



Organised by

**HUMAN HANDS  
TOGETHER**

In association with



**S&M  
PARTNERS**



# LEGAL DRAFTING ONLINE COURSE

For Law students and Advocates



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**VISIT :**

[smpartners.in/course/online-legal-drafting-course/](http://smpartners.in/course/online-legal-drafting-course/)  
[humanhandstogether.com/](http://humanhandstogether.com/)

## ABOUT HUMAN HANDS TOGETHER

Human Hands Together is an NGO registered as a National level Society under Society Registration Act, 1860 vide reg. no. S/3023/SDM/NW/2017. The Organization aims to provide legal awareness to every section of the Societies. One of its primary objectives is to promote legal education.

## ABOUT S&M PARTNERS

Shahi & Mishra Partners is a LLP Firm run by legal professionals committed for the law student's welfare by empowering them with Knowledge, Experience and Wisdom. It offers a wide range of Certified Online Courses that can be accessed anywhere with best learning experience. It aims to expand to serve the need of law students who are the very foundation of legal fraternity

# CONCEPT NOTE

### ONLINE LEGAL DRAFTING COURSE

*"You can always edit a bad page, if you possess drafting skills."*

Legal education being a professional education for dispense of justice is incomplete without the skills of drafting. A perfect drafting of academic manuscripts from research papers to memorial and practice matters in relation to Suits, Applications, Complaints, Writ petition, Appeals etc. and other such matters connected therewith shall obviously leads to good result in terms of money, time, energy and expectation of not only the learned members of the Bench, but also the Bar as well as the parties to the litigation. It creates a congenial atmosphere where the glory of the judiciary and the Law grows to sky-heights.

It is our great pleasure that after educating 500 + participants from 110 law institutions, we at Human Hands Together in association with S&M Partners is offering an online course on this structure i.e. Legal Drafting Online Course for the 5th Batch. The course is designed by Mr. Vaibhav Shahi, Manging Partner at S&M Partners. In this course one can explore the nuances of Legal Drafting. With a unique vision, this course offers and allows one to identify the important pieces of legal writing and to put together these vital pieces in words clearly, precisely and briefly. To bring each one at a common platform, a basic introduction law is scheduled in the beginning. Beginning with identifying the kinds of legal writing, the course then heads towards the foundational aspects of legal writing. From drafting of moot memorials, legal briefs, and learning the IRAC and citations, this course tends to cover almost all the academic opportunities that one can come across. The course also touches the drafting of court pleadings besides covering the common drafting like legal notice..



# COURSE STRUCTURE

## UNIT 1

- **Assignment and Evaluation.**
- **Doubt resolution Sessions.**

## MODULE 0

### BASICS OF LAW AND PRACTICE

- ♦ What is law and how to study it?
- ♦ Words art and how to read a bare act?
- ♦ Basic principles of interpretation.
- ♦ Judicial precedents.

## MODULE I

### INTRODUCTION TO LEGAL WRITING

- ♦ Objectives and Commonalities of legal writing.
- ♦ Categories/Types of legal writing.
- ♦ Academic legal writing.

## MODULE II

### FUNDAMENTALS OF LEGAL WRITING

- ♦ Fundamentals of legal writing.
- ♦ Mastering the elements of legal writing. Writing of simple legal sentences.
- ♦ How to identify and use verbs and modifiers in legal writing?
- ♦ How to make effective use of language in legal writing and what mistakes to avoid?
- ♦ How to avoid plagiarism while citing sources and authorities?
- ♦ What is legalese? How to use it?

# COURSE STRUCTURE

## UNIT 2

- **Assignment and Evaluation.**
- **Doubt resolution Sessions.**

## MODULE III

### IRAC AND CITATIONS

- ♦ What is IRAC?
- ♦ Understanding the difference between using IRAC versus writing without using IRAC. [Case studies/e.g.].
- ♦ Understanding IRAC as a problem-solving tool How to use uniform citation method? [Bluebook, Jili and OSCOLA]
- ♦ Tips to start writing articles and research papers.

## MODULE IV

### DRAFTING IN MOOT COURTS/ MEMORIAL DRAFTING

- ♦ Understanding different kinds moot problems.
- ♦ How to determine issues & jurisdiction (statement of issues or question presented) of any moot problem?
- ♦ Memorial making & its types.
- ♦ Skeleton making.
- ♦ Different research methodologies while researching.
- ♦ Contents of memorial.
- ♦ How to make different layers of arguments?
- ♦ How to add different sources of law & its kinds?

# COURSE STRUCTURE

## UNIT 3

- **Assignment and Evaluation.**
- **Doubt resolution Sessions.**

## MODULE V

### DRAFTING OF DIFFERENT TYPES OF LEGAL TEXTS

- ♦ Writing of legal letters.
- ♦ How to write legal drafts?
- ♦ How to edit and refine legal writing?
- ♦ Drafting of agreements.

## MODULE VI

### DRAFTING OF PLEADINGS

- ♦ Pleading.
- ♦ Fundamental rules of pleading.
- ♦ Common drafting: Legal Notice, Application etc.
- ♦ Civil pleadings: Plaint and Written Statement
- ♦ Pleading in Criminal Cases: Bail Application and Petition u/s 482 CrPC
- ♦ Petitions in Constitutional courts.



## UNIT 1

# COURSE INSTRUCTORS



**MR. SHOBHIT BATT**

*Associate,*  
Khaitan & Co.



**MS. CHHAYA BHARDWAJ**

*Lecturer,*  
Jindal Global  
Law School



**MS. ANIMA SHUKLA**

*Associate,*  
Saikrishna & Associates



**MR. LOKESH BULCHANDANI**

*Associate,*  
Lakshmikumaran & Shridharan

## UNIT 2



**MS. DIVYA SWAMY**

*Advocate,*  
Delhi High Court



**MR. SAUNAK RAJGURU**

*Attorney,*  
J. Sagar & Associates

## UNIT 3



**MR. RAJ IV SHANKAR DVIVEDI**

*Advocate-on-Record,*  
Supreme Court of India



**DR. PRAVEEN ALOK**

*Of-Counsel Attorney,*  
O.P. Khaitan & Co.



**DR. AMIT GEORGE**

*Advocate,*  
Delhi High Court



**MR. SWAPNIL VERMA**

*Deputy Manager (Law),*  
Power Grid Corporation of  
India Limited



**MR. HARSH PRABHAKAR**

*Advocate,*  
Delhi High Court



**MR. HARSH PRATAP SHAHI**

*Panel Counsel,*  
State of UP,  
Supreme Court of India

# REGISTRATION PROCESS

Registration is open now. The Participants are required to fill the registration form online along with the Registration Fee. The registration fee shall be paid online.

Registration Form :

[www.smpartners.in/course/online-legal-drafting-course/](http://www.smpartners.in/course/online-legal-drafting-course/)

Registration Fee

₹ 1350

## MODE OF CLASSES

- ♦ The Mode of Learning will be online. There will be doubt resolution sessions on a regular basis.
- ♦ All the modules will be recorded video lectures. However, participants can stream the video on any system during the period of that Unit but they will not be provided the access to download.

## EVALUATION

- ♦ Participants will be evaluated on all the three units.
- ♦ The participants will be sent an assignment which they have to submit before the time.
- ♦ To eligible for the Certificate, Participants will have to score atleast 45% aggregate.
- ♦ The marks will be reflected in the Certificate.

## PERKS

- ♦ Learn the skills of drafting at the college level that will help you in grabbing internships and jobs.
- ♦ E-certificate of course completion will be provided to all participants.

**For any queries, Contact**

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