

## SOLICITORS LEGAL SKILLS MODULE EXAMPLE TIMETABLE: PART-TIME 20-WEEK COURSE

This example timetable was updated in November 2023. The exact details of every course is subject to change, as the College develops its programmes.  
Every course timetable will vary depending on the size of the cohort and availability of supervisors and module leaders.

	ACROSS THE COURSE	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6	WEEK 7	WEEK 8	WEEK 9	WEEK 10	
Monday	<b>GUIDED LEARNING</b>	Town Hall (30 mins)	1 Group Feedback Session			1 Group Feedback Session		1 Group Feedback Session	1 Group Feedback Session	1 Group Feedback Session	1 Group Feedback Session	
Tuesday		Personal Supervisor Group meeting (30 mins)		Town Hall (30 mins)		Personal Supervisor Meeting (15 mins)		Town Hall (30 mins)		Personal Supervisor Group meeting (30 mins)		
Wednesday		Town Hall (30 mins)										
Thursday		PROP Surgery (30 mins) 1 Written Skill Submission				WILLS Surgery (30 mins) 1 Written Skill Submission			DSP Surgery (30 mins) 1 Written Skill Submission	1 Written Skill Submission	1 Written Skill Submission	1 Written Skill Submission
Friday						Oral Skills Practice & Individual Feedback (1hr 15-20 mins)			Oral Skills Practice & Individual Feedback (1hr 15-20 mins)			
Notes	<p>The timetable, including days and times for sessions will be set the week before the course starts and will be available on your calendar on the Learning Portal</p> <p>Guided Online Learning can be carried out at any time throughout the week, including evenings and weekends</p> <p>Supervision Meetings, Surgeries and Town Halls will be normally be scheduled between 9am and 5pm, Monday to Friday.</p> <p>Surgeries and Town Halls are recorded for those who cannot attend.</p> <p>Feedback on Written Skills Practices will be given in writing and through group sessions</p> <p>Oral Skills Practice &amp; Feedback Sessions are live between 9am and 5pm, Monday to Friday</p> <p>The deadline for submissions is 17:00</p> <p>Some student cohorts have set up optional peer study groups on the weekends to support each other</p>						Text Key		<p><b>Practice Areas</b></p> <p>BUS: Business Law and Practice CRM: Criminal Litigation DSP: Dispute Resolution PROP: Property Practice WILLS: Wills and Intestacy</p> <p><b>Skills Areas</b></p> <p>CMA: Case and Matter Analysis LW: Legal Writing LR: Legal Research LD: Legal Drafting CIAN: Client Interview and Attendance Note ADV: Advocacy</p>			

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	ACROSS THE COURSE	WEEK 11	WEEK 12	WEEK 13	WEEK 14	WEEK 15	WEEK 16	WEEK 17	WEEK 18	WEEK 19	WEEK 20
Monday	<b>GUIDED LEARNING</b>		1 Group Feedback Session		1 Group Feedback Session		1 Group Feedback Session	1 Group Feedback Session	1 Group Feedback Session	1 Group Feedback Session	<b>SUMMATIVE ASSESSMENTS</b>
Tuesday		Town Hall (30 mins)		Personal Supervisor Meeting (15 mins)		Town Hall (30 mins)		Town Hall (30 mins)	Personal Supervisor Meeting (15 mins)		
Wednesday											
Thursday		1 Written Skill Submission	WILLS Surgery (30 mins)	PROP Surgery (30 mins)		CRM Surgery (30 mins)		DSP Surgery (30 mins)	BUS Surgery (30 mins each)		
Friday			Oral Skills Practice & Individual Feedback (1hr 15-20 mins)			Oral Skills Practice & Individual Feedback (1hr 15-20 mins)					
Notes	<p>The timetable, including days and times for sessions will be set the week before the course starts and will be available on your calendar on the Learning Portal</p> <p>Guided Online Learning can be carried out at any time throughout the week, including evenings and weekends</p> <p>Supervision Meetings, Surgeries and Town Halls will be normally be scheduled between 9am and 5pm, Monday to Friday.</p> <p>Surgeries and Town Halls are recorded for those who cannot attend.</p> <p>Feedback on Written Skills Practices will be given in writing and through group sessions</p> <p>Oral Skills Practice &amp; Feedback Sessions are live between 9am and 5pm, Monday to Friday</p> <p>The deadline for submissions is 17:00</p> <p>Some student cohorts have set up optional peer study groups on the weekends to support each other</p>						<b>Text Key</b>		<p><b>Practice Areas</b></p> <p>BUS: Business Law and Practice</p> <p>CRM: Criminal Litigation</p> <p>DSP: Dispute Resolution</p> <p>PROP: Property Practice</p> <p>WILLS: Wills and Intestacy</p>	<p><b>Skills Areas</b></p> <p>CMA: Case and Matter Analysis</p> <p>LW: Legal Writing</p> <p>LR: Legal Research</p> <p>LD: Legal Drafting</p> <p>CIAN: Client Interview and Attendance</p> <p>Note</p> <p>ADV: Advocacy</p>	