## Selected Tasks from Test Materials 2006

### Part 1

### Part 2

1A  Contract Law  
1B  The International Legal Profession  
2A  Relationships between Lawyers and Clients  
2B  Property Law

### Parts 3 and 4

21  Incorporating a Business  
22  Negotiating Contracts
Interlocutor  Good (morning/afternoon/evening). My name is ........ and this is my colleague, ........ .

And your names are?

Can I have your mark sheets, please?

Thank you.

First of all, we’d like to know a little about you.

Ask candidates the following questions in turn:

- Where are you both from?
- (Candidate A), are you working or are you a student?
- And what about you, (Candidate B)?
- (Candidate A), tell us something about your work / the course you are studying.
- And (Candidate B), tell us about your work / the course you are studying.

Ask each candidate one further question, as appropriate.

- Do you think that people who work in the legal profession are respected in your country? (Why/Why not?)
- Some people say that there are not enough women in the legal profession today. What’s your opinion?
- In your opinion, what has been the most important change in the law in your country in recent years? (Why?)

Thank you.
PART 2 7 minutes (10 minutes for groups of three)

Task 1

Interlocutor   Now, in this part of the test I’m going to give each of you a choice of two different topics. I’d like you to choose one of the topics and give a short talk on it for about a minute. 

(Candidate A), it’s your turn first. Here are your topics and some ideas to help you.

Place Part 2 booklets, open at Task 1, in front of each candidate.

You have a minute to choose your topic and prepare your talk. After you have finished your talk, your partner will ask you a brief question about it.

Up to one minute of preparation time

All right? Now, (Candidate A), which topic have you chosen?

Candidate A States chosen topic.

Interlocutor (Candidate B), please listen carefully to (Candidate A’s) talk, and then ask him/her a brief question about it. (Candidate A), would you like to start?

Candidate A One minute

Interlocutor Thank you. Now, (Candidate B), can you ask (Candidate A) a question about his/her talk?

Candidates Up to one minute

Interlocutor Thank you. (Can I have the booklets, please?) Retrieve booklets. Now select a different pair of tasks for Candidate B.

Interlocutor Thank you. Now, (Candidate B), it’s your turn. Here are your topics and some ideas to help you.

Place Part 2 booklets, open at Task 1, in front of each candidate.

You have a minute to choose your topic and prepare your talk. After you have finished your talk, your partner will ask you a brief question about it.

Up to one minute of preparation time

All right? Now, (Candidate B), which topic have you chosen?

Candidate B States chosen topic.

Interlocutor (Candidate A), please listen carefully to (Candidate B’s) talk, and then ask him/her a brief question about it. (Candidate B), would you like to start?

Candidate B One minute

Interlocutor Thank you. Now, (Candidate A), can you ask (Candidate B) a question about his/her talk?

Candidates Up to one minute

Interlocutor Thank you. (Can I have the booklets, please?) Retrieve booklets.
Task 1

A  Contract Law

- the basic elements of a contract
- the most usual remedy if a contract is broken
- how to ensure that a contract will be fulfilled on time

B  The International Legal Profession

- why some lawyers choose to work in another country
- the difficulties of practising law in another country
- the future direction of the practice of law internationally
PART 2 7 minutes (10 minutes for groups of three)

Task 2

Interlocutor Now, in this part of the test I’m going to give each of you a choice of two different topics. I’d like you to choose one of the topics and give a short talk on it for about a minute.

(Candidate A), it’s your turn first. Here are your topics and some ideas to help you.

Place Part 2 booklets, open at Task 2, in front of each candidate.

You have a minute to choose your topic and prepare your talk. After you have finished your talk, your partner will ask you a brief question about it.

Divider Up to one minute of preparation time

All right? Now, (Candidate A), which topic have you chosen?

Candidate A States chosen topic.

Interlocutor (Candidate B), please listen carefully to (Candidate A’s) talk, and then ask him/her a brief question about it. (Candidate A), would you like to start?

Candidate A Divider One minute

Interlocutor Thank you. Now, (Candidate B), can you ask (Candidate A) a question about his/her talk?

Candidates Divider Up to one minute

Interlocutor Thank you. (Can I have the booklets, please?) Retrieve booklets. Now select a different pair of tasks for Candidate B.

Interlocutor Thank you. Now, (Candidate B), it’s your turn. Here are your topics and some ideas to help you.

Place Part 2 booklets, open at Task 2, in front of each candidate.

You have a minute to choose your topic and prepare your talk. After you have finished your talk, your partner will ask you a brief question about it.

Divider Up to one minute of preparation time

All right? Now, (Candidate B), which topic have you chosen?

Candidate B States chosen topic.

Interlocutor (Candidate A), please listen carefully to (Candidate B’s) talk, and then ask him/her a brief question about it. (Candidate B), would you like to start?

Candidate B Divider One minute

Interlocutor Thank you. Now, (Candidate A), can you ask (Candidate B) a question about his/her talk?

Candidates Divider Up to one minute

Interlocutor Thank you. (Can I have the booklets, please?) Retrieve booklets.
Task 2

A

Relationships between Lawyers and Clients

- the responsibilities lawyers have to their clients
- why conflict of interest is an important consideration
- the importance of a lawyer’s independent professional judgement

Task 2

B

Property Law

- the most common legal issues involved in the sale of land
- how land purchases are usually financed in your country
- the role of a lawyer in land sales and purchases
PARTS 3 and 4  7 minutes (10 minutes for groups of three)

**Task 21**

**Incorporating a Business**

**PART 3**

**Interlocutor**  Now, in this part of the test I’d like you to talk to each other. I’m going to describe a situation to you.

*Place Part 3 booklet, open at Task 21, in front of the candidates.*

One of your clients would like to incorporate a business and has asked you for advice on what this involves.

There are some discussion points to help you.

You have about three (four) minutes to discuss this.

**Candidates**  🕒 Approximately five seconds

**Interlocutor**  Please start your discussion now.

**Candidates**  🕒 Approximately three minutes (four minutes for groups of three)

**Interlocutor**  Thank you. (Can I have the booklet, please?)

*Retrieve booklet.*

**PART 4**

**Interlocutor**  Select any of the following questions, as appropriate:

- What are the disadvantages of becoming a company?
- Why do some companies not have shareholders?
- What are the various types of corporation and how are they different?
- In what ways can a company cease to exist?

Thank you. That is the end of the test.
Incorporating a Business

One of your clients would like to incorporate a business and has asked you for advice on what this involves.

Discussion points:

- the advantages of becoming a company
- the legal documents that are needed when a business is incorporated
- what a company is legally required to do annually
PARTS 3 and 4  7 minutes (10 minutes for groups of three)

Task 22

**Negotiating Contracts**

**PART 3**

**Interlocutor**  Now, in this part of the test I’d like you to talk to each other. I’m going to describe a situation to you.

*Place Part 3 booklet, open at Task 22, in front of the candidates.*

You work in the legal department of a large international company. Your Managing Director has asked you to put forward some suggestions for a company policy on negotiating contracts.

There are some discussion points to help you.

You have about three (four) minutes to discuss this.

**Candidates**  🔹  *Approximately five seconds*

**Interlocutor**  Please start your discussion now.

**Candidates**  🔹  *Approximately three minutes (four minutes for groups of three)*

**Interlocutor**  Thank you. (Can I have the booklet, please?)

*Retrieve booklet.*

**PART 4**

**Interlocutor**  *Select any of the following questions, as appropriate:*

- Do you think it is important to know the other party you are negotiating with? (Why/Why not?)
- How should lawyers prepare for contract negotiations?
- How can cultural differences make the negotiation of a contract more challenging?
- Why might you decide to break off negotiations?

Thank you. That is the end of the test.
Negotiating Contracts

You work in the legal department of a large international company. Your Managing Director has asked you to put forward some suggestions for a company policy on negotiating contracts.

Discussion points:

- the issues involved in drafting contracts
- how to be successful in negotiations
- the possible problems colleagues may have when negotiating