

## COURSE SYLLABUS: 2022-23

### BASIC INFORMATION ON THE COURSE

Course : Professional languages: Legal-administrative English			
Course code:	70483125	Plan:	Máster en Estudios Ingleses: Aplicaciones Profes. y Comunic. Intercultural
Academic year:	2022-23	Undergraduate/Graduate:	Master degree
Degree year:	1	Type:	Compulsory
Duration:	2 term		
Teacher:	Cruz Martínez, María Soledad		

### TIME DISTRIBUTION ACCORDING TO REGULATIONS

Credits:	3
Total time:	75
<b>USE OF LEARNING PLATFORM (Teaching support, Multimodal, or Virtual):</b>	Multimodal

### TEACHER

Name	<b>Cruz Martínez, María Soledad</b>		
Department	Departamento de Filología		
Building	DEPARTAMENTAL HUMANIDADES II 1		
Office	1.10		
Telephone	+34 950214285	E-mail (institutional)	<a href="mailto:mcruz@ual.es">mcruz@ual.es</a>
Website	<a href="#">Web de Cruz Martínez, María Soledad</a>		

### OTHER IMPORTANT INFORMATION

#### Content Justification

The description and analysis of legal English is interesting for two main reasons:  
 1) The peculiarity of the English legal system, an immediate frame of reference for this variety of the professional language.

2) The challenge for the linguist to analyse the characteristics and nature of this professional variety of English

#### Courses related in Study Plan

English professional languages

#### Required Knowledge to address the course

B2 (upper-intermediate level)

### COMPETENCES

#### Basic and General Competences

##### *Basic competences*

- Second Language Competence.
- Problem-solving skills.
- ITC competence.
- Ability to work independently.

##### *General competences*

- To understand and acquire the right knowledge.
- To Apply knowledge
- To learn abilities

#### Transversal competences of Almería University

- Second Language Competence.
- Problem-solving skills.
- Ability to work in group

#### Specific Competences

- Knowledge of the most significant characteristics of English legal system
- Recognition of basic characteristics of legal-administrative English and its most outstanding professional genres
- Ability to analyse Legal- administrative texts from a linguistic point of view

### LEARNING OUTCOMES

1. To know the basic peculiarities of the English legal system
2. To analyse and describe the characteristics of legal English and its professional genres
3. To analyse and describe the characteristics of legal and administrative genres

### PLANNING

## Contents

### 1 Introduction

1.1 Sources of English Law

1.2 Case Law and Common Law

### 2. Legal English

2.1 General characteristics

2.2 Syntax and Morphology of Legal English

2.3 Legal vocabulary

### 3. Legal-administrative genres

## LEARNING SYSTEM AND METHODOLOGY / CONTINGENCY PLAN

- 4 face-to-face sessions consisting of participative Master classes for the description of theoretical concepts and its practical application to legal texts
- Autonomous work of the student in order to prepare activities to be evaluated through blackboard learning platform

#### Contingency Plan:

Faced with high levels of health alert, the training activities planned in the Participative Master classes will continue with the face-to-face teaching according to the planning established. Faced with more restrictive measures agreed by the health authorities, these sessions would also be carried out by videoconference ”

## Teaching Innovation Activities

### Functional Diversity/ Disability

Those students with disabilities or special educational needs can get in contact with the Delegation of the Rector for the Functional Diversity (<http://www.ual.es/discapacidad>) to receive the appropriate guidance and advice in order to facilitate their instructional, learning and training processes. Likewise, these students may request the implementation of the necessary and suitable adaptations of content, methodology and evaluation that guarantee equal opportunities in their academic development. The processing of any personal data or aggregated information regarding these aforementioned students, in fully compliance with the GDPR, is strictly confidential. Faculties and academic staff lecturing the course referenced by this guide/document will be in charge of applying the recommended adaptations approved by the Delegation of the Rector for the Functional Diversity. This fact will be, therefore, notified to the School or Faculty as well as to the coordinator of the academic course.

## COMPETENCY ASSESSMENT

### Criteria and Assessment Tools / Contingency Plan

Evaluation criteria will fundamentally affect the competence acquired by the student for the recognition and, where appropriate, production of the fundamental characteristics of the most representative legal and administrative genres in the English language. For this, the following criteria will be taken into account:

**Ordinary call:**

Continuous Assessment System :

- a) 2 activities on any of the aspects addressed in the subject contents: each activity will account for 20% of the final grade
- b) Final exam testing the contents of the course. This exam will compute 60% on the final grade for students who have participated in the continuous assessment tests

Single final assessment: Final exam testing the contents of the course. This exam will compute 100% on the final grade

**Extraordinary call:**

Single final assessment: Final exam testing the contents of the course. This exam will compute 100% on the final grade

**Contingency plan**

It will remain as described in the evaluation section. In cases where the health authorities advise and/or agree on the non-attendance of the evaluation tests in the ordinary and/or extraordinary calls, the indicated tests will be carried out through the virtual Blackboard Learning platform ”.

PLAGIARISM, COPIES AND OTHERS: As established by the University of Almeria in the Regulations for the Evaluation of Learning (chapter 1, section 4.4.): "In the process of carrying out work, these may not be the object of plagiarism or copying of that carried out by another student. Non-compliance may annul the validity of the work for the evaluation of the subject". The tasks will be verified by means of the anti-plagiarism tools of the University of Almeria.

**Follow-up Mechanisms**

- Class attendance
- Delivery of classroom/virtual activities

**COURSE MATERIALS**

Recommended course materials

*Basic*

- Enrique Alcaraz Varó . El inglés jurídico: Textos y documentos . Ariel.
- John Gibbons. Language and the law. Longman.
- Riley, A. . English for law. Mc Millan.

*Complementary*

- Barnard, D.. The criminal court in action . Butterworths.
- Goodrich, P.. Legal Discourse. Mc Millan.

Course materials available in UAL's Library

<http://almirez.ual.es/search/x?SEARCH=70483125>

**WEBSITES**