

## 103E Course Outline

Semester: Spring 2025-2026

103E Calendar		
Spring Semester 2025-2026	15 weeks 3 hrs. per week 45 hrs. total	

- Course name: Advanced Legal English
- Course coordinator: Ahmad Ali
- Course code: 103E
- Course book: International Legal English – A Course for Classroom or Self-study Use
- Pre-requisite: 102E
- Status: compulsory for students admitted directly to 102E; otherwise, it is elective
- Teaching days: Sun. – Tue. – Thurs. Or Mon. – Wed.

---

### Instructor Details

- Instructor:
- Office hours:
- Email: [ahmedali@kilaw.edu.kw](mailto:ahmedali@kilaw.edu.kw)

## **Course Description**

The main purpose of English 103E is to enhance KILAW students develop the different language skills that help them develop their academic and professional skills through various tasks based on language skills. The course completes what the students have been trained for in the previous courses, and it is equivalent to B2-C1 on the CEFR scale. Students will practice legal writing in the form of an email of advice from a lawyer to a proposed client, write a threatening letter before taking action, summarize a legal case, and comment on verdicts and give an alternative opinion using proper terminology. Students are also trained to read and listen to legal texts/dialogues and answer related questions with special focus on legal terminology. Finally, students will be required to prepare and deliver presentations individually or in groups on a legal case. Upon completion, the students will be able to construct formal writing and speaking texts and understand ESP listening texts.

## **Course Goal**

To help students develop legal English vocabulary, improve reading comprehension skills, support the listening skill, enhance the speaking and debate capabilities, and enrich critical legal correspondence and summary making by using opinion and analytical critical thinking.

## **Course Objectives**

By the end of the semester, students will:

1. Read and understand a variety of reading passages and recognize legal terminology through context clues.
2. Develop legal terminology through legal reading and listening passages.
3. Speak and debate fluently in front of an audience on a variety of legal topics and create a communicative environment with the audience using appropriate terminology and complex grammar.
4. Write a variety of legal correspondence.
5. Summarize and criticize legal verdicts.
6. Recognize specific information from advanced legal listening texts.

## **Assessment Methods**

Throughout the semester, students' performance and progression are assessed using the following formative and summative assessment methods:

<b>Assessment Method</b>	<b>Allocated Marks</b>
Quiz 1 – Writing Email of Advice	5
Quiz 2 – Speaking	5
Quiz 3 – Listening	5
Quiz 4 – Speaking	5
Midterm Exam	20
<b>Total</b>	<b>40</b>

Rubrics are available to students within the course outline and will be discussed in class.

At the end of the semester, students across all courses sit for a final exam worth 60 points, which, when added to the marks allocated for coursework, results in a mark out of 100 and an equivalent letter grade.

The **103E** final exam's structure goes as follows:

<b>Task</b>	<b>Allocated Marks</b>
Reading Comprehension	20 marks
Writing	30 marks
Vocabulary	10 marks
<b>Total</b>	<b>60</b>

**Student Learning Outcomes:**

**I. Reading Comprehension**

- 1.1 Recognize legal collocations in context.
- 1.2 Identify the main ideas of specific paragraphs in advanced legal texts.
- 1.3 State specific references in advanced legal texts.
- 1.4 Recognize facts and details of advanced legal texts.
- 1.5 Recognize facts and details of advanced legal texts.
- 1.6 Arrange pieces of relevant information in an advanced legal text.
- 1.7 Complete statements from an advanced legal text with proper vocabulary from the text.

**II. Vocabulary**

- 2.1 Match advanced legal terminologies with their definition.
- 2.2 Complete sentences with the appropriate advanced legal terminology from a given list.

**III. Speaking**

- 3.1 Present an advanced legal speech on current issues.
- 3.2 Engage in legal dialogues or debates on legal topics.
- 3.3 Produce a variety of sentence structures, advanced legal terminology, and complex grammatical structures.
- 3.4 Answer questions on the presented legal topics.

**IV. Writing**

- 4.1 Produce an email of advice from a proposed lawyer to a potential client using appropriate vocabulary and grammar.
- 4.2 Produce a legal letter threatening to take action using appropriate terminology, complex sentence structures, and grammar.
- 4.3 Summarize legal cases, analyze and criticize a verdict, and give an alternative verdict.

**V. Listening**

- 5.1 Answer open-ended questions.
- 5.2 Recognize various legal terminology in a legal text/dialogue.
- 5.3 Distinguish true and false information in an advanced legal text/dialogue and correct the wrong statements.

	Assessment Methods and Grades						Achievement scale		
	SLO	Quizzes	Midterm	Final	Presentation	Total			
1 - Reading Comprehension	1.1 Recognize legal collocations in context.	-	2	4		6	0 --2	3--4	5--6
							unable/barely able to recognize collocations in context	partially able to recognize collocations in context	able to recognize collocations in context
	1.2 Identify the main ideas of specific paragraphs in advanced legal texts.		1	2		3	0--1	2	3
							unable/barely able to identify the main ideas of a legal text	partially able to identify the main ideas of a legal text	able to identify the main ideas of a legal text
	1.3 State specific references in advanced legal texts.		1	2		3	0 -- 0	1 -- 2	3
							unable to state references in a legal text	partially able to state references in a legal text	able to state references in a legal text
	1.4 Recognize facts and details of advanced legal texts.		5	4		9	0 -- 3	4--6	7--9
							unable/barely able to identify facts and details in a legal text	partially able to identify facts and details in a legal text	able to identify facts and details in a legal text
	1.5 Make inferences from the information presented in a legal text.	0	1	1	0	2	0	1	2
							unable to make inferences from a given legal text	partially able to make inferences from a given legal text	able to make inferences from a given legal text
	1.6 Arrange pieces of relevant information in an advanced legal text.			4		4	0--1	2--3	4
							unable/barely able to match information in a given legal text	partially able to match information in a given legal text	able to match information in a given legal text

	1.7 Complete statements from advanced legal text with proper vocabulary from the text.			3		3	0--0	1--2	3
2 - Vocabulary	2.1 Match advanced legal terminologies with their definition.		2.5	5		7.5	0 -- 1.5	2-- 5.5	6--7.5
							unable/barely able to identify legal definitions of advanced legal terminology	partially able to identify advanced legal definitions of legal terminology	able to identify advanced legal definitions of legal terminology
	2.2. Complete sentences with the appropriate advanced legal terminology from a given list.		2.5	5		7.5	0 -- 1.5	2 -- 5.5	6 -- 7.5
							unable/barely able to fill in sentences with appropriate vocabulary	partially able to select correct words to complete sentences	able to select correct words to complete sentences
3 - Speaking	3.1 Present an advanced legal speech on current issues.	2			2	4	0--1.5	2--3	3.5--4
							unable/barely able to deliver a speech on a legal topic using proper terminology and expressions	partially able to deliver a speech on a legal topic using proper terminology and expressions	able to deliver a speech on a legal topic using proper terminology and expressions

	3.2 Engage in legal dialogues or debates on legal topics.	1			1	2	0	1	2
							unable to develop an argument with appropriate highlighting of significant points and relevant supporting detail	partially able to develop an argument with appropriate highlighting of significant points and relevant supporting detail	able to develop an argument with appropriate highlighting of significant points and relevant supporting detail
	3.3 Produce a variety of sentence structures, advanced legal terminology, and complex grammatical structures.	1			1	2	0	1	2
							unable to produce a variety of advanced structures, advanced legal terminology, and different sentence types	partially able to produce a variety of advanced structures, advanced legal terminology, and different sentence types	produce a variety of advanced structures, advanced legal terminology, and different sentence types
	3.4 Answer questions on the presented legal topics.	1			1	2	0	1	2
							unable to establish communicative platform with the audience	partially able to establish communicative platform with the audience	able to establish communicative platform with the audience
4 - Writing	4.1 Produce an email of advice from a proposed lawyer to a potential client using appropriate vocabulary and grammar.	5	5	0		10	0--2.5	3--8	8.5--10
							unable/barely able to write an organized email of advice using appropriate vocabulary and grammar	partially able to write an organized email of advice using some appropriate vocabulary and grammar	able to write an organized email of advice using some appropriate vocabulary and grammar

	4.2 Produce a legal letter threatening to take action using appropriate terminology, complex sentence structures, and grammar.	0	0	15		15	0--3	3.5--12.5	13--15
	4.3 Summarize legal cases, analyze and criticize a verdict and give alternative verdict.	0	0	15		15	0--3	3.5--12.5	13--15
	5.1 Answer open-ended questions.	1				1	0 -- 0.25	0.5 -- 0.75	1
<b>5. Listening</b>	5.2 Recognize various legal terminology in a legal text/dialogue.	2				2	0 -- 0.75	1 -- 1.5	1.75 -- 2
							unable/barely able to recognize specific words from a listening text/dialogue	partially able to recognize specific words from a listening text/dialogue	able to recognize specific words from a listening text/dialogue

5.3 Distinguish true and false information in an advanced legal text/dialogue and correct the wrong statements.	2				2	0 -- 0.75	1 -- 1.5	1.75 -- 2
						unable/barely able to differentiate between true and false information from a listening text/dialogue or correct the wrong statements	partially able to differentiate between true and false information from a listening text/dialogue or correct the wrong statements	able to differentiate between true and false information from a listening text/dialogue or correct the wrong statements

15

20

60

5

100

Quizzes	15
Midterm	20
Presentation	5
Final exam	60
<b>Total mark</b>	<b>100</b>

### Achievement Scale

103E Matrix Scale					
COs	1	2	3	4	5
SLOs					
Reading 1	X				
Reading 2	X				
Reading 3	X				
Reading 4	X				
Reading 5	X				
Reading 6	X				
Reading 7	X				
Vocab 1		X			
Vocab 2		X			
Speaking 1			X		
Speaking 2			X		
Speaking 3			X		
Speaking 4			X		
Writing 1				X	
Writing 2				X	
Writing 3				X	
Listening 1					X
Listening 2					X
Listening 3					X

**English 103E Syllabus**  
**Spring Semester, 2025-2026**

	<b>Reading &amp; Vocabulary</b>	<b>Speaking</b>	<b>Listening</b>	<b>Writing</b>	<b>Notes</b>
Week 01 Jan. 26-29	Unit Two: Contract Law * Reading 1, P18-19	* Discussion on Reading 1		Email of advice P25-26 (Discuss & Analyze)	Drop & Add Week
Week 02 Feb. 01-05	Unit Two: Contract Law * Reading 2, P20 * Reading 3, P22	* Presentation & Discussion, P 22, item 23	* Tracks 5,6,7,8 P20-21 * Track 9, P23	* Practice email of advice + Homework	* Homework will be emailed to the instructor before next class
Week 03 Feb. 08-12	Unit Eight: Litigation & Arbitration * Reading 2, P85 * Reading 3, P88	* Speaking 1, Debate, P 99  (All students should be involved)	* Listening 1, P 87	* Threatening Letter before action	
Week 04 Feb. 15-19	Unit Eight: Litigation & Arbitration * Reading 4, P89 * Reading 5, P89	* Speaking 1, Debate, P 99	* Listening 2, P 91	* Threatening Letter before action	Quiz 1 Writing email of Advice <b>Ramadan begins 18/19!!!</b>
Week 05 Feb. 22-24	Unit Three: Tort Law * Reading 1, P28-30 * Reading 2, P30-31	* Speaking 1, P31	* Listening 1, P32	* Threatening letter before action	<b>Feb. 25 &amp; 26 holiday</b>
Week 06 March 01-05	* Reading 3, P33 * Reading 4, P35	* Speaking 3, P37	* Listening 2, P33	* Threatening letter before action	

<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="background-color: #a6c9e9;">Reading &amp; Vocabulary</th><th style="background-color: #a6c9e9;">Speaking</th><th style="background-color: #a6c9e9;">Listening</th><th style="background-color: #a6c9e9;">Writing</th><th style="background-color: #a6c9e9;">Notes</th></tr> </thead> </table>						Reading & Vocabulary		Speaking	Listening	Writing	Notes
Reading & Vocabulary		Speaking	Listening	Writing	Notes						
Week 07 March 08-12	Unit Four: Criminal Law * Reading 1, P39	* Introduction to Speaking/Presentation skills	* Listening 1, P 42	* Writing 2, Summary							
Week 08 March 15-18	Continue Unit Four * Reading 2, P43	* Introduction to Speaking/Presentation skills	Continue Unit Four * Listening 2, P 46	* Writing 2, Summary, P 70	Midterm						
Eid Alfitre Holiday	19 March to 23 March 2026										
Week 09 March 24-26	Unit Five: Company Law * Reading 1, P50 * Reading 2, P52	* Speaking 1, P43 * Speaking 2, P46	* Listening 1, P 53	Practice summary making with tips to students to consider	Quiz TWO (Speaking)						
Week 10 March 29- April 02	Unit Five * Reading 3, P55	Continue Unit Four * Speaking 3, P 48	* Listening 2, P 56	Students send assignments to teacher before next class							
Week 11 April 05-09	Unit Seven: Real Property Law * Reading 1, P72 * Reading 2, P74	* Speaking 1, P 54 * Speaking 2, P 58	* Listening 1, P 76 * Listening 2, P 78								
Week 12 April 12-16	Unit Seven: Real Property Law * Reading 3, P80	* Speaking 1, P 87 (individual/ group presentations)		Assignments given back to students to practice summary at home							
Week 13 April 19-23	Unit Nine: International Law * Reading 1, P94 * Reading 2, P96	* Speaking 1, P 87 (individual/ group presentations)		Discuss assignments individually (other students take part in discussion)	Quiz Four (Speaking)						

	<b>Reading &amp; Vocabulary</b>	<b>Speaking</b>	<b>Listening</b>	<b>Writing</b>	<b>Notes</b>	
Week 14 April 26-30	Unit Nine: International Law * Reading 3, P100 * Reading 4, P101	Speaking 1: Debate P 99 (Group debate/discussion)	* Listening 1, P 98	Practice writing for the final exam	Quiz Four (Speaking)	
Week 15 May 03-07	Practice external reading texts/exercises		* Listening 2, P 102	Practice writing (summary) for the final exam		
8 – 11 May	Study Break for the Spring Semester Final Exams 2026					
12 – 23 May	Final Exams for the Spring Semester 2026					

**English 103E Exam Content Specifications**  
**Spring Semester, 2025-2026**

**Assessment**

**Material**

**QUIZ 1**

**Writing:** Email of Advice/{Unit Two: Contract Law}

**MIDTERM**

**Reading:** One legal passage [unseen].

**Vocabulary:** {Contract Law – Tort Law – Criminal Law – Litigation & Arbitration – Company Law}

**Writing:** Letter before action

**QUIZ 2**

**Speaking:** Students select a legal topic and talk about it.

**QUIZ 3**

**Listening:** Unseen listening text.

**QUIZ 4**

**Speaking:** Students select a legal topic and talk about it.

**FINAL EXAM**

**Reading:** One legal passage [unseen].

**Vocabulary:** {Contract Law – Litigation & Arbitration – Tort Law – Criminal Law – Company Law – Real Property Law –International Law, }

**Writing:** Threatening letter before taking legal action  
Summary

## Writing Rubric: Email of Advice

Criteria	Needs Improvement (1-2)	Satisfactory (3)	Good (4)	Excellent (5)
1. Clarity of Legal Advice	Advice is unclear, inconsistent, or confusing.	Some parts are vague or confusing; requires client follow-up.	Mostly clear and logical; minor areas need clarification.	Legal advice is precise, well-reasoned, and clearly articulated. No ambiguity.
2. Structure & Organization	Poorly structured or disorganized; difficult to follow.	Structure is present but inconsistent or not intuitive.	Organized but some transitions between sections are weak.	Email is well-structured: introduction, main advice, next steps, and conclusion.
3. Tone & Professionalism	Inappropriate, overly informal, or insensitive tone.	Tone is neutral or too informal; lacks warmth or reassurance.	Generally professional with occasional tone missteps.	Professional, respectful, and empathetic tone. Builds trust with the client.
4. Legal Accuracy	Contains significant legal inaccuracies.	Some legal errors or oversimplifications.	Mostly accurate with only minor technical flaws.	Demonstrates a high level of legal accuracy and understanding.
5. Client-Friendly Language	Too technical or filled with jargon; likely confusing to a non-lawyer.	Some jargon without explanation; client may struggle to understand.	Mostly accessible language; occasionally unexplained legal terms.	Uses plain English; avoids jargon; legal terms are explained clearly.
6. Actionable Guidance	No actionable advice or follow-up steps included.	Vague recommendations; lacks clear actions.	Some guidance is provided, but next steps could be clearer.	Provides clear next steps or options; client knows what to do next.
7. Grammar & Mechanics	Frequent language errors; seriously affects readability.	Noticeable grammar/spelling issues that may hinder clarity.	Minor mechanical errors; does not interfere with understanding.	Free of grammar, spelling, or punctuation errors.

## Writing Rubric: Summary

Criteria	Needs Improvement (1–2)	Satisfactory (3)	Good (4)	Excellent (5)
1. Case Summary Accuracy	Incomplete, inaccurate, or unclear summary of the case.	Includes main facts and verdict but lacks depth or has factual inconsistencies.	Generally accurate; minor omissions or imprecise points.	Clearly and accurately summarizes key facts, issues, legal reasoning, and outcome.
2. Identification of Legal Issues	Misses key legal issues or misunderstands the court's reasoning.	Identifies basic legal issues; lacks detail or misinterprets some.	Identifies most key issues; some are not fully developed.	Identifies all relevant legal issues and principles applied by the court.
3. Clarity of Commentary	Commentary is unclear, disjointed, or difficult to follow.	Commentary is somewhat disorganized or vague.	Commentary is mostly clear and shows understanding of the case.	Commentary is clear, insightful, and logically developed.
4. Depth of Critical Analysis	Little or no critical analysis; opinion is superficial or unsupported.	Basic opinion stated, lacks analytical depth or justification.	Some critical engagement; addresses fairness or implications briefly.	Thoughtful, critical engagement with the verdict; addresses implications, fairness, precedent.
5. Use of Legal Terminology	Incorrect, excessive, or missing legal terminology.	Some misuse of terms; little explanation of legal language.	Correct legal language used with minor lapses or no explanation.	Uses legal terms correctly and appropriately; explains terms where needed.
6. Organization & Structure	Poor organization; unclear progression of ideas.	Structure present but uneven or hard to follow.	Mostly organized; minor lapses in flow.	Well-organized; follows logical structure: summary → comment → conclusion.
7. Grammar & Style	Frequent language errors or inappropriate writing style.	Several grammar or punctuation issues; style may be too informal or vague.	Few minor errors: writing is mostly clear and professional.	Error-free grammar and appropriate formal/legal writing style.

## Writing Rubric: Letter Before Legal Action

Criteria	Needs Improvement (1–2)	Satisfactory (3)	Good (4)	Excellent (5)
1. Clarity of Purpose	Purpose is vague, confusing, or missing altogether.	Purpose is somewhat clear but lacks precision or legal framing.	Purpose is mostly clear with minor ambiguity.	Purpose of the letter (legal grievance and demand) is clearly and strongly stated.
2. Factual Background	Facts are incorrect, unclear, or missing.	Key facts included but lacks clarity or contains some irrelevant/incomplete information.	Mostly accurate; may include minor irrelevant details.	Accurate, concise, and relevant summary of events leading to dispute.
3. Legal Basis & Argument	Legal basis is weak, unsupported, or incorrect.	Basic legal reasoning included but underdeveloped or somewhat flawed.	Legal claim is mostly sound but may lack supporting details or precision.	Strong legal basis stated clearly with references to relevant law, contract, or duty.
4. Tone & Professionalism	Unprofessional, hostile, or inappropriate language.	Tone is inconsistent; may seem informal, aggressive, or unclear.	Mostly professional; may be slightly too aggressive or passive in tone.	Firm but professional and respectful; avoids threats or emotional language.
5. Demand & Remedies Sought	Demands are unclear, excessive, or missing altogether.	Demands are vague, unrealistic, or missing a timeline.	Demands stated but may lack precision or deadline.	Specific, reasonable demands and legal remedies are clearly stated.
6. Warning of Legal Consequences	No clear mention of legal consequences or over threatening.	Vague reference to action without clear consequences.	Warning included but lacks legal clarity or strength.	Clear statement of possible legal action if demand is not met.
7. Structure & Format	Disorganized; lacks headings, paragraphs, or coherence.	Some organizational issues; hard to follow in places.	Well-structured with minor formatting issues.	Logical, well-organized, and professionally formatted letter.
8. Grammar & Style	Frequent mistakes: poor grammar/style affects credibility.	Several errors or overly casual/informal style.	Minor grammar or style issues; generally professional.	Grammatically flawless; formal and legal writing style.

## 103E Speaking and Debating Rubric

Name of presenter(s): \_\_\_\_\_

Topic: \_\_\_\_\_

<b>Speaking</b>		
<b>Category</b>	<b>Scoring Criteria</b>	<b>Total (5.0 pt)</b>
<b>Range</b>	The student has a good command of language allowing him/her to express him/herself clearly in an appropriate style on a wide range of legal topics.	0.5
<b>Accuracy</b>	Consistently maintains a high degree of grammatical accuracy. Errors are rare, difficult to spot and generally corrected when they occur.	0.5
<b>Fluency</b>	Can express him/herself fluently.	0.5
<b>Interaction</b>	Can select a suitable phrase from a readily available range of discourse functions to preface his/her remarks in order to get or keep the floor and to relate to his/her own contributions skillfully to those of other speakers.	0.5
<b>Debating</b>		
<b>Category</b>	<b>Scoring Criteria</b>	<b>Total: 5pts</b>
<b>Systematic Argument</b>	Can develop an argument systematically with appropriate highlighting of significant points, and relevant supporting detail.	1
<b>Argument Development</b>	Can develop a clear argument, expanding and supporting his/her points of view at some length with subsidiary points and relevant examples.	1
<b>Expressing Opinion</b>	Can construct a chain of reasoned argument: Can explain a viewpoint on a topical issue giving the advantages and disadvantages of various options	1
<b>Total (5.0 pt)</b>		