



Universidad
de Navarra

English for Business Law (F. Derecho)

Guía docente 2023-24

PRESENTACIÓN

Breve descripción: In the age of globalization, it has become increasingly important for lawyers to be able to communicate effectively in English. Students must obtain a copy of the course notes, which will be available from Reprografía (Amigos) at the beginning of January.

- **Titulación:** Derecho
- **Módulo/Materia:** Asignatura obligatoria en DECO
- **ECTS:** 3
- **Curso, semestre:** 4º curso, 2º semestre
- **Carácter:** Optativa (obligatoria en DECO)
- **Profesorado:** Prof. Dr. Ruth Breeze (see [publications](#))
- **Idioma:** Inglés
- **Aula, Horario:** Viernes, 12:00-14:00

COMPETENCIAS

Legal communication skills

Legal English communication skills

Negotiation

Comprehension and drafting of legal documents (contracts, etc.)

Legal vocabulary

Understanding of Common Law and law in international contexts

PROGRAMA

Week 1. Introduction to legal English.

Week 2. Company law. Company formation. **Writing letter of advice (5%)**

Week 3. Company law. Mergers, spin-offs and split-offs. **Explaining to clients.**

Week 4. Contracts. Contract formation. Drafting clauses. **Negotiating skills: drafting clauses.**

Week 5. Contracts. Breach of contract and remedies.

Week 6. Contracts. Litigation and arbitration. **Writing letter of advice to client in class time (5%).**

Week 7. **First speaking task: explaining to clients (10%).**

Week 8. Employment law.

Week 9. Competition law. **Writing a memorandum (5%).**

Week 10. Real property.



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Week 11. Intellectual property.

Week 12. Tax law. **Mid-term test (10%) and Memorandum (5%).**

Week 13. Professional opportunities. **Second speaking task: a job interview (10%).**

Week 14. Review of legal vocabulary, documents, reading and writing skills.

ACTIVIDADES FORMATIVAS

General overview of formative activities

In this course, an active, hands-on approach is adopted to ensure that students acquire a working knowledge of legal English vocabulary, concepts and documents. Each class usually begins with a brief presentation of a specific subject within legal English (e.g. contract law, real estate law, etc.), in which the main vocabulary and concepts are explained, and the students are given the opportunity to look at authentic documents, watch documentary videos, or listen to lawyers at work. After this, the students will work on a range of reading, listening, reading and writing activities, in order to consolidate their knowledge of international legal English. Students will also have the opportunity to practise the vocabulary and ideas they have learned during each class by taking a specially-designed set of online tests (one of these has been made available for inspection in ADI - Online Tests).

There will be a special focus on preparing for the evaluated writing and speaking activities:

Writing activities

Writing legal letters of advice to clients

Writing office memoranda

Speaking activities

Interviews with clients

Legal job interviews

Detailed overview with timeframe

Actividad formativa	Horas	Presencialidad
Clases presenciales teóricas	30	100
Entrevistas y preparación	5	100
Trabajos dirigidos (writing)	10	0
	5	0



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	25	0
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TOTAL HORAS 75 horas (3 ECTS)

EVALUACIÓN

CONVOCATORIA ORDINARIA

Standard evaluation for this course is:

20% for 4 writing tasks (trabajos individuales)

20% for 2 speaking tasks (exposiciones orales)

10% for mid-term exam (examen parcial)

50% for final exam (examen final)

CONVOCATORIA EXTRAORDINARIA

If a student fails the May evaluation, the student will take a written exam in June which consists of reading, writing, vocabulary and listening (70%) and a speaking test (10%). The scores obtained in the writing assignments for May (maximum 20%) will be included in the June grade.

HORARIOS DE ATENCIÓN

Dra Ruth Breeze (rbreeze@unav.es)

- Despacho 1110 Edificio ICS Planta 1
- Horario de tutoría: concertar cita por mail

BIBLIOGRAFÍA

The material for English for Business Law will be available from Reprografía (Edificio Amigos) in the first week of January. Students must obtain it before attending the first class.

Other useful resources:

Black's Law Dictionary, Thomson Reuters, 1991 / 2021

Diccionario de términos jurídicos (Enrique Alcaraz / Brian Hughes), Ariel Derecho, 1993 / 2008

International Legal English, Cambridge University Press, 2011



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