

Weiterbildungsangebot / Continuing education programme
The Language of International Business Law 2009/2010

Aims: Introduction to the Anglo-American legal systems
The language of international contract law, employment law, the law of torts, company law, competition law and intellectual property law
Revision of English grammar
Legal reading, writing and drafting: preparation to the TOLES Advanced Examination

Course volume: 16 x 3 lessons

Course dates: 5.10.2009 – 1.2.2010, 18:00 – 20:45

Materials: Handouts (script)

| Week | Date | Lecturer | Main topics |
|------|--------|----------|---|
| 1 | 5.10. | R.Norman | Purpose and objectives of the course Introduction to Anglo-American legal systems |
| 2 | 12.10. | R.Norman | Contract law-offer and acceptance, intention and capacity, relevant cases and sample contract clauses. |
| 3 | 19.10. | R.Norman | Contract law-performance, breach, remedies, relevant cases and sample contract clauses. |
| 4 | 26.10. | D. Adams | Introduction to Legal English The vocabulary of contract law Law in Action: "Crime and the Crunch – Does a recession mean more crime?" Tenses – tenses – tenses |
| 5 | 2.11. | D. Adams | Legal English qualifications: An introduction to the TOLES and ILEC examinations British and American usage of English Passive |
| 6 | 9.11. | D. Adams | Creating legal documents: the language of drafting Gerund and infinitive Vocabulary and grammar review 1 (Weeks 1 – 6) |
| 7 | 16.11. | R.Norman | Tort law - the difference from contractual remedies, negligence, product liability, vicarious liability, case law examples, guarantees and indemnities. |
| 8 | 23.11. | R.Norman | Company law - Types of business organisations—e.g. sole trader, partnerships, private and public companies, limited liability cases, directors' duties, a company's constitution. |
| 9 | 30.11. | R.Norman | Competition law - Articles 81 & 82 of EU Competition Law with relevant cases and an overview of EU institutions and merger control provisions. |
| 10 | 7.12. | D. Adams | The language of tort law, case study The language of company law Reported speech and relative clauses |
| 11 | 14.12. | D. Adams | External communication: Modern letter and e-mail writing The language of competition law Linking words and structures |

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|-------------|-------------|------------------|--|
| 12 | 4.1. | D. Adams | Internal communication: Memoranda, notes and reports The language of employment law Conditionals Prepositions and phrasal verbs Vocabulary and grammar review 2 (weeks 6 – 12) |
| 13 | 11.1. | R.Norman | Employment law—Employee rights, non-discrimination, compensation for unfair dismissal and redundancy, standard employment contract provisions and duties of confidentiality and secrecy |
| 14 | 18.1. | R.Norman | Intellectual property law—patents, trade marks and copyright. International contract law provisions and an analysis of some of the main 'boilerplate' clauses. |
| 15 | 25.1. | D. Adams | 2-hour mock exam based on TOLES Advanced paper and discussion |
| 16 | 1.2. | D. Adams | The language of intellectual property and international contract law Vocabulary and grammar review 3 (Weeks 13 – 16) Revision |

We reserve the right to modify the course programme or to cancel it should the number of registered students be insufficient.

12 May 2009