



International Training
Center Paris

TRAINING SCHEDULE

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ADVANCED LEGAL WRITING AND COMMUNICATION

Overview:

The Advanced Legal Writing and Communication training program is designed to provide legal professionals with advanced writing and communication skills necessary to excel in their careers. The program will cover a range of topics, including advanced legal writing techniques, legal research, effective communication strategies, and persuasive writing. The program will also provide participants with an understanding of the ethical and professional responsibilities of legal writing and communication.

Objectives:

- Develop advanced legal writing and communication skills
- Understand the importance of legal research in effective legal writing
- Develop persuasive writing skills
- Understand ethical and professional responsibilities in legal writing and communication

The training program will include lectures, case studies, group discussions, and practical exercises. Participants will have the opportunity to apply the concepts learned in the training program to real-world legal writing and communication scenarios. By the end of the training program, participants will have the advanced legal writing and communication skills necessary to excel in their careers. They will also have an understanding of the ethical and professional responsibilities of legal writing and communication.

Targeted Groups:

- Legal professionals seeking advanced writing skills
- Contract managers handling legal documentation
- Compliance officers involved in legal communication
- Procurement specialists requiring effective legal communication

- Corporate lawyers looking to enhance communication skills

Planning:

Day 1: Advanced Legal Writing Techniques

- Developing a clear and concise writing style
- Advanced grammar and punctuation skills
- Effective use of headings, subheadings, and other formatting techniques

Day 2: Legal Research for Effective Writing

- Understanding legal research methods and resources
- Strategies for conducting efficient legal research
- Ethical considerations in legal research

Day 3: Effective Communication Strategies for Legal Professionals

- Developing effective communication skills
- Understanding the needs of your audience
- Persuasive communication strategies

Day 4: Persuasive Writing for Legal Professionals

- Understanding the principles of persuasive writing
- Developing persuasive arguments
- Using persuasive language and techniques

Day 5: Ethical and Professional Responsibilities in Legal Writing and Communication

- Understanding the ethical and professional responsibilities in legal writing and communication
- Avoiding plagiarism and other ethical issues in legal writing
- Best practices for legal writing and communication