

# ***New Lawyer Induction Programme.***

For SQE trainees.



# Build skills, *stay ahead.*

## Legal training for a future-proof workforce.

Give your SQE trainees, apprentices, and junior lawyers the specialist skills and knowledge needed for a successful transition into practice with BPP's New Lawyer Induction Programme. The programme has been carefully designed to build on SQE knowledge and skills, using a mixture of real-world case studies and hands-on practice exercises.

### Who is it for?

The New Lawyer Induction Programme is aimed at SQE/QWE trainees and apprentices but is also suitable for paralegals and newly qualified or junior practitioners.

### Courses that fit your needs

The New Lawyer Induction Programme comprises three core modules and your choice from a comprehensive range of elective modules. Learners can take modules individually, or in any combination, to suit the needs of you and your organisation and work alongside your existing internal inductions and training.

For ultimate flexibility, you can purchase single modules or mix and match to create your own cost-effective pack.



# Modern study for *modern professionals.*

BPP training is built for your business and designed to fit around learners' lives.

We focus on making our programmes accessible and engaging to maximise every learner's chance of success and ensure our training delivers the impact your business wants.

## Face-to-face

Ideal for learners who prefer the structure and discipline of a physical classroom setting, BPP's face-to-face study option offers:

- ✓ State-of-the-art facilities with teaching delivered in a modern classroom
- ✓ A blend of traditional teaching with digital platforms
- ✓ Group exercises which allow learners to develop team working and critical thinking skills

Our core modules are available face-to-face in London.

## Online Classroom Live

Our premium online study mode offers a virtual classroom with:

- ✓ Ability to study from home or the office for maximum flexibility
- ✓ Interactive features that replicate a real-life classroom to keep learners fully engaged
- ✓ Smaller group breakout rooms where learners can work together

## In-house training

We can deliver expert training either at your premises or in a BPP centre, at a time that suits you.

## E-learning packs

Our Legal Practice Specialisms suite of interactive, online courses across key legal practice areas takes online learning a step further than the traditional recorded webinar format. Each pack is made up of a selection of hour-long online training courses, encompassing a lively mix of audio, video, and text-based content. This agile, bite-sized, self-paced training can be accessed via a range of devices for flexible learning on the go.

# Core modules.

## Solicitors' Professional Standards and Liability (1 day)

An essential guide to the rules and professional conduct requirements for your new lawyers to ensure full visibility on liability and risk around professional standards.

- Profitable file handling
- AI and legal practice
- Conflicts of interest
- Confidentiality
- Advocacy and ethics
- Reporting wrongdoing
- Undertakings

**6 hours**

## Advocacy and Communication (2 days)

Trains new lawyers in communication techniques, advocacy, witness handling and trial skills.

- Effective communication with clients, expert witnesses, and opposition lawyers
- Develops questioning and active listening skills for interviewing witnesses
- Practical training in examination-in-chief, cross examination and re-examination
- Review of trial structure
- Preparation and delivery of opening and closing speeches

**12 hours**

## Solicitors and Financial Services (2 days)

Covers the financial service transactions your trainees may encounter in their roles.

- Principles of investing
- Types of investments under Financial Services and Markets Act 2000 (FSMA)
- Arranging, advising and liability under s.19 FSMA
- Exclusions applicable to legal practice and exemption under the SRA Financial Services (Scope) rules
- SRA Financial Services (Conduct of Business) rules
- Financial promotions
- Money laundering
- The interpretation of accounts

**12 hours**



# ***Elective*** **modules.**

## **Various elective modules (Half day, full day, or 2 days)**

Choose from a wide range of elective modules. Courses include:

- Commercial
- Corporate, Banking and Tax
- Criminal
- Dispute Resolution
- Employment
- Family
- GDPR
- Immigration
- Intellectual Property
- LegalTech
- Personal Effectiveness and Leadership
- Personal Injury and Medical Negligence
- Private Client
- Real Estate and Construction

**3-12 hours**



# Our courses.

Our range of elective options:

Commercial	Hours
Commercial Law e-learning pack	4
Commercial Contracts – An Introduction	3
Commercial Contracts – The International Perspective	6
Commercial Contracts – The Next Step	6
Commercial Law Update	6
Commercial Remedies for Breach of Contract and Tort Claims	6
Competition Law – What You Need to Know	6
Consumer Law – The Essential Guide	6
Contract Law – Effective Boilerplate Clauses	3
Modern Slavery and Human Trafficking in the Supply Chain: An Essential Guide	3
Sale and Supply of Goods and Services – The Essentials	6
Websites and the Law – All You Need to Know	6

Corporate, Banking and Tax	Hours
Corporate Finance e-learning pack	10
An Introduction to Tax for the Corporate Lawyer	6
Company Accounts – Introduction	6
Company Law – Essential Overview	6
Company Secretary – The Essential Guide	6
Directors' Duties and Liabilities: What you Need to Know	3
Economic Crime and Corporate Transparency Act 2023 – Essential Update	3
Finance Fundamentals for Lawyers	6
Group Reorganisations – An Essential Guide	3
Loan Agreements – Law and Practice	6
Private Company Acquisitions	6
Private Equity – A Practical Guide	6
Stock Markets and Flotations – Introduction	6
Taking Security – A Practical Guide	6
UK Taxation of Groups	6
Understanding the City	6

Criminal	Hours
Advising At The Police Station – Core Knowledge and Skills	6
Criminal Advocacy – Bail and Mitigation	6
Criminal Advocacy – Magistrates' Court Trials	6
Criminal Advocacy – The Youth Court	6
Essential Criminal Law	6
Practice and Procedure In The Magistrates' Court	6
Road Traffic Law – A Practical Guide	6

Dispute Resolution	Hours
Commercial Dispute Resolution e-learning pack	10
Commercial Remedies for Breach of Contract and Tort Claims	6
Civil Litigation Overview: All You Need to Know About the Civil Procedure Rules	6
Civil Litigation Skills: ADR and Mediation – The Way Forward!	6
Civil Litigation Skills: Drafting Effective Statements of Case	6
Civil Litigation Skills: Effective Evidence Gathering for Civil Litigators	6
Effective Negotiating Skills for Litigators	6
How to Run a Successful Commercial Litigation Claim: Tips and Tactics	6
Judicial Review For Litigators – Introduction	6
Litigation Costs – A Comprehensive Overview	6
10 Essential Skills for Litigators	6

<b>Employment</b>	Hours
Employment Law e-learning pack	10
Business Immigration	3
Employment Law An Introduction – Discrimination Law and Practice	6
Employment Law An Introduction – Rights and Obligations	6
Employment Law: TUPE – Transfer of Undertakings	6
<b>Family</b>	Hours
Family Law e-learning pack	10
Children Proceedings: A Comprehensive Account of the Law, Advocacy and Drafting	12
Core Knowledge For New Family Practitioners	6
Court of Protection Practice	6
Divorce, Dissolution, Nullity and Separation	6
Family Advocacy – An Introduction to Public Child Care Proceedings	6
Family Advocacy – The Key Principles	6
Family Law – The Complete Practice and Procedure	12
Financial Orders on Divorce – From First Instruction to Final Order	6
Local Authority Children Lawyer – The Essentials	6
Pensions on Divorce – The Essential Guide for Family Lawyers	6
Pre-nuptial Agreements and Financial Consent Orders – Law and Drafting	6
Private Children Law – In Practice	6
Public Law Children’s Work – Introduction	6
Special Guardianship and Adoption Issues – The Essentials	6
TOLATA for Family Lawyers	6
<b>GDPR</b>	Hours
GDPR – A Comprehensive Introduction	6
GDPR – The Next Steps	6
<b>Immigration</b>	Hours
Business Immigration	3

<b>Intellectual Property</b>	Hours
Intellectual Property e-learning pack	6
Copyright – A Comprehensive Introduction	6
Intellectual Property Rights – Licensing and Utilising IP	6
<b>LegalTech</b>	Hours
Cyber Security	6
Legal Tech – Risks and Opportunities	3
Legal Technology – The Practical Aspects	6
<b>Personal Effectiveness and Leadership</b>	Hours
Assertiveness – An Introduction	6
Clear Legal Writing	6
Communication Skills – An Introduction	6
Confident Decision-Making and Strategic Thinking	6
Handling Difficult Conversations with Ease and Confidence	6
How to be More Confident	6
How to Create and Develop Your Personal Professional Brand	6
How to Win New Business and Develop Relationships	6
Improving Your Performance with Emotional Intelligence	6
Influencing Skills	6
Managing the Client Relationship	6
Money Laundering and The Bribery Act	6
Negotiating Skills – An Introduction	6
Practical Networking	6
Psychological Survival Skills for Lawyers	6
Stress Management – An Introduction	6
The Law Firm as a Commercial Enterprise	6
Time Management – An Introduction	6
Writing Skills for Professionals	6
Writing and Presenting Legal Advice To Your Clients	6

<b>Personal Injury and Medical Negligence</b>	Hours
Personal Injury and Medical Negligence e-learning pack	10
Clinical Negligence Litigation – Introduction	6
Effective Negotiating Skills for Litigators	6
Personal Injury Litigation: Tactics for Success in Interim Applications	6
Running a Successful Personal Injury Action	6

<b>Private Client</b>	Hours
Introduction to Investment Funds e-learning pack	4
An Introduction to Tax Issues for Wealthy Private Clients	6
An Introduction to Inheritance Tax and Capital Gains Tax For The Private Client Lawyer	6
Court of Protection Practice	6
Elderly Client Practice	6
Key Aspects of Wills and Estate Planning	6
Probate – Workshop	6
Trusts – An Essential Guide	6
Will Writing Workshop	6
Wills – Introduction	6
Writing and Presenting Legal Advice To Your Clients	6

<b>Real Estate and Construction</b>	Hours
Advanced Commercial Property – Leases e-learning pack	10
Advanced Commercial Property – Site Acquisition e-learning pack	10
An Introduction to Property Tax for Lawyers and Accountants	6
Construction and Infrastructure Law	6
Introducing Commercial Property in Practice (Freehold and Leasehold)	6
Introducing Residential Conveyancing (including Residential Leases)	6
Understanding Commercial Leases	12







If you have any questions,  
or require any more  
information email  
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or call **03300 603 100**.

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