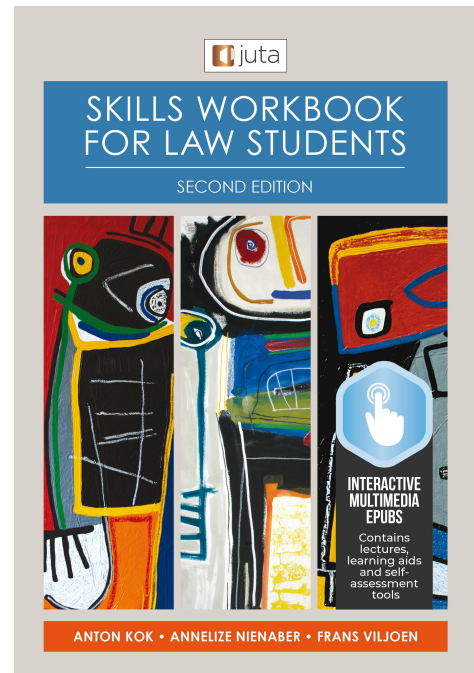


Skills Workbook for Law Students

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About this Publication:

Contents Include:

- Study Skills
 - Study environment
 - Healthy diet
 - Time-management
 - Note-taking
 - Making summaries
 - Preparing for tests and examinations
 - Writing tests and examinations
 - Ethical considerations
- Numeracy Skills
 - Why is it important to develop numeracy skills?
 - Basic concepts
 - Helpful hints
- Research Skills
 - Finding primary sources: Case law, statutes and the common law
 - Finding secondary sources
 - Presenting research results
- Reading Skills
 - Reading and understanding an Act of Parliament
 - Reading and understanding a court case
 - Reading and understanding a journal article
 - Foreign words
- Writing Skills
 - Writing in plain language
 - Completing a writing assignment
 - Writing an office memorandum
 - Writing a letter to a client
 - Heads of argument
 - Writing an assignment on a topic in Jurisprudence
 - Drafting a contract or other legal document
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- Interviewing Skills
 - Guidelines
 - Questions to ask a client or a witness
 - Setting up the interview
 - The interview
- Oral Advocacy Skills
 - Guidelines
 - Opening address
 - Examination in chief
 - Cross-examination
 - Re-examination
 - Closing argument

Of Interest and Benefit to:

- Students in introductory law courses
- Law teachers