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FOR LAW STUDENTS

EST. 2012

CLIENT INTERVIEW | LEGAL NEGOTIATION | PRACTICAL LEGAL WRITING

PROFESSIONAL LEGAL LANGUAGE & PRACTICAL SKILLS TRAINING

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BRIEF **NEGOTIATION** TIPS FOR LAWYERS

1. Prepare and plan your **strategy**.
Understand your **client's interests**.
2. Prepare your **timeline** and manage the **nature of the concession**.
3. Establish a **good relationship** with your counterpart to achieve the best outcome.
4. Think of the **legal aspects** and use them in your arguments.
5. Comply with your **ethical duties**.
6. **Reflect** on the negotiation and the outcome.
Learn from your mistakes.

Train your practical skills.

BRIEF **CLIENT INTERVIEW** TIPS FOR LAWYERS

1. Establish a **professional relationship** with your client.
2. Lead the interview and **gather relevant information**.
3. Learn your **client's goals**, expectations and needs.
4. Recognize, clarify and respond correctly to moral and **ethical issues**.
5. Analyze **legal and non-legal problems** of your client.
6. Provide your client with **preliminary advice**.
7. Develop with your client a course of action.
8. Assist your client in making an **informed decision**.
9. Conclude the interview with the client feeling **confident, reassured and understanding further steps**.
10. **Reflect** on the interview. Learn from your mistakes.

Demonstrate your lawability!

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