

The Lawyers English Language Coursebook

Professional English in Use LawMarket LeaderPractical Legal EnglishCommon Law Legal English and GrammarGagana SamoaEssential Legal English in ContextThe Lawyer's English Language CoursebookCriminal Law Vocabulary in UseVocabulary of Commercial ContractsLegal Research Methods in a Modern WorldThe Art of AdvocacyAn Introduction to International Criminal Law and ProcedureIntroductory Accounting and Finance for LawyersPlain English for LawyersFirst Language EnglishThe Legal English Course Book Volume OneThe Indigo BookGrammar, Punctuation, and StyleDrafting ContractsGarner on Language and WritingTOLES Legal EnglishAbsolute Legal EnglishBusiness and Company LawThe Street LawyerIntroduction to Information RetrievalWriting a Legal MemoHow to Read a BookThe Lawyer's English Language CoursebookGlobal CorruptionLegal EnglishA Manual of Style for Contract DraftingAmerican Legal EnglishInternational Legal English Teacher's BookA Dictionary of Modern Legal UsageLegal, Legislative, and Rule Drafting in Plain EnglishOnline Teaching at Its BestThe Legal English ManualIntroducing Course Design in English for Specific PurposesEnglish as a Global LanguageIntroduction to International Legal English Student's Book with Audio CDs (2)

Professional English in Use Law

Market Leader

Practical Legal English

With half a million copies in print, *How to Read a Book* is the best and most successful guide to reading comprehension for the general reader, completely rewritten and updated with new material. A CNN Book of the Week: "Explains not just why we should read books, but how we should read them. It's masterfully done." –Farheed Zakaria Originally published in 1940, this book is a rare phenomenon, a living classic that introduces and elucidates the various levels of reading and how to achieve them—from elementary reading, through systematic skimming and inspectional reading, to speed reading. Readers will learn when and how to "judge a book by its cover," and also how to X-ray it, read critically, and extract the author's message from the text. Also included is instruction in the different techniques that work best for reading particular genres, such as practical books, imaginative literature, plays, poetry, history, science and mathematics, philosophy and social science works. Finally, the authors offer a recommended reading list and supply reading tests you can use measure your own progress in reading skills, comprehension, and speed.

Common Law Legal English and Grammar

Gagana Samoa

English is the dominant language of international business relations, and a good working knowledge of the language is essential for today's legal or business professional. Legal English provides a highly practical approach to the use of English in commercial legal contexts, and covers crucial law terminology and legal concepts. Written with the needs of both students and practitioners in mind, this book is particularly suitable for readers whose first language is not English but need to use English on a regular basis in legal contexts. The book covers both written and oral legal communication in typical legal situations in a straightforward manner. As well as including chapters on grammar and punctuation for legal writing, the book features sections on contract-drafting, language for negotiation, meetings and telephone conversations. This edition contains additional troubleshooting tips for legal writing, guidance on good style, and new sections on writing law essays and applying for legal positions.

Essential Legal English in Context

Class-tested and coherent, this textbook teaches classical and web information retrieval, including web search and the related areas of text classification and text clustering from basic concepts. It gives an up-to-date treatment of all aspects of the design and implementation of systems for gathering, indexing, and searching documents; methods for evaluating systems; and an introduction to the use of machine learning methods on text collections. All the important ideas are explained using examples and figures, making it perfect for introductory courses in information retrieval for advanced undergraduates and graduate students in computer science. Based on feedback from extensive classroom experience, the book has been carefully structured in order to make teaching more natural and effective. Slides and additional exercises (with solutions for lecturers) are also available through the book's supporting website to help course instructors prepare their lectures.

The Lawyer's English Language Coursebook

Introducing Course Design in English for Specific Purposes is an accessible and practical introduction to the theory and practice of developing ESP courses across a range of disciplines. The book covers the development of courses from needs analysis to assessment and evaluation, and also comes with samples of authentic ESP courses provided by leading ESP practitioners from a range of subject and global contexts. Included in this book are: The basics of ESP course design The major current theoretical perspectives on ESP course design Tasks, reflections and glossary to help readers consolidate their understanding Resources for practical ESP course development Examples of authentic ESP courses in areas such as business, aviation and nursing Introducing Course Design in English for Specific Purposes is essential reading for pre-service and in-service teachers, and students studying ESP and applied linguistics.

Criminal Law Vocabulary in Use

This practical handbook provides a comprehensive overview of professional legal language and practical skills. Prepared by native English-speaking lawyers, the

book includes professional legal English terminology, practice-oriented examples and sample documents for use in your daily practice. Structured to provide a legal focus, a language focus as well as a practical focus, it helps you apply your professional legal expertise competently in various English-language situations.

Vocabulary of Commercial Contracts

David Crystal's classic *English as a Global Language* considers the history, present status and future of the English language, focusing on its role as the leading international language. English has been deemed the most 'successful' language ever, with 1500 million speakers internationally, presenting a difficult task to those who wish to investigate it in its entirety. However, Crystal explores the subject in a measured but engaging way, always backing up observations with facts and figures. Written in a detailed and fascinating manner, this is a book written by an expert both for specialists in the subject and for general readers interested in the English language.

Legal Research Methods in a Modern World

An eagerly anticipated second edition of this established and highly regarded text teaches the key practice skill of contract drafting, with emphasis on how to incorporate the business deal into the contract and add value to the client's deal. Features: More exercises throughout the book, incorporating More precedents for use in exercises Exercises designed to teach students how to read and analyze a contract progressively more difficult and sophisticated New, multi-draft exercises involving a variety of business contracts New and refreshed examples, including Examples of well-drafted boilerplate provisions More detailed examples of proper way to use shall Multiple well-drafted contracts with annotations Revised Aircraft Purchase Agreement exercise to focus on key issues, along with precedents on how to draft the action sections and the endgame sections. Expanded explanations of endgame provisions, along with examples and new exercises

The Art of Advocacy

An Introduction to International Criminal Law and Procedure

"A substantially expanded version of Professor Martineau's *Drafting legislation and rules in plain English*"--P. v.

Introductory Accounting and Finance for Lawyers

Plain English for Lawyers

International Legal English Teacher's Book is an essential companion for any teacher wishing to use *International Legal English* in the classroom. The book offers invaluable background information about the law topics discussed, giving teachers the confidence to explore these topics with their students. The *Teacher's*

Book guides the teacher through the exercises in the book and suggests optional consolidation activities along the way. It includes 45 extra photocopiable activities and adds a whole new communicative dimension to the course, with lots of ideas for discussion and role-plays.

First Language English

Introduction to International Legal English is an intermediate level course for law students or newly-qualified lawyers who need to use English in their legal work or studies. Suitable for classroom use or self-study, the course prepares learners for using English in a commercial law environment. Using authentic legal texts and case studies supplied by TransLegal®, Europe's leading firm of lawyer-linguists, the course develops an understanding of the law and consolidates language skills. Featuring both academic and professional contexts, Introduction to International Legal English is an ideal starting point for preparing for the Cambridge ILEC examination.

The Legal English Course Book Volume One

TOLES Legal English: Advanced English for Lawyers, Plain & Simple. International Legal English for Lawyers, Law Professionals & Law Students ("Master Legal Vocabulary & Terminology" TOLES Edition) Most lawyers whose first language is not English face a problem when it comes to setting time aside to improve their communication skills in English, mainly due to a lack of time. This self-study book aims to bridge that gap by providing a structured framework under which law students, lawyers and other law professionals can significantly improve their knowledge of Legal English, contract law and the English legal system. You will be taken through the main vocabulary and grammar structures in commercial contracts and allowed to practise them through highly targeted activities which aim to develop, not only your lexical and grammatical skills, but also your confidence and overall competence within international legal settings. At the end of the book you will find a link to a short glossary with all the main terms of contract law and legal English, together with a phrasal verb mini-dictionary which includes definitions and exercises to perfect your mastery of this area of English. This book provides a complete preparation for Advanced Legal English vocabulary and grammar (from Basic to Advanced level) in the TOLES exam (Legal English)

The Indigo Book

Learning to communicate effectively by using the language and syntax particular to the U.S. legal system

Grammar, Punctuation, and Style

"Absolute Legal English is a practical and stimulating course book for students of law and practising lawyers who wish to work in an international legal environment and need to extend their language skills. It is particularly useful for candidates preparing for the ILEC exam"-back cover.

Drafting Contracts

The Art of Advocacy: Briefs, Motions, and Writing Strategies of America's Best Lawyers presents more than 150 examples of masterful advocacy to show lawyers how to write winning motions and briefs. The book focuses on the strategic and substantive choices that top litigators make, drawing examples from important, timely, and controversial cases. Detailed annotations give readers insight into what makes each document so effective. In addition to presenting a host of storytelling, stylistic, and organizational strategies, the book's examples demonstrate how to build and rebut different types of arguments. The Appendices provide a wealth of additional resources, including Karl Llewellyn's previously unpublished advice from 1957 about the art of advocacy, which one top law professor described as the "best advice on legal writing I've ever seen."

Garner on Language and Writing

*DICTIONARY OF BUSINESS AND COMPANY LAW - learn English vocabulary for international lawyers and business professionals *Over 150 LEGAL ENGLISH terms and phrases explained in plain English *WRITTEN by a UK qualified lawyer and legal English trainer This legal English dictionary is designed to improve and test lawyers business professionals legal English as practised around the world. Readers learn the basic principles, terms and concepts that underpin law, then discover how those ideas can be applied in practice. Learn English legal vocabulary while studying the same topics taught by English legal courses. Especially useful for lawyers and business professionals whose first language is not English.

TOLES Legal English

Professional English in Use Law is a brand new addition to the Professional English in Use series.

Absolute Legal English

Description Coming Soon!

Business and Company Law

Gagana Samoa is a modern Samoan language resource. Designed for both classroom and personal use, it features a methodical approach suitable for all ages; an emphasis on patterns of speech and communication through practice and examples; 10 practical dialogues covering everyday social situations; an introduction to the wider culture of fa'asamoa through photographs; more than 150 exercises to reinforce comprehension; a glossary of all Samoan words used in the coursebook; oral skills supplemented with audio files available on a separate CD or for download or streaming on the web:

The Street Lawyer

Hurry up and get YOUR copy today for 8.47 only! Regular price at 16.99! Master

400+ Essential Criminal Law Terms And Phrases Explained With Examples In 10 Minutes A Day! With a clear, concise, and engaging writing style, Johnny Chuong will provides you over 400 criminal law terms and phrases that help you expand your legal words list with a practical understanding of criminal law topics such as types of crimes, definitions of complicity, types of criminal punishments, sentences, judicial measures, aggravating factors, mitigating factors, probation, exemption of punishment, defendants, plaintiffs, trials, criminal procedures and much much more. If you'd like to increase your wide range of legal vocabulary as well as enhance your knowledge of criminal law and criminal procedure, then this book may be the most important book that you will ever read. As the author of the book, Johnny Chuong promises this book will be an invaluable source of legal reference for professionals, international lawyers, law students, criminal professionals and anyone else who want to improve their use of legal terminology, succinct clarification of legal terms and have a better understanding of criminal law and criminal procedure. This book provides you with a comprehensive and highly practical approach in legal contexts, the world of criminal law related to criminals, punishments, investigation, procuration, trials, defense, and other procedural aspects of criminal law. All legal terms and phrases are well written and explained clearly in plain English. Don't delay any more seconds, scroll back up, PURCHASE your copy NOW for only \$8.47 and start the journey of mastering 400+ essential Criminal Law Terms and Phrases TODAY! Tags: legal terminology and phrases, legal vocabulary, law vocabulary, criminal law books, legal words you should know, legal terms, legal dictionary, legal words, legal terms and meanings, lawyer terms, legal language, common legal terms, legal terms for dummies, legal terminology for dummies, legal terms used in court, dictionary of legal terms, legal documents, criminal law and its processes, criminal law and procedure, legal english dictionary, law dictionary, legal kindle books, law and crime, law books for students, criminal law handbook, criminal law textbook, criminal law today, legal terms dictionary, legal documents, criminal law terms, lawyer terminology, terms used in law, basic legal terminology, basic legal terms, dictionary of law, legal english dictionary, words used in law.

Introduction to Information Retrieval

Since the 1987 appearance of *A Dictionary of Modern Legal Usage*, Bryan A. Garner has proved to be a versatile and prolific writer on legal-linguistic subjects. This collection of his essays shows both profound scholarship and sharp wit. The essays cover subjects as wide-ranging as learning to write, style, persuasion, contractual and legislative drafting, grammar, lexicography, writing in law school, writing in law practice, judicial writing, and all the literature relating to these diverse subjects.

Writing a Legal Memo

An essential handbook for international lawyers and students Focusing on vocabulary, *Essential Legal English in Context* introduces the US legal system and its terminology. Designed especially for foreign-trained lawyers and students whose first language is not English, the book is a must-read for those who want to expand their US legal vocabulary and basic understanding of US government. Ross uses a unique approach by selecting legal terms that arise solely within the

context of the levels and branches of US government, including terminology related to current political issues such as partisanship. Inspired by her students' questions over her years of teaching, she includes a vast collection of legal vocabulary, concepts, idioms, and phrasal verbs and unpacks concepts embedded in US case law, such as how the US constitutional separation of powers may affect a court's interpretation of the law. The handbook differentiates basic terms in civil and criminal cases and compares terms that may seem similar because of close spellings but in fact have different meanings. For instance, what is the distinction between "taking the stand" and "taking a stand?" What is the difference between "treaties" and "treatises"? Featuring illustrations and hands-on exercises, *Essential Legal English in Context* is a valuable self-study resource for those who want to improve their legal English terminology before entering a US law school, studying US law or government, or working as a seconded attorney to a US law firm. Instructors can use the handbook in an introductory US legal English course.

How to Read a Book

He gave up the money. He gave up the power. Now all he has left is the law. Michael Brock is billing the hours, making the money, rushing relentlessly to the top of Drake & Sweeney, a giant D.C. law firm. One step away from partnership, Michael has it all. Then, in an instant, it all comes undone. A homeless man takes nine lawyers hostage in the firm's plush offices. When it is all over, the man's blood is splattered on Michael's face--and suddenly Michael is willing to do the unthinkable. Rediscovering a conscience he lost long ago, Michael is leaving the big time for the streets where his attacker once lived--and where society's powerless need an advocate for justice. But there's one break Michael can't make: from a secret that has floated up from the depths of Drake & Sweeney, from a confidential file that is now in Michael's hands, and from a conspiracy that has already taken lives. Now Michael's former partners are about to become his bitter enemies. Because to them, Michael Brock is the most dangerous man on the streets.

The Lawyer's English Language Coursebook

Lawyers engaged in European/US transborder transactions need to know how to find, understand, and compare applicable foreign and international laws. Breaking the oceanic divide, this book is the first legal research guide to consider internationalization and globalization in both the new law school curriculums and the changing practice of law. The book is a significant expansion and revision of the second edition of *Legal Research Methods in the US and Europe*. With the inclusion of material on China, Russia, and England - and on researching foreign law in general - the book now reflects a broader scope. Regarding US legal research, this edition explains the impacts and effects of major changes and developments that have occurred very recently, including the introduction of Bloomberg Law, WestlawNext, and the revolutionary Law.gov movement.

Global Corruption

Legal English

Market Leader 3rd Edition has been completely updated to reflect the fast-changing world of business using authoritative and authentic business sources such as Financial Times.

A Manual of Style for Contract Drafting

Lord Denning, an influential but controversial English judge, stated that 'Words are the lawyer's tools of trade'. This course book reflects that conviction as it focuses on words, the language of the law - legal terms, expressions, and grammar - introduced systematically with relevant aspects of the law, and examined in context through analytical reading activities based on original legal texts selected for their interest and importance in different branches of the common law system. This book explores constitutional law, criminal law, tort, and contract; yet includes international legal contexts, with a particular focus on human rights and European law. The presentation of legal concepts and terminology in context in each chapter is graded so that the course progresses, building on the vocabulary and law encountered in earlier chapters. Each chapter, organized thematically, includes a series of activities - tasks - to complete, yet the book does not presuppose previous knowledge of legal English or of the common law: full answer keys and reflective commentary on both legal and linguistic aspects are given and sections marked 'Advanced' offer especially challenging materials. Consolidation sections are designed to test students' global comprehension of the legal texts analysed, including precise usage of legal vocabulary in context, with solutions. Common Law Legal English and Grammar is addressed to the non-native speaker of English, and in particular, intermediate to advanced students who are studying law, or academics with a professional interest in Anglo-American law. Practising lawyers will also find that the book offers valuable analysis of the language of legal documents. Please note, this book is not available for purchase in Italy.

American Legal English

The publisher of the successful practical handbook The Legal English Manual (ISBN 978-3-9524737-4-0, www.legalenglishexperts.com) is back with two new course books, which Lawbility has developed and applied in their Professional Legal English & Practical Skills Training since 2010: The Legal English Course Book Volume One/ Volume Two. The practical self-study material and the interactive lessons teach professional business language skills and legal terminology for its application in real-life situations. Besides that, you will be efficiently and professionally preparing yourself for the "PLEPS" Legal English Exam. Volume One contains professional language training including relevant grammar, along with practice examples, as well as an exam preparation for crash courses. Volume Two is an intensified continuation of Volume One. The team of authors is made up of Lawbility Legal English Coaches and internationally practicing lawyers, who functioned as linguists, legal experts and practitioners and have given the body of work its three emphases, namely a language focus (with examples of professional language), a legal focus (with a reference section for legal terminology) and a practical focus (application examples for professional situations). Target group

Lawyers and legal practitioners who use legal English in their daily professional life, lawyers, legal employees and students in (further) education, legal specialist translators, lecturers and legal English teachers at universities and colleges. Content Volume One (10 Modules): *Professional Language in Negotiations, Presentations & Meetings *Practice Examples for Correspondence & Editing: Contracts, Letters, E-Mails, Reports, Minutes *"PLEPS" Exam Preparation Advantages at a Glance: *Course material from tried and tested legal English course concept *Teaches oral and written professional languages competences *Suitable for self-study and group lessons through different forms of training including solutions *Suitable for use in legal English courses at universities, in law firms and legal departments *Teacher's Handbook with useful methodical tips and Train The Trainer offers for lecturers available upon request (contact@lawbility.ch) Date of release Volume Two: Summer 2018

International Legal English Teacher's Book

An exam preparation course that matches the requirements of the CIE syllabus. Matches the requirements of the 2005 University of Cambridge International Examinations (CIE) syllabus. Written by an experienced IGCSE teacher and examiner and endorsed by CIE, ensuring an up to date and comprehensive resource. The Student's Book is divided into four themed sections selected for their relevance to students worldwide: leisure, work, people and ideas. Imaginative exercises and exam tips build confidence and develop the skills needed to succeed in the examination. The Student Workbook provides examination practice exercises in reading, directed writing and continuous writing. Each unit practises the examination skills of skimming, scanning, selecting, collating, structuring and writing.

A Dictionary of Modern Legal Usage

This legal writing book is designed to help students learn and remember the basic elements of writing a legal memo. It focuses on the type of assignment that many young lawyers are given, which is to write a memo answering a specific legal question. It discusses each step in completing such an assignment, providing specific instructions and explanations. Students can also use this book as a reference when they begin practicing law.

Legal, Legislative, and Rule Drafting in Plain English

This market-leading textbook gives an authoritative account of international criminal law, and focuses on what the student needs to know - the crimes that are dealt with by international courts and tribunals as well as the procedures that police the investigation and prosecution of those crimes. The reader is guided through controversies with an accessible, yet sophisticated approach by the author team of four international lawyers, with experience both of teaching the subject, and as negotiators at the foundation of the International Criminal Court and the Rome conference. It is an invaluable introduction for all students of international criminal law and international relations, and now covers developments in the ICC, victims' rights, and alternatives to international criminal justice, as well as

including extended coverage of terrorism. Short, well chosen excerpts allow students to familiarise themselves with primary material from a wide range of sources. An extensive package of online resources is also available.

Online Teaching at Its Best

A comprehensive guide to legal style and usage, with practical advice on how to write clear, jargon-free legal prose. Includes style tips as well as definitions.

The Legal English Manual

This public domain book is an open and compatible implementation of the Uniform System of Citation.

Introducing Course Design in English for Specific Purposes

This guide is easy-to-read for all types of writers and includes notes for legal professionals. The authors consulted multiple grammar-related sources in their research, so readers would not have to. The book contains the following: Rules of grammar and punctuation, with examples Key grammatical terms necessary for understanding rules Citations to grammatical and legal sources Style tips Self-test exercises and answers An easy-to-use index This version of the book is paired with West Academic's Interactive Grammar and Usage Assessment, an online self-assessment tool. Students can work at their own pace in the cleanly designed digital format. The questions are broken into specific categories, so users can focus on particular topics where improvement might be needed. Right answers include an explanation of why an answer is correct. More importantly, the detailed explanations accompanying wrong answers provide a real opportunity for learning. The sophisticated, yet simple, user-interface provides students with many useful options: Tracking progress through questions covering a specific subtopic Viewing scores after completing a quiz Marking specific questions for further review Retaking a quiz any number of times

English as a Global Language

Bring pedagogy and cognitive science to online learning environments Online Teaching at Its Best: A Merger of Instructional Design with Teaching and Learning Research is the scholarly resource for online learning that faculty, instructional designers, and administrators have long been awaiting. Over 70 percent of degree-granting institutions offer online classes, and while technical resources abound, the courses often fall short of integrating the best practices in online pedagogy, even if they comply with online course design standards. Typically these standards omit the best practices in teaching and learning and the principles from cognitive science, leaving students struggling to keep the pace, understand the material, and fulfill their true potential as learners. This book fills the gap, providing evidence-based practices for online teaching, online course design, and online student motivation integrated with pedagogical and cognitive science to help you build the distance learning courses and programs your students deserve. As more and more students opt for distance learning, it's up to designers and instructors to

rethink traditional methods and learn to work more effectively within the online learning environment, and up to administrators to provide the needed leadership. Online Teaching at Its Best provides practical, real-world advice grounded in educational science to help online instructors, instructional designers, and administrators deliver an exceptional learning experience. Adopt new pedagogical techniques designed specifically for online learning environments Ensure strong course alignment and effective student learning for online classes Increase student retention, build necessary support structures, and train faculty more effectively Integrate research-based course design and cognitive psychology into graduate or undergraduate programs Distance is no barrier to a great education; what do stand in the way are inadequate online course design and implementation and deficient faculty training and support—all of which administrators can mitigate. Online Teaching at Its Best will help you ensure that your online classes measure up to the rigor and quality of excellence in teaching and assessment, build in the personal touch for developing a learning community and equip your students to succeed in the next challenge.

Introduction to International Legal English Student's Book with Audio CDs (2)

The focus of this manual is not what provisions to include in a given contract, but instead how to express those provisions in prose that is free of the problems that often afflict contracts.

[ROMANCE](#) [ACTION & ADVENTURE](#) [MYSTERY & THRILLER](#) [BIOGRAPHIES & HISTORY](#) [CHILDREN'S](#) [YOUNG ADULT](#) [FANTASY](#) [HISTORICAL FICTION](#) [HORROR](#) [LITERARY FICTION](#) [NON-FICTION](#) [SCIENCE FICTION](#)