

PARUL UNIVERSITY
FACULTY OF LAW
B.A., LL.B./B.Com., LL.B/B.B.A.,LL.B
5 Year Integrated Program
SEMESTER-I
Subject: English and Legal Language-I
SUBJECT CODE:
YEAR: 2023-2024

Course Code: Course Credit: 04	Course Title: English and Legal Language-I Course Type: Core Compulsory
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Teaching & Examination scheme:

Teaching Scheme (Hrs/Week)			Credit	Examination Scheme					Total
L	T	C		External		Internal			
				Theory	C	Theory	*C.E.	C	
4	0	0	4	60	0	20	20	0	100

L- Lectures; T- Tutorial; C- Clinical; C.E. -Continuous Evaluation

Course Objectives

This course will be thought with the following objectives

1. Create awareness and have understanding of English and legal language
2. Understand and remember the basic principle of written, verbal and legal communication and Language.
3. Write clear & concise email, memos letters reports proposal in English.
4. Analyze and respond appropriately to different types of legal correspondences.
5. Evaluate usage of appropriate tone style and language for different audiences and purpose
6. To remember and apply the use technology and tools to enhance their writing skills

Course Outcomes

On completion of the course students will be able to

1. Implement and Execute day-to-day usage of English language.
2. Usage of appropriate vocabulary to communicate in written and spoken discourse in Academic and professional field.
3. Apply effective reading strategies to analyze understanding verbal and written communication.
4. Demonstrate the strength in written and verbal communication related Law.
5. Analyze and evaluate the different legal correspondence.
6. The student will be able to implement and execute the legal terms and interpret legal language use analytical techniques for communication.

Syllabus

UNIT	DESCRIPTION IN DETAIL	WEIGHTAGE	TEACHING HOURS
1	Unit 1: Grammar and Grammatical Usages 1. Simple, Compound, Complex sentences. 2. Tenses 3. Phrase and Clause 4. Active – Passive Voices 5. Positive-Negative 6. Interrogative 7. Reported Speech 8. Conditionals 9. Transformation of sentences 10. Spotting Common Errors	20%	12
2	Unit II: Correspondence 1. Introduction to English Correspondence 2. Principles of Effective Written Communication 3. Formal correspondence 4. Informal correspondence 5. Technology and Tools for English Correspondence	20%	12
3	Unit III: Comprehension and Composition 1. Reading Comprehension of General and Legal Texts 2. Paragraph and Precis Writing 3. Abstract Writing 4. Drafting of Report and Projects 5. Petition Writing	20%	12
4	Unit IV: Legal Terms & Legal Maxim, Meaning of Latin Legal Words 1. Legal Maxims 2. Legal and Latin words used in courts and drafting 3. Meaning of legal terms and making of sentences: 4. Legal terms used in judgements.	20%	12
5	Unit V: Legal Communication 1. Short responses in communication 2. Use of question tags in communication 3. Paragraph writing 4. Mooting	20%	12

	5. Reading and Analysis of writings by Eminent Jurists <i>Law Reports</i> <i>Petitions</i> <i>Judgments</i>		
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Assessment

- Mid-term Examination.
 - Written Assignments
 - Weekly Test
 - Viva & Presentation
 - Attendance & Discipline
 - Class Participation and Discussion.
- Final Examination.

SUGGESTED TEXTBOOKS

Sr. No.	Author	Name of the Text Book	Publisher & Edition
1	S. K. Mishra	Legal Language Legal Writing & General English	Allahabad Law Agency
2	Dr. S. C. Tripathi	Legal Language Legal Writing & General English	Central Law Publications, 6 th Edition 2022
3	B. M. Gandhi	Legal Language Legal Writing & General English	Eastern Book Company

REFERENCE BOOKS

Sr. No	Author	Name of the Reference Book	Publisher & Edition
1	Adv. Abhijeet A. Joshi	Legal Language Legal Writing including General English	A. I. R. Nagpur
2	Dr. Hema Menon	Legal Language Legal Writing	Dattsons