



Mon-23-Sep.-2024

Dear Parent / Student,

Greetings from Lloyd Academic Community!

"LEGAL PROFESSIONAL DEVELOPMENT: MASTERING SOFT SKILLS" BY CENTER FOR LEARNING & DEVELOPMENT

We are happy to announce the commencement of our highly anticipated program, "**Legal Professional Development, Mastering Soft Skills.**" This program is specifically designed to equip you with a well-rounded skill set that complements your legal expertise and enhances your job opportunities in the legal industry.

The program will focus on outlining the trajectory of the CLD Advanced Program, delving into crucial soft skills, including communication, teamwork, time management, leadership, and emotional intelligence. These competencies are essential for excelling in the legal profession and will complement your academic acumen. The Legal Professional Development Mastering Soft Skills program will focus on developing essential soft skills that are integral for a successful career in law. Through this program, you will gain expertise in communication, teamwork, critical thinking, time management, emotional intelligence, negotiation skills, and professionalism & ethics - all of which are crucial for excelling as a legal professional.

KEY BENEFITS OF THE PROGRAM:

1. **Enhanced Communication:** Improving verbal and written communication skills to effectively convey legal arguments, negotiate, and interact with clients.
2. **Client Relationship Building:** Developing the ability to build strong, trusting relationships with clients through empathy, active listening, and understanding their needs.
3. **Leadership and Teamwork:** Cultivating leadership skills and teamwork abilities to collaborate effectively with colleagues on cases and projects.
4. **Conflict Resolution:** Learning conflict resolution techniques to handle disputes professionally within the legal profession or when dealing with clients.
5. **Emotional Intelligence:** Developing emotional intelligence to better understand and manage emotions, both in oneself and in others, especially important during high-stress situations such as trials or negotiations.
6. **Adaptability and Resilience:** Building resilience skills to navigate challenges in the legal field while remaining adaptable in rapidly changing situations.
7. **Networking Skills:** Enhancing networking abilities for building professional connections within the legal community, which can be beneficial for career advancement opportunities.



8. **Professional Image Enhancement:** Understanding how personal appearance, behavior, communication style, etiquette etc., impact professional image among peers & clients.

9. **Time Management & Organizational Skills** - Building these essential abilities that are crucial for managing caseloads effectively without compromising on quality.

10. **Stress Management-** Learning stress management techniques as lawyers often face high-stress situations; being able to cope is essential.

We encourage all students who want to excel as lawyers or pursue careers in other aspects of law such as litigation support or compliance roles within organizations; join us now! Don't miss out on this incredible opportunity to enhance your capabilities as a legal professional!

FACILITATORS:

Mr. Akshay Agarwal, Training Consultant, Lloyd Law College

Dr. Shrikant Juneja, Senior Manager, Lloyd Law College

Ms. Garima Lakhanpal, Soft Skills Trainer, Lloyd Law College

ATTENDEES: BA.LL.B. & B.COM. LL.B. (2024-2029)

COMMENCEMENT DATE: Tuesday 24 Sep. 2024

SESSION DETAILS:

Every Monday to Thursday: Session-1 (2:00 - 3:15 PM) Session-2 (3:30 - 4:45 PM)

Every Friday: Town Hall (All Batches) (2:00 – 3:15 PM)

DETAILED SCHEDULE: REFER ATTACHMENT-1

BATCH DETAILS & VENUE: REFER ATTACHMENT-2

DETAILED TEACHING PLAN: REFER ATTACHMENT-3

NOTE:

1. Student must reach their respective class-room 5 minutes prior to the schedule class.
2. Student must maintain the class decorum by following the facilitator's instructions and participating in the activities and role plays.



3. The buses will depart from Campus-2, Parking Area at sharp 5:00 pm. All those who are day scholar and have opted for the college bus already, would be dropped to Botanical Garden as a last stop.
4. The students who have not opted for the bus service can opt for the same by paying a nominal amount to avail the transport facility. Kindly note that the students would not be entertained on the bus without availing the transport service.

Hope to see you all in regular classes, skill development programs, additional courses, practical academics, skilling opportunities and professional guidance of excellence.

Dr. Mohd. Salim

Director

LLOYD LAW COLLEGE

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