

Syllabus

Subject

Subject / Group	20481 - English for Legal Purposes / 10
Degree	Degree in Law - Fourth year
Credits	6
Period	1st semester
Language of instruction	English

Professors

Lecturers	Office hours for students					
	Starting time	Finishing time	Day	Start date	End date	Office / Building
Aura Iris Canet Alibau aura.canet@uib.es						You need to book a date with the professor in order to attend a tutoring session.

Context

Tutorials: You need to pre arrange a time and a venue with the teacher. You can either use the tutorial Forum or contact via mail: aura.canet@uib.es

All information supplied through Campus Extens will have the same validity as this teaching guide

English language has become an essential competence in view of employment and career prospects. This elective course shall, therefore, be aligned with the wide range of English for specific purposes courses universities are offering as a reply to this increasing demand for professional English. EFLP aims to provide students with the language competence necessary to communicate effectively with clients and professionals in a legal environment and It is intended as a language training for future legal professionals within the context of an international legal practice.

Requirements

Essential requirements

~Essential requirements

Classes will be conducted in English. Therefore, an intermediate English competence, a B1 level as defined by the Common European Framework for language reference (http://www.coe.int/t/DG4/Portfolio/?M=main_pages/levels.html), is needed prior to course commencement.

The course syllabus is consistent with the B2 level in the Common European Framework for language reference. Upon successful course completion, students will have achieved and be accredited with the English competence required in order to obtain the UIB undergraduate degree within the new Bologna framework. Those students who can prove a B2 level (as defined by the Common European Framework) and hold any of the following certifications: First Certificate, BEC 2, BULATS 3, ESOL 7-8 shall address the "Comissió de reconeixement i transferència de credits" in order to be exempted from taking the course. The subject assumes a previous language competence of B1. Students scoring below a B1 level (language competence accomplished upon high school diploma and required for university access exams) may need longer hours of

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self-study. Those students shall be aware that it is their responsibility to reach the 'required' level prior to the beginning of the course. The university also provides rooms for language self-study (C13, Guillem Cifre de Colonya) open to the student body.

Essential

*Esta asignatura se impartirá íntegramente en inglés. Por ello, es esencial que el alumnado tenga un nivel intermedio de competencia en lengua inglesa (nivel B1 del Marco Europeo Común de referencia para las Lenguas antes del inicio de curso)

Los materiales de esta asignatura han sido seleccionados y diseñados teniendo en cuenta los descriptores de nivel B2 de Inglés (MCER) y, una vez aprobada, el alumnado tendrá por consiguiente acreditado el dominio de lengua inglesa que exige la UIB para obtener el Título de Grado.

El alumnado que no tenga el nivel B1 (nivel que el alumnado debe haber alcanzado al término de sus estudios de educación secundaria y el requerido para superar las pruebas de acceso a la universidad) de competencia en lengua inglesa encontrará una lista de recursos para el auto- aprendizaje en la sección bibliográfica de esta guía docente y es su responsabilidad alcanzar este nivel con anterioridad al inicio del curso. Además, la universidad dispone de un aula de autoaprendizaje de lenguas (C13, Edifici Guillem Cifre de Colonya) abierta a todo el alumnado.

Skills

Specific

- * CT1 - 14. Conocimiento de la lengua inglesa. En un nivel medio, comprender, hablar y escribir en lengua inglesa CE13 - 8. Comunicación. Exponer ideas, propuestas o soluciones jurídicas con orden, precisión y concisión, tanto en forma oral como escrita, adaptando el discurso a las circunstancias (destinatario, posición neutral o de parte, etc.). CE15 - 11. Negociación y mediación. Conocer y saber emplear técnicas básicas de negociación y mediación en problemas jurídicos. * Ability to communicate in English (Capacidad para comunicarse en inglés).. * Teamwork skills development (Capacidad para trabajar en equipo). * Ability to communicate information, ideas, problems, and solutions to an audience, both specialised and non-specialised (Poder transmitir información, ideas, problemas y soluciones a un público tanto especializado como no especializado).

Generic

- * Derecho: CG1 - 1. Conocimiento del entorno social. Conocer y comprender el entorno social, especialmente sus coordenadas territoriales y económicas. CG2 - 10. Trabajar en equipo. Desarrollar en equipo tareas jurídicas, en especial las que implican interdisciplinariedad, lo que incluye tanto el liderazgo como la colaboración adecuada en la ejecución de tareas colectivas.. CG3 - 13. Autonomía. Ser capaz el graduado de enfrentarse a nuevos problemas y necesidades. CG4 - 15. Manejo TIC. Manejar como usuario las herramientas electrónicas básicas. Las competencias genéricas para el grado de Relaciones Laborales puede consultarse en <http://www.uib.es/servei/ocihe/> 1 - Capacidad de análisis y síntesis 2 - Capacidad de organización y planificación 3 - Capacidad para transmitir y comunicarse por escrito y oralmente adaptando el discurso a las circunstancias, usando la terminología y las técnicas adecuadas y redactar textos e informes 4 - Capacidad de resolución de problemas aplicando los conocimientos a la práctica 5 - Capacidad de gestión de la información y manejo de las TIC en el ámbito de estudio y contexto profesional. 6 - Conocimiento de la lengua inglesa 7 - Habilidades para las relaciones sociales e interpersonales

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Transversal

- * CT1 - 14. Conocimiento de la lengua inglesa. En un nivel medio, comprender, hablar y escribir en lengua inglesa.

Basic

- * You may consult the basic competencies students will have to achieve by the end of the degree at the following address: <http://www.uib.eu/study/grau/Basic-Competences-In-Bachelors-Degree-Studies/>

Content

The subject starts with a general overview of the different bodies of law (mainly civil, comercial and criminal) and their specific terminology. Students will be further introduced to the vocabulary of some of the most commonly used Legal English terms, and will get acquainted with the specific grammar structures and terms privileged in Legal English. This intended practical approach views language in context, in legal contexts, as the proper ground that enables students to grow a professional language competence in line with accuracy, fluency and correctness. All this shall reflect on an extensive class work on legal vocabulary and grammar in use, but also, and more in particular, through the activities designed to cover the 4 main skills of language learning as detailed here below. Special emphasis will be focused on pronunciation and phonetics to improve not only the speaking skills but most importantly the understanding competences.

Range of topics

- MODULE 1. LEGAL SYSTEM
- MODULE 2. LEGAL PROFESSIONALS
- MODULE 3. LAW IN PRACTICE
- MODULE 4. CASE PRESENTATION

Teaching methodology

Teaching methodology

The schedule of the course will be made available to students through the UIB digital platform.

The methodology focuses on the four skills

Oral skills: speaking

It aims at developing speaking strategies in order to overcome the challenges of establishing business relationships within a variety of legal contexts ranging from the initial contacts with the client, to meetings and negotiations. The speaking test cannot be resit in the extraordinary exam in July (unretrievable/no recuperable)

Writing production: writing

Written communication is an important part of legal practice. Forms, emails, memos, letters and memoranda of law will be discussed and produced by students (retrievable/recuperable)

Reading comprehension: reading

In order to properly approach the language of law, students will be provided with a collection of the types of legal texts and documents law practitioners are often confronted with. The course aims at developing

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text- specific reading skills and strategies, as well as getting acquainted with legal documents (retrievable/recuperable)

Listening comprehension: listening

Increasing language competence also entails the development of language listening comprehension skills. On this specific area, students will be exposed to a variety of audios and videos including extracts from commercial films, news reports on legal issues, excerpts from law lectures and interviews. Practitioners from different Law firms may also come to lecture on their specific area of law practice during the course (retrievable/recuperable)

In order to monitor the learning process along the course, brief tasks will be carried out by the students and assessed by the lecturer (unretrievable/no recuperables). Specific dates for these activities will be provided during the semester in Aula Digital.

The use of electronic recording devices is not permitted.

In-class work activities (1.8 credits, 45 hours)

Modality	Name	Typ. Grp.	Description	Hours
Theory classes	English for Specific purposes: legal	Large group (G)	In order to monitor the learning process along the course, brief tasks will be carried out by the students and assessed by the lecturer. Specific dates for these activities will be provided during the semester in Campus Extens. This work along with attendance and participation will be assessed as a 10% of their final grade. Failure to attend these specific sessions, will result in a grade of 0 (zero) in this part	30
Theory classes	Use of English and Specific Vocabulary	Large group (G)	The study of the English grammar and rules in accordance with the B2 European Common Framework of Languages. Study of specific vocabulary and stylistic conventions that may be of special interest for Law students.	15

At the beginning of the semester a schedule of the subject will be made available to students through the UIB digital platform. The schedule shall at least include the dates when the continuing assessment tests will be conducted and the hand-in dates for the assignments. In addition, the lecturer shall inform students as to whether the subject work plan will be carried out through the schedule or through another way included in the Aula Digital platform.

Distance education tasks (4.2 credits, 105 hours)

Modality	Name	Description	Hours
Individual self-study	Tasks and projects	Classes will be devoted to group or individual practical sessions in which students will have an opportunity to practice and evidence the knowledge of legal related themes.	55
Individual self-study	Communication	Classes will be devoted to group or individual practical sessions in which students will have an opportunity to develop speaking, listening, reading comprehension and writing skills and strategies leading to a growing language communication competence.	50

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Specific risks and protective measures

The learning activities of this course do not entail specific health or safety risks for the students and therefore no special protective measures are needed.

Student learning assessment

Brief tasks and projects will be carried out by the students and assessed by the lecturer. Specific dates for these activities will be provided during the semester in Campus Extens. In the monitoring the students will be continuously assessed during the lessons considering their attendance, in-class activities and tests as well as homework. All these shall account for a 10% of the final mark. Additionally, there will also be a writing test (20% of the final mark) and a speaking test (30% of the final mark). Lastly, there will be a final exam (40% of the final mark) comprising: Grammar in Context, Vocabulary in Context, Listening and Reading comprehension.

Students need to pass all of the parts: Grammar, Vocabulary, Listening, Reading comprehension, Writing, Speaking. Also they will need to obtain a minimum score of 5 in the final exam (validatorio) in order to average out with the other tasks (Continuous assessment tasks, Writing Paper, and Speaking Paper) and successfully pass the subject.

It is **COMPULSORY** for all students to undertake all parts of the exam: final exam, oral exam, writing exam.

- * **Final Exam (grammar, Vocabulary, Listening, reading Comprehension) 40% of the finals score. Must pass all parts and obtain a minimum of 5.**
- * **Oral Exam (oral task related to one of the topics studied in class) 20%of the finals score. Must pass all parts and obtain a minimum of 5.**
- * **Writing Task (written task about one of the topics studied in class) 20%of the finals score. Must pass all parts and obtain a minimum of 5.**
- * **Tasks, homework and projects (different tasks, activities and exercises carried out throughout the course and included in Aula Digital) 10% of the final mark.**

Frau en elements d'avaluació

In accordance with article 33 of Regulation of academic studies, "regardless of the disciplinary procedure that may be followed against the offending student, the demonstrably fraudulent performance of any of the evaluation elements included in the teaching guides of the subjects will lead, at the discretion of the teacher, a undervaluation in the qualification that may involve the qualification of "suspense 0" in the annual evaluation of the subject".

English for Specific purposes: legal

Modality	Theory classes
Technique	Extended-response, discursive examinations (non-retrievable)
Description	In order to monitor the learning process along the course, brief tasks will be carried out by the students and assessed by the lecturer. Specific dates for these activities will be provided during the semester in Campus

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Extens. This work along with attendance and participation will be assessed as a 10% of their final grade.
Failure to attend these specific sessions, will result in a grade of 0 (zero) in this part

Assessment criteria

Final grade percentage: 25% for pathway A with a minimum grade of 5

Final grade percentage: 25% for pathway B with a minimum grade of 5

Final grade percentage: 25% for pathway C with a minimum grade of 5

Use of English and Specific Vocabulary

Modality	Theory classes
Technique	Short-answer tests (non-retrievable)
Description	The study of the English grammar and rules in accordance with the B2 European Common Framework of Languages. Study of specific vocabulary and stylistic conventions that maybe of special interest for Law students.

Assessment criteria

Final grade percentage: 25% for pathway A with a minimum grade of 5

Final grade percentage: 25% for pathway B with a minimum grade of 5

Final grade percentage: 25% for pathway C with a minimum grade of 5

Tasks and projects

Modality	Individual self-study
Technique	Papers and projects (non-retrievable)
Description	Classes will be devoted to group or individual practical sessions in which students will have an opportunity to practice and evidence the knowledge of legal related themes.

Assessment criteria

Final grade percentage: 25% for pathway A with a minimum grade of 5

Final grade percentage: 25% for pathway B with a minimum grade of 5

Final grade percentage: 25% for pathway C with a minimum grade of 5

Communication

Modality	Individual self-study
Technique	Real or simulated task performance tests (non-retrievable)
Description	Classes will be devoted to group or individual practical sessions in which students will have an opportunity to develop speaking, listening, reading comprehension and writing skills and strategies leading to a growing language communication competence.

Assessment criteria

Final grade percentage: 25% for pathway A with a minimum grade of 5

Final grade percentage: 25% for pathway B with a minimum grade of 5

Final grade percentage: 25% for pathway C with a minimum grade of 5

Resources, bibliography and additional documentation

Complementary bibliography

The UIB WEB platform (Campus extens) will provide the basic material to follow up the subject
Additional and useful material



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~Resources, bibliography and additional documentation

Barlik, M. Ambrus P. (2010) *The Grammatical System of Legal English*. Complex. Budapest.

Krois-Linder, Amy. (2011) *International Legal English. A course for classroom or self-study*. Cambridge University Press

Legal dictionaries:

1. Findlaw Legal Dictionary: <http://dictionary.lp.findlaw.com/>
2. Law.com Law Dictionary: <http://dictionary.law.com/>
3. Legal Glossary: <http://www.nolo.com/glossary.cfm>

Complementary bibliography

Grammar & Writing Resources

1. Vince, Michael (2008). *English grammar in context- Intermediate and Advanced with key* Oxford: McMillan

2. Purdue OWL Writing Exercises Pages - Purdue's Online Writing Lab is an excellent source of grammar and writing exercises covering everything from sentence structure to use of punctuation.

<http://owl.english.purdue.edu/exercises/>

3. *A Brief Grammar for Lawyers* by Prof. Don Hughes.

<http://users.law.capital.edu/DHughes/content/Content2/Grammar/Grammar%20Main%20Page.htm>

4. Bartleby.com - general encyclopedias, thesaurus, books of quotations, English usage, includes *The Elements of Style* by William Strunk, Jr., the classic book for all questions about writing.

5. *The Guide to Grammar and Writing* sponsored by the Capital Community College Foundation – interactive exercises, grammar and punctuation, writing at the sentence and paragraph level, quizzes, and PowerPoints.

<http://grammar.ccc.commnet.edu/grammar>

Legal writing resources:

1. Internet Legal Resource Guide - index of over 4000 web sites; particular interest - the section entitled "Academia," especially section IV, IRG Web Index. <http://www.ilrg.com/>

2. U.S. Supreme Court web page - oral arguments, opinion, calendar, and more. <http://www.supremecourt.gov/>

English for legal purposes:

1. Cambridge ILEC Homepage: <http://www.legalenglishtest.org/>
2. English for Law Blog: <http://englishforlaw.blogspot.com/>
3. Forum Legal (free legal English materials): <http://www.forum-legal.com/>
4. Onestopenglish ESP Lesson Bank (law):
5. <http://www.onestopenglish.com/Business/Bank/Legal/index.htm>

Other resources

Further online legal resources:

<http://www.duhaime.org/LegalResources/Contracts.aspx>

<http://www.eel.nl/>

<http://www.hg.org/commerc.html>

http://www.icrc.org/web/eng/siteeng0.nsf/iwpList2/Humanitarian_law

<http://www.law.cornell.edu/topics/environmental.html>

<http://www.ohchr.org/english/law/>

<http://www.scottishlaw.org.uk/lawscotland/environ.html>

<http://www2.eli.org/index.cfm>

Coursebooks and study guides:

1. Atkins, A. and Mason, C. (2001) *An Essential A-Z of Business Law*, Cambridge Law Studio.

2. Brieger, N. (2002) *Test your Professional English: Law*, Penguin.

3. Chartrand, M. et al. (2003) *English for Contract and Company Law*, Sweet & Maxwell.

4. Krois-Lindner, A. (2006) *International Legal English*, Cambridge: Cambridge University Press.



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- Riley, D. (2006) Check Your English Vocabulary for Law, A & C Black.

