

Trainer: xxxxxxxxxxxx

Date: xxxxxxxxxxxx

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
09:00 - 10:30	Getting to know each other + Introduction to the course	Vocabulary – revision and extenson Contract law	Contract Drafting Feedback and Discussion	Vocabulary and Speaking Common Business Structures	Vocabulary and Listening Alternative Dispute Resolution
S H O R T B R E A K					
11:00 - 12:30	Vocabulary Civil and Criminal Law	Contract Drafting Exercises Negotiation 1 Language of negotiation	Civil Procedure The Rules in Practice + Discussion	Reading and Vocabulary Company Formation	Conveyancing Vocabulary and Speaking
L U N C H					
13:15 - 14:45	Legal vocabulary Contract law	Negotiation 1 Computer sale and purchase Negotiation 1 Feedback on negotiation	Visit to Legal London, The Royal Court Of Justice (and Law Bookshop)	Formal Letter and Email Writing Giving Legal Advice	Presentations + discussion and feedback
S H O R T B R E A K					
15:00 - 16:30	Intercultural communication & soft skills Networking	Contract drafting Writing a contract	Visit to Legal London, The Royal Court Of Justice (and Law Bookshop)	Speaking/vocabulary Giving legal advice	Review of the week
Homework	Review today's vocabulary Presentation preparation	Review today's vocabulary	Review today's vocabulary	Presentation preparation	Review