



## LEGAL WRITING

### COURSE DETAILS

#### COURSE OBJECTIVES

Write legal texts, notes, e-mails, memoranda, reports and other correspondence more precisely. This course will improve the style, syntax, vocabulary and use of standard legal phrases. The emphasis is on "Plain English", clear and lucid English. Express yourself with confidence!

#### PREREQUISITE

Intermediate level in English.

#### PLACE OF TRAINING

Virtual classroom

#### TOTAL DURATION

12 hours

#### YOUR CONSULTANT - TRAINER

Native English-speaking lawyer. The consultants are qualified professionals with experience in continuing education.

#### PROGRAM CONTENT

- Write in the "Plain English" style
- Avoid legalese, obsolete and technical vocabulary
- Identify and correct common style errors (repetition, convoluted sentences, etc.)
- Use of Idiomatic expressions
- Review and revise legal texts
- Avoid direct translations
- Use correct grammar
- Drafting exercises

#### CERTIFICATION

ECLA will issue a certificate to each participant at the end of the course indicating the exact hours of training.

#### COURSE FEES

##### FEE

Invoiced and payable upon registration.

#### ECLA MEMBER

€ 995,00

#### REGULAR FEE

€ 1.295,00

### CONTACT DETAILS

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