



## Course Outline

<b>Course number</b>	RL116
Course title	<b>Creating and Editing Legal Texts</b>
Credit points	2 (LV) 3 (ECTS)
Total hours	Twenty-four (24)
Lecture hours	Eight (8)
Seminar and other hours	Sixteen (16)
Course level	Masters

### COURSE TEACHERS

<b>No.</b>	<b>Name</b>	<b>Academic degree</b>	<b>Academic position</b>
1	Christopher Goddard	M.Ed.	Lecturer

### COURSE ABSTRACT

Effective legal writing forms a principal means for measuring legal skills. In particular, legal writing should clearly demonstrate how conclusions are reached, rather than being a mere summary of conclusions. This implies a grasp of grammar, legal text analysis, stylistic technique and structuring, plus proofreading and editing skills. This course enables students to improve and practice these skills while avoiding common errors using a variety of authentic legal texts.

### COURSE OBJECTIVES

*Academic and professional competences to be gained through the course*

Upon completion of this module students will be able to:

1. Understand theoretical approaches to creating legal texts
2. Determine legal linguistic approaches to text assessment and creation
3. Apply legal linguistic skills to text creation
4. Apply theory of the legal and linguistic background to text creation in international contexts
5. Maintain / enhance own existing legal analytical reading and writing skills in legal contexts
6. Engage in intralingual translation of legal text
7. Work with a variety of legal texts
8. Identify requirements for legal linguistic text analysis
9. Produce an analytical piece of legal writing
10. Perform legal linguistic analysis of legal text.

## GRADING CRITERIA

Criteria	Weighting
Exam	70%
Class participation	30%

## COURSE PLAN – MAIN SUBJECTS

No.	Subject	Planned hours
1	Legal writing in English	4
2	English grammar and stylistics	4
3	Theoretical aspects of drafting legal texts	4
4	Creating legal English texts	8
5	Proofreading and editing legal English texts	4

## COURSE PLAN – SESSIONS

Session	Subject	Lecture/seminar
1	Defining effective legal writing + basic principles of legal writing	Lecture
2	Writing correctly: grammar and stylistics for lawyers	Seminar
3	Legal texts: structure, cohesive writing, linking ideas, style	Seminar
4	Practical approaches to specific legal texts + text analysis	Seminar/workshop
5	Theoretical aspects of drafting legal texts	Lecture
6	Theoretical aspects of drafting legal texts	Seminar
7	Creating legal English texts: theory	Lecture
8	Creating legal English texts: theory	Lecture
9	Creating legal English texts: practice	Seminar
10	Creating legal English texts: practice	Seminar
11	Proofreading and editing legal English texts (1)	Seminar
12	Proofreading and editing legal English texts (2)	Seminar

## COURSE LITERATURE

No.	Author, title, publisher
1	<i>Creating and editing legal texts</i> C. Goddard. Riga Graduate School of Law. With document file + exam file. Revised Nov 2013
2	<i>.Pitfalls of English as a Contract Language</i> – Volker Triebel
3	Authentic texts
4	Eversheds legal drafting in English
5	A Brief Grammar for Lawyers
6	Freedom of Information Act 2000 + leaflet
7	European commission style guide