has become the professional standard.

This course also aims to develop participants' speaking skills in English by allowing them to explore and practise the language used, among other things, to express opinions, give advice and negotiate a deal. The emphasis is on communicating ideas in a clear, effective, modern style.

Participants will also be encouraged to explore the difference between the English which is used in the EU institutions and the language used by native speakers.

Who should attend?

This course is designed for speakers of English at an intermediate level or above who have a particular interest in the language of the law.

Your contact person



Jaroslav Opravil
Course Director -
Language & Judicial Training
E-Mail: JOpravil@era.int

Friday, 20 March 2020

- 09:30 **Civil and criminal procedure**
Speaking: briefing counsel
- 11:00 Coffee break
- 11:15 **Employment law**
Writing: a letter of advice
- 12:45 Lunch
- 14:00 **EU English**
Writing and speaking: identifying common errors and false friends
- 15:30 Coffee break
- 15:45 **Human rights**
Speaking: discussing a case
- 17:15 End of the course

Made-to-measure training

ERA also offers tailor-made courses in Brussels, Trier or as in-house training at your premises. Please feel free to contact us and we will help you find the best solution.

For programme updates: www.era.int
Programme may be subject to amendment.

What participants said last year

“Good organisation and interesting/enthusiastic speaker.”

“It’s very useful for my job.”

“Excellent approach, good practical examples and explanations.”

“A very rich course.”

“Well elaborated programme, very good teacher.”

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Data Protection in the European Institutions

4-5 February 2020 | Brussels

Annual Conference on EU Law in the Pharmaceutical Sector 2020

5-6 March 2020 | Brussels

Artificial Intelligence (AI) and Human Rights

12-13 March 2020 | Brussels

EU Legislative Procedure in Practice

23-25 March 2020 | Brussels

Annual Conference on European Data Protection Law 2020

26-27 March 2020 | Brussels

Career Issues in EU Civil Service Law

2-3 April 2020 | Brussels

Annual Conference on European Immigration Law 2020

27-28 April 2020 | Brussels

Investment Screening in the European Union

29-30 April 2020 | Brussels

Annual Conference on European Media Law 2020

28-29 May 2020 | Brussels

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Registration

Intensive Legal English Course

Brussels, 18-20 March 2020 / Event Number: 020L02



Registration

Fax: +49 (0) 651 93737-773

E-mail: info@era.int

Online registration:
www.era.int/?129473&en

Postal address:
ERA
Postfach 1640
D-54206 Trier

Location

L42
Rue de Loi 42
B-1040 Brussels

Contact Person

Jaroslav Opravil
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0049 651 9 37 37 841



Online registration:
www.era.int/?129473&en

I would like to register for the ERA event mentioned above.

Please update my address (see below) My address (above) is correct Please delete my address

PLEASE USE BLOCK CAPITALS:

Title	<input type="checkbox"/> Ms	<input type="checkbox"/> Mr	Other	<input type="text"/>
First Name	<input type="text"/>			
Surname	<input type="text"/>			
Organisation	<input type="text"/>			
Position	<input type="text"/>	Tel.	<input type="text"/>	
Department	<input type="text"/>			
E-Mail	<input type="text"/>			
Street	<input type="text"/>			
Postcode/City	<input type="text"/>	Country	<input type="text"/>	

Registration fee

Fee	Standard
Registration before 18/02/2020	€ 1071.00 <input type="checkbox"/>
Registration before 18/02/2020	€ 1190.00 <input type="checkbox"/>

Method of payment

- Credit card For registration with credit card payment please go to our website www.era.int/?128656en
- Cheque Cheque number
- Bank transfer

I will transfer the registration fee to ERA's account at Deutsche Bundesbank Saarbrücken:
IBAN: DE145900 00 00 00 58501900 – BIC: MARKDEF1590

Important! Please state your name and the event number on the bank transfer.

I confirm my registration and accept the general terms and conditions: www.era.int/legalnotice

Place, Date

Signature