



Program: Law

Generic Employability Skills

- **Communication Skills**
 - understand and speak the language of the trade/occupation
 - listen, read, write and speak effectively in work settings
- **Technical Skills**
 - use technology, tools and information systems effectively
 - access and apply skills required in specific fields
- **Thinking Skills**
 - solve problems and make appropriate decisions
 - understand and solve problems involving mathematics and/or logic
- **Personal Management Skills**
 - display:
 - confidence and self-esteem
 - honesty, integrity and personal ethics
 - positive attitude toward learning and personal health
 - initiative, energy and persistence to get the job done
 - creativity and flexibility
 - accountability for actions taken
 - recognition of and respect for diversity and individual differences
- **Teamwork Skills**
 - respect the thoughts and opinions of others in the group
 - use “give and take” to achieve group results
- **Computer Skills**
 - keyboard efficiency
 - perform tasks requiring knowledge of specific software package (name software)
 - perform complex data or text entry requiring in-depth knowledge of a software package
 - performs tasks using Internet
- **Languages Spoken/Written Fluently**

Program Specific Skills

- Critical thinking
- Examination of evidence
- Teamwork - problem solving
- Primary and secondary analysis of material
- Research - legal topics, cases, etc.
- Public speaking - debates and discussions
- Formal written responses
- Mock trial participation
- Summarizing newspaper articles
- Oral presentations using current events
- Writing book reports
- PowerPoint group projects
- Digital photos during field trips for presentations
- Interview officers, court clerks, lawyers, judges for a student newspaper
- Vocabulary flash cards to develop familiarity with legalese jargon
- Question techniques for judges/lawyers
- Case analysis
- Logical reasoning
- Anticipating legal arguments
- Developing opposing perspectives
- Delimiting relevant/irrelevant data
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