

Hertfordshire Law School

Title of Programme: LLM Legal Practice

Programme Code: LALLMLPC

## Programme Specification

This programme specification is relevant to students entering:  
03 September 2018

Associate Dean of School (Academic Quality Assurance):

Barbara Henry

Signature



A programme specification is a collection of key information about a programme of study (or course). It identifies the aims and learning outcomes of the programme, lists the modules that make up each stage (or year) of the programme, and the teaching, learning and assessment methods used by teaching staff. It also describes the structure of the programme, its progression requirements and any programme-specific regulations. This information is therefore useful to potential students to help them choose the right programme of study, to current students on the programme, and to staff teaching and administering the programme.

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### Summary of amendments to the programme

| Date | Section | Amendment |
|------|---------|-----------|
|      |         |           |
|      |         |           |
|      |         |           |

If you have any queries regarding the changes please email [AQO@herts.ac.uk](mailto:AQO@herts.ac.uk)

# Programme Specification LLM Legal Practice

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This programme specification (PS) is designed for prospective students, enrolled students, academic staff and potential employers. It provides a concise summary of the main features of the programme and the intended learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if he/she takes full advantage of the learning opportunities that are provided. More detailed information on the teaching, learning and assessment methods, learning outcomes and content for each module can be found in Definitive Module Documents (DMDs) and Module Guides.

## Section 1

|                                    |  |
|------------------------------------|--|
| <b>Awarding Institution/Body</b>   | University of Hertfordshire  |
| <b>Teaching Institution</b>        | University of Hertfordshire  |
| <b>University/partner campuses</b> | De Havilland   |
| <b>Programme accredited by</b>     | Solicitors Regulation Authority  |
| <b>Final Award (Qualification)</b> | LLM  |
| <b>All Final Award titles</b>      | LLM Legal Practice   |
| <b>(Qualification and Subject)</b> | Postgraduate Certificate in Legal Practice (Stage 1)<br>Postgraduate Diploma in Legal Practice |
| <b>FHEQ level of award</b>         | 7  |
| <b>Language of Delivery</b>        | English  |

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### A. Programme Rationale

The LLM Legal Practice fulfils the academic requirements of the vocational stage of training for qualification as a solicitor. The programme is validated by the Solicitors Regulation Authority who have authorised the University of Hertfordshire as a provider.

The programme complements the range of programmes offered by Hertfordshire Law School which also offers the academic stage of training for the solicitors' profession through two undergraduate programmes, the LLB and Joint Honours, thus allowing students to complete both academic and vocational stages of training to enter the solicitor's profession.

The programme also provides students with an advanced academic qualification which will enhance their employability and allow them to access the postgraduate loan from Student Finance England.

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### B. Educational Aims of the Programme

The programme has been devised in accordance with the University's graduate attributes of programmes of study as set out in [UPR TL03](#).

**Additionally this programme aims to:**

- prepare students for work-based learning during the Training Contract/period of recognised training (PRT).

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### C. Intended Learning Outcomes

The programme provides opportunities for students to develop and demonstrate knowledge and understanding, skills and other attributes in the following areas. The programme outcomes are referenced the Frameworks for Higher Education Qualifications of UK Degree-Awarding Bodies (2014), and relate to the typical student. Additionally, the SEEC Credit Level Descriptors for Further and Higher Education (2016) have been used as a guiding framework for curriculum design.

| Knowledge and Understanding:   | Teaching/learning methods & strategies   | Assessment   |
|--|--|--|
| <p>A1-research and apply knowledge of the law and legal practice accurately and effectively in the core practice areas of Business Law and Practice, Property Law and Practice, Litigation and the areas of Wills and Administration of Estates and Taxation</p>   | <p>Acquisition of knowledge and understanding is through large group sessions which include embedded multiple-choice questions together with a mixture of face to face and online workshops in which students will work individually and collaboratively to develop knowledge and understanding of the law and practice matters covered in each module of study.</p>   | <p>The overall programme assessment strategy has been designed to meet the requirements of the Solicitors Regulation Authority.</p>  |
| <p>A2-understand where the rules of professional conduct may impact and be able to apply them in context in the core practice areas of Business Law and Practice, Property Law and Practice, Litigation and the areas of wills and administration of estates and Taxation</p>  | <p>A detailed weekly timetable is contained in the student handbook and module guides indicating the sequence of online and face to face sessions. Throughout, the learner is encouraged to undertake independent study both to supplement and consolidate what is being taught/learnt and to broaden their individual knowledge and understanding of the subject.</p> | <p>Knowledge and understanding are assessed through unseen examinations with permitted materials and coursework (A1-3), unseen examinations with permitted materials and oral assessment (A4).</p> |
| <p>A3- demonstrate a comprehensive theoretical knowledge and understanding in the areas of:</p> <ul style="list-style-type: none"> <li>• Professional Conduct and Regulation</li> <li>• the core practice areas of Business Law and Practice, Property Law and Practice, Litigation and the areas of Wills and Administration of Estates and Taxation</li> </ul> | <p>Online large group sessions are designed to draw students' attention to key issues arising within the topic area, including law, practice, professional conduct and key skills requirements. Online workshops focus on legal research, writing, drafting, advising and professional conduct in the context of case studies.</p>                                     |  |
| <p>A4- demonstrate a comprehensive theoretical knowledge and understanding in the three areas covered by their choice of electives as described in the SRA Learning Outcomes requirements for the Legal Practice Course</p>  | <p>Face to face workshops consolidate knowledge and understanding developed through online workshops and will apply the principles learnt to more complex situations.</p> <p>In both forms of workshops students will be given collaborative and individual tasks.</p>   |  |
| <p>A5- Demonstrate a systematic knowledge of general marketing principles and awareness of how these could be adapted to the specific</p>  | <p>Throughout, the learner is encouraged to undertake independent study both to supplement and consolidate what is being taught/learnt and to broaden their individual knowledge and understanding of the subject</p>  |  |

|   |   |   |
|---|---|---|
| marketing needs of local and regional legal firms.  |   |   |
| <b>Intellectual skills:</b>   | <b>Teaching/learning methods &amp; strategies</b>   | <b>Assessment</b>   |
| <p>B1-identify the client's objectives and different means of achieving those objectives and be aware of</p> <ul style="list-style-type: none"> <li>the financial, commercial and personal priorities and constraints to be taken into account</li> <li>the costs, benefits and risks involved in transactions or courses of action arising in the core practice areas of Business Law and Practice, Property Law and Practice, Litigation and the areas of wills and administration of estates and Taxation</li> </ul> <p>B2- demonstrate their intellectual skills of critical analysis and advanced problem-solving in the areas of:</p> <ul style="list-style-type: none"> <li>Professional Conduct and Regulation</li> <li>the core practice areas of Business Law and Practice, Property Law and Practice, Litigation and the areas of Wills and Administration of Estates and Taxation</li> </ul> <p>B3- demonstrate their ability to synthesise creative legal solutions in the three areas covered by their choice of electives in Stage 2 of the programme</p> <p>B4- Demonstrate an ability to undertake independent research and critically evaluate academic material derived from a variety of primary and secondary sources.</p> | <p>Intellectual skills are developed through online large group sessions which include embedded multiple- choice questions together with a mixture of face to face and online workshops in which students will work individually and collaboratively to develop knowledge and understanding of the law and practice matters covered in each module of study.</p> <p>Online workshops will focus on legal research, writing, drafting, advising and professional conduct in the context of case studies.</p> <p>Face to face workshops will consolidate knowledge and understanding developed through online workshops and will apply the principles learnt to more complex situations.</p> <p>In both forms of workshops students will be given collaborative and individual tasks.</p> <p>Throughout, the learner is encouraged to develop intellectual skills further by independent study.</p> <p>The skills of knowledge and understanding, analysis and synthesis of data, documentation and other information relevant to a client will enable students to logically and coherently resolve complex legal situations and give competent legal advice</p> <p>Critical Evaluation will enable students to effectively apply statute and common law to the particular client and identify and highlight the strengths and weaknesses of the client's case.</p> | <p>Intellectual skills are assessed through unseen examinations with permitted materials and coursework (B1-2), unseen examinations with permitted materials and oral assessment (B3-4)</p> |
| <b>Practical skills:</b>  | <b>Teaching/learning methods &amp; strategies</b>   | <b>Assessment</b>   |

C1-perform the tasks required to advance transactions or matters by providing sound legal advice, communication of solutions to legal problems, demonstrating competent ethical considerations, monitoring, identifying and adapting to legal developments and proposing solutions.

C2- demonstrate their practical skills of providing sound legal advice, communication of solutions to legal problems, demonstrating critical ethical consideration, monitoring, identifying and adapting to legal developments and proposing solutions in the areas of:

- Professional Conduct and Regulation
- the core practice areas of Business Law and Practice, Property Law and Practice, Litigation and the areas of Wills and Administration of Estates and Taxation

C3- work both autonomously and proactively with others to achieve the Stage 1 course skills of Practical Legal Research, Writing, Drafting, Interviewing and Advising, and Advocacy so as to attain a result of 'competent' in the relevant take-away or supervised practical assessment.

C4 - demonstrate their practical skills in the three areas covered by their choice of electives in Stage 2, further developing skills from Stage 1 of the programme

Practical skills are developed through face to face and some online workshops.

Core skills of writing, drafting, interviewing and advising, advocacy, practical legal research and professional conduct pervade both Stages 1 and 2 of the programme. Workshops are structured through practical case studies which require students to demonstrate the appropriate approach to each skill element.

Workshops will allow students to acquire and demonstrate practical skills - The provision of sound legal advice with regard to the client's personal circumstances; the communication of solutions to legal problems both orally and in writing to a range of clients; the demonstration of proper ethical behaviour when advising clients; monitoring and adapting to legal changes; proposing solutions to new legal developments when they arise.

Practical skills are assessed through unseen examinations with permitted materials (C1-2), coursework and oral assessment (C3), unseen examinations with permitted materials and oral assessment (C4)

The core skills assessed in Stage 1 of the programme are embedded within the core modules of Stage 1 and separately assessed as Competent/Not yet Competent. These skills are writing, drafting, interviewing and advising, advocacy and practical legal research (C3)

Professional Conduct is formatively assessed within elements of the unseen examinations with permitted materials in Business Law and Practice, Property Law and Practice and Litigation and summatively assessed by a separate unseen examination with permitted materials.

Transferable skills:

Teaching/learning methods & strategies

Assessment

|  |   |   |
|--|---|---|
| D1- reflect on their learning and identify their learning needs  | Transferable skills are developed through workshops in which students are encouraged to reflect on their learning needs, in relation to knowledge and understanding, intellectual and practical skills. | Transferable skills are assessed through weekly workshops and formative assessment tasks. D1 is not generally summatively assessed (with the exception of the Research Project oral) and students are expected to identify their learning needs in response to formative assessment feedback and to address the feedback when undertaking summative assessment. |
| D2- be able to transfer skills learnt in one context to another  | Each workshop provides the opportunity for formative assessment in the context of the requirements of the programme.  | Students are assessed through unseen examinations with permitted materials, coursework and practical skills exercises in Stages 1 & 2 and the Semester C elements of the programme and are required to demonstrate their application from the module in which they were taught to other modules in the programme (D2)   |
| D3- develop the appropriate professional, legal and ethical skills necessary for meeting the needs of clients  | Students receive formal formative assessment opportunities for each element of assessment and receive individual feedback on this performance. (D1)   | The research project requires students to develop their research skills and present their conclusions and proposal in a clear and comprehensive manner.   |
| D4- Engage with legal and marketing principles to undertake independent research and present conclusions and proposals in a critical and well-reasoned manner. | As the skills requirements pervade the programme, students are able to benefit from their experience earlier in the programme to further develop and apply skills appropriately to other areas (D2)     |   |
|  | Throughout, the learner is encouraged to develop transferable skills by maintaining a record of evidence and completing a personal development plan   |   |

## D. Programme Structures, Features, Levels, Modules, and Credits

The programme is offered in a full-time mode over an extended academic year of 48 weeks, and leads to the award of a LLM in Legal Practice (Stage 1 and Stage 2 and the Semester C Marketing for Legal Services Professionals modules). Entry is at Level 7 following satisfactory completion of a qualifying undergraduate degree or the completion of the Common Professional Examination/Graduate Diploma in Legal Studies which satisfies the Solicitors Regulation Authority requirements for admission to the vocational stage of training upon a Legal Practice Course.

The annual intake occurs in early September in Semester A for Stage 1 entrants.

Stage 1 comprises: Business Law and Practice, Property Law and Practice, Litigation, Wills and Administration of Estates and Solicitors Accounts together with the core skills of Interviewing and Advising, Advocacy, Writing, Drafting, Practical Legal Research and Professional Conduct and Regulation. All modules are compulsory.

Stage 2 comprises three optional modules selected from Table 1a below which build upon the compulsory elements of Stage 1 and permit further in-depth study into chosen areas of law and practice and further development of core skills. Completion of Stage 2 on its own does not carry an academic award

In order to gain the LLM qualification students will be required in Semester C to undertake two further modules. They will complete a 15 credit taught module, Evidence Based Marketing for Legal Services Professionals.

### Professional and Statutory Regulatory Bodies

The programme is subject to the approval of the Solicitors Regulation Authority and all modules must be passed in order to gain the award.

A candidate who is shown to have cheated or plagiarised in any coursework or examination will be subject to the University's internal disciplinary sanctions and will be reported to the Solicitors Regulation Authority

### Work-Based Learning, including Sandwich Programmes

N/A. This is a one-year vocational course which is followed by a two-year training contract which provides the work-based learning elements.

### Programme Structure

The programme structure and progression information below is provided for the award for Stages 1 & 2 and the two Semester C modules.

The programme structure and progression information below (Table 1a and 1b) is provided for the award. Any interim awards are identified in Table 1b. The Programme Learning Outcomes detailed above are developed and assessed through the constituent modules. Table 2 identifies where each learning outcome is assessed.

Table 1a Outline Programme Structure

#### Mode of study Full Time

#### Entry point Semester A for Stage 1 modules

| Compulsory Modules Stage 1<br>Module Title | Module Code | Credit Points | Language of Delivery | % Examination | % Coursework | % Practical | Semesters |
|--|-------------|---------------|----------------------|---------------|--------------|-------------|-----------|
| Business Law and Practice (LPC)            | 7LAW1091    | 30            | English              | 100           | 0            | 0           | A         |
| Litigation (LPC)                           | 7LAW1092    | 30            | English              | 100           | 0            | 0           | A         |
| Property Law and Practice (LPC)            | 7LAW1093    | 15            | English              | 100           | 0            | 0           | B         |
| Wills and Administration of Estates (LPC)  | 7LAW1094    | 0             | English              | 0             | 100          | 0           | A         |
| Solicitors Accounts (LPC)                  | 7LAW1095    | 0             | English              | 100           | 0            | 0           | A         |
| Professional Conduct & Regulation (LPC)    | 7LAW1096    | 0             | English              | 100           | 0            | 0           | A         |
| Interviewing and Advising LPC              | 7LAW1097    | 0             | English              | 0             | 100          | 0           | AB        |
| Legal Writing LPC                          | 7LAW1098    | 0             | English              | 0             | 100          | 0           | AB        |
| Advocacy LPC                               | 7LAW1099    | 0             | English              | 0             | 100          | 0           | AB        |
| Practical Legal Research LPC               | 7LAW1080    | 0             | English              | 0             | 100          | 0           | AB        |
| Drafting LPC                               | 7LAW1101    | 0             | English              | 0             | 100          | 0           | AB        |
| Optional Modules Stage 2<br>Module Titles  | Module Code | Credit Points | Language of Delivery | % examination | % coursework | % Practical | Semesters |
| Commercial Law (LPC)                       | 7LAW1078    | 15            | English              | 100           | 0            | 0           | B         |
| Commercial Property (LPC)                  | 7LAW1079    | 15            | English              | 100           | 0            | 0           | B         |
| Personal Injury (LPC)                      | 7LAW1081    | 15            | English              | 100           | 0            | 0           | B         |
| Private Client and Estate Planning (LPC)   | 7LAW1082    | 15            | English              | 100           | 0            | 0           | B         |

|   |                    |                      |                             |                      |                     |                    |                  |
|---|--------------------|----------------------|-----------------------------|----------------------|---------------------|--------------------|------------------|
| Employment Law (LPC)  | 7LAW1084           | 15                   | English                     | 100                  | 0                   | 0                  | B                |
| Family Law (LPC)  | 7LAW1085           | 15                   | English                     | 100                  | 0                   | 0                  | B                |
| Alternative Dispute Resolution (LPC)                        | 7LAW1086           | 15                   | English                     | 50                   | 0                   | 50                 | B                |
| Housing Law   | 7LAW1087           | 15                   | English                     | 100                  | 0                   | 0                  | B                |
| Immigration Law   | 7LAW1088           | 15                   | English                     | 100                  | 0                   | 0                  | B                |
| <b>Compulsory Modules Semester C</b><br>Module Titles       | <b>Module Code</b> | <b>Credit Points</b> | <b>Language of Delivery</b> | <b>% examination</b> | <b>% coursework</b> | <b>% Practical</b> | <b>Semesters</b> |
| Evidence Based Marketing for Legal Services Professionals   | 7LAW1089           | 15                   | English                     | 0                    | 100                 | 0                  | C                |
| Marketing for Legal Services Professionals Research Project | 7LAW1090           | 45                   | English                     | 0                    | 70                  | 30                 | C                |

The award of an LLM degree requires 180 credit points passed at Level 7, including the Semester C Masters Project.

Table 1b Final and interim awards available

The programme provides the following final and interim awards:

| Final Award              | Award Title  | Minimum requirements                                | Available at end of (normally): | Programme Learning Outcomes developed (see above)                                       |
|--------------------------|--|---|---------------------------------|---|
| LLM                      | LLM Legal Practice                                   | 180 credit points including at least 150 at level 7 | 3 Semesters                     | All programme learning outcomes (see Table 2)   |
| Interim Award            | Award Title  | Minimum requirements                                | Available at end of Level       | Programme Learning Outcomes developed (see above)                                       |
| Postgraduate Certificate | Postgraduate Certificate in Legal Practice (Stage 1) | 60 credit points, including at least 45 at level 7  | 1-2 Semesters                   | All Stage 1 modules – A1, A2, A3, B1, B2, B4, C1, C2, C3, D1, D2, D3.                   |
| Postgraduate Diploma     | Postgraduate Diploma in Legal Practice               | 120 credit points, including at least 90 at level 7 | 2 Semesters                     | All Stage 1 and 2 modules – A1, A2, A3, A4, B1, B2, B3, B4, C1, C2, C3, C4, D1, D2, D3. |

- Masters and Diploma awards can be made "with Distinction", where they have achieved an overall average mark of 70%, or "with Commendation", where they have achieved an overall average mark of 60%, where criteria as described in [UPR AS14](#), Section D are met. Students may only receive a distinction or commendation where they have passed Solicitors Accounts and Professional Conduct and Regulation at the first sitting.
- Stage 1 requires 75 credits and that all compulsory Stage 1 modules are passed.

## Programme-specific assessment regulations

The programme is compliant with the University's academic regulations (in particular, [UPR AS11](#), [UPR AS12](#) and [UPR AS14](#)) with the exception of those listed below, which have been specifically approved by the University:

As specified by the Solicitors Regulation Authority:

- Only three attempts at a module must be permitted
- There is no provision for compensation of a failed module

- Students may only receive a commendation where they have passed Solicitors Accounts and Professional Conduct and Regulation at the first sitting.

Further points of clarification and interpretation relevant to this specific programme are given below: A student must complete the LPC Stage 1 and Stage 2 within five years of the date of the first assessment submission date in the year the student commenced the course.

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## E. Management of Programme & Support for student learning

### Management

The programme is managed and administered through:

- The Dean of Hertfordshire Law School
- Associate Dean of School (Learning & Teaching) who has delegated responsibilities for learning and teaching
- Associate Dean of School (AQA) who has delegated responsibilities for academic quality matters
- A Programme Leader who is responsible for the day to day management of the programme of study as well as the mapping and tracking of skills throughout the programme of study.
- A Deputy Programme Leader who assists the Programme Leader in providing academic and pastoral support for LLM students.
- A Law Information Manager who monitors resources for staff and students
- A Designated Student Administrator to deal with day to day administration associated with the Programme, (together with support from the School's Senior Administrator and two Office Assistant Administrators).
- Module Leaders who are responsible for individual modules
- An International Students Tutor responsible for the welfare of overseas students
- Student Support Tutors who are responsible for both pastoral and academic support of students
- An Admissions Tutor with specific responsibility for Open Days and the selection of applicants
- A Programme Committee, and Staff/Student Committee, the membership of which includes student representatives from the programme

### Support

Students are supported by:

- A one full week face to face study week, at the commencement of Stage 1 in September at which attendance is compulsory as this week is an integral part of the programme of study. Students will generally attend two days per week for face to face sessions, though additional attendance might be required in some weeks for skills training and assessment and for examination assessments
- Large group sessions offered either face to face or online with embedded multiple-choice questions to assess understanding and links to precedents and other online resources •Workshops take place face to face and occasionally online, allowing students to work collaboratively and individually to undertake research, writing and drafting exercises applying their knowledge of law and practice to case study material
- An extensive Learning Resources Centre, incorporating a library and computer centre with an induction programme and self-help guides to electronic and learning resources
- Full access to programme and module information via Canvas together with weekly online workshop tasks
- A Programme Leader to provide academic support, to advise students in academic difficulty, and to provide students with guidance on using appeals, complaints procedures, and issues involving disciplinary processes
- Student Support Tutors who provides both pastoral and academic support
- Module Leaders for individual modules, who provide academic support as students' progress through the programme
- School Office staff, (including the LPC Student Administrator), who offer general guidance on semester dates and UH facilities
- A substantial Student Services Centre at the College Lane Campus which provides advice on issues such as finance, University regulations, legal matters, accommodation, international student support
- Office of the Dean of Students, incorporating a Medical Centre, an Equal Opportunities Officer, Chaplaincy, Counselling and nursery provision
- Disability Services for advice to disabled students

- A School Careers Officer and a Professional Liaison Officer for all current and graduate students together with a careers service for all current students and graduates • Student representatives on programme committees
- The Students' Union based on De Havilland Campus

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## F. Other sources of information

In addition to this Programme Specification, the University publishes guidance to registered students on the programme and its constituent modules:

- A Programme (or Student) Handbook;
- A Definitive Module Document (DMD) for each constituent module;
- A Module Guide for each constituent module.

The [Herts Handbook](#) is an introduction to the academic, social, cultural and sporting services and opportunities available at the University of Hertfordshire, and includes the Student Charter and Student Code of Conduct.

As a condition of registration, all students of the University of Hertfordshire are required to comply with the University's rules, regulations and procedures. These are published in a series of documents called 'University Policies and Regulations' (UPRs). The University requires that all students consult these documents which are available on-line, on the UPR web site, at: <http://www.herts.ac.uk/secreg/upr/>. In particular, [UPR SA07](#) 'Regulations and Advice for Students' Particular Attention - Index' provides information on the UPRs that contain the academic regulations of particular relevance for undergraduate and taught postgraduate students.

The UK Quality Assurance Agency for Higher Education (QAA) has confirmed the quality and standards of provision at the University of Hertfordshire. A key part of QAA's role is to review and report on how universities maintain their academic standards and quality, to inform students and the wider public. The team of QAA reviewers visited the University of Hertfordshire in 2015/16 and judged that its academic standards, the quality and enhancement of its students' learning experience, and the quality of information about this learning experience all meet UK expectations. In other words, the University meets national requirements for standards and quality. The QAA's report can be accessed at: <http://www.qaa.ac.uk/reviews-and-reports/provider?UKPRN=10007147#.V-KHajXy0nE>

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## G. Entry requirements

The normal entry requirements for the programme are:

- A minimum of a lower second class LLB Honours or Joint Honours degree, both of which has qualifying status, through recognition as a qualifying degree which satisfies the 1999 Joint Statement on the academic stage of training on behalf of the Solicitors Regulation Authority and the Bar Council.

OR:

- A pass on the Common Professional Examination or Graduate Diploma in Legal Studies

OR: • any other qualifications approved on an individual basis by the SRA.

- In order to be admitted as a solicitor, students will have to meet the SRA's admissions requirements in relation to character and suitability. Students who are aware they might have an issue in this regard should contact the SRA for guidance or an early assessment of their suitability.

The programme is subject to the University's Principles, Policies and Regulations for the Admission of Students to Undergraduate and Taught Postgraduate Programmes (in [UPR SA03](#)), along with associated procedures. These will take account of University policy and guidelines for assessing accredited prior certificated learning (APCL) and accredited prior experiential learning (APEL).

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## H. Further Information

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If you would like this information in an alternative format please contact:  
[Lawadmin@herts.ac.uk](mailto:Lawadmin@herts.ac.uk)

If you wish to receive a copy of the latest Programme Annual Monitoring and Evaluation Report (AMER) and/or the External Examiner's Report for the programme, please email a request to [aqo@herts.ac.uk](mailto:aqo@herts.ac.uk)

## LLM Legal Practice

**Table 2: Development of Intended Programme Learning Outcomes in the Constituent Modules**

This map identifies where the programme learning outcomes are assessed in the constituent modules. It provides (i) an aid to academic staff in understanding how individual modules contribute to the programme aims (ii) a checklist for quality control purposes and (iii) a means to help students monitor their own learning, personal and professional development as the programme progresses.

|   |             | Programme Learning Outcomes (as identified in section 1 and the following page) |    |    |    |    |                     |    |    |    |                  |    |    |    |                     |    |    |    |
|---|-------------|---|----|----|----|----|---------------------|----|----|----|------------------|----|----|----|---------------------|----|----|----|
|   |             | Knowledge & Understanding   |    |    |    |    | Intellectual Skills |    |    |    | Practical Skills |    |    |    | Transferable Skills |    |    |    |
| Module Title  | Module Code | A1  | A2 | A3 | A4 | A5 | B1                  | B2 | B3 | B4 | C1               | C2 | C3 | C4 | D1                  | D2 | D3 | D4 |
| Business Law and Practice (LPC)                             | 7LAW1091    | x   | x  | x  |    |    | x                   | x  |    |    | x                | x  | x  |    | x                   | x  | x  |    |
| Litigation (LPC)  | 7LAW1092    | x   | x  | x  |    |    | x                   | x  |    |    | x                | x  | x  |    | x                   | x  | x  |    |
| Property Law and Practice (LPC)                             | 7LAW1093    | x   | x  | x  |    |    | x                   | x  |    |    | x                | x  | x  |    | x                   | x  | x  |    |
| Solicitors Accounts (LPC)                                   | 7LAW1094    | x   | x  | x  |    |    | x                   | x  |    |    | x                | x  | x  |    | x                   | x  | x  |    |
| Wills and Administration of Estates (LPC)                   | 7LAW1095    | x   | x  | x  |    |    | x                   | x  |    |    | x                | x  | x  |    | x                   | x  | x  |    |
| Professional Conduct and Regulation (LPC)                   | 7LAW1096    | x   | x  | x  |    |    | x                   | x  |    |    | x                | x  | x  |    | x                   | x  | x  |    |
| Interviewing and Advising LPC                               | 7LAW1097    | x   | x  | x  |    |    | x                   | x  |    |    | x                | x  | x  |    | x                   | x  | x  |    |
| Advocacy LPC  | 7LAW1099    | x   |    |    |    |    | x                   | x  |    |    | x                | x  | x  |    | x                   | x  | x  |    |
| Practical Legal Research LPC                                | 7LAW1080    | x   |    |    |    |    | x                   | x  |    |    | x                | x  | x  |    | x                   | x  | x  |    |
| Legal Writing LPC   | 7LAW1098    | x   |    |    |    |    | x                   | x  |    |    | x                | x  | x  |    | x                   | x  | x  |    |
| Drafting LPC  | 7LAW1101    | x   |    |    |    |    | x                   | x  |    |    | x                | x  | x  |    | x                   | x  | x  |    |
| Alternative Dispute Resolution (LPC)                        | 7LAW1086    |   |    |    | x  |    |                     |    | x  | x  |                  |    |    | x  | x                   | x  | x  |    |
| Commercial Law (LPC)  | 7LAW1078    |   |    |    | x  |    |                     |    | x  | x  |                  |    |    | x  | x                   | x  | x  |    |
| Commercial Property (LPC)                                   | 7LAW1079    |   |    |    | x  |    |                     |    | x  | x  |                  |    |    | x  | x                   | x  | x  |    |
| Employment Law (LPC)  | 7LAW1084    |   |    |    | x  |    |                     |    | x  | x  |                  |    |    | x  | x                   | x  | x  |    |
| Family Law (LPC)  | 7LAW1085    |   |    |    | x  |    |                     |    | x  | x  |                  |    |    | x  | x                   | x  | x  |    |
| Housing Law   | 7LAW1087    |   |    |    | x  |    |                     |    | x  | x  |                  |    |    | x  | x                   | x  | x  |    |
| Immigration Law   | 7LAW1088    |   |    |    | x  |    |                     |    | x  | x  |                  |    |    | x  | x                   | x  | x  |    |
| Personal Injury (LPC)                                       | 7LAW1081    |   |    |    | x  |    |                     |    | x  | x  |                  |    |    | x  | x                   | x  | x  |    |
| Private Client and Estate Planning                          | 7LAW1082    |   |    |    | x  |    |                     |    | x  | x  |                  |    |    | x  | x                   | x  | x  |    |
| Evidence Based Marketing for Legal Services Professionals   | 7LAW1089    |   |    |    |    | x  |                     |    |    | x  | x                | x  | x  | x  | x                   | x  | x  |    |
| Marketing for Legal Services Professionals Research Project | 7LAW1090    |   |    |    |    | x  |                     |    |    | x  | x                | x  | x  | x  | x                   | x  | x  | x  |

## KEY TO PROGRAMME LEARNING OUTCOMES

### Knowledge and Understanding

- A1. Research and apply knowledge of the law and legal practice accurately and effectively in the core practice areas of Business Law and Practice, Property Law and Practice, Litigation and the areas of wills and administration of estates and Taxation
- A2. understand where the rules of professional conduct may impact and be able to apply them in context in the core practice areas of Business Law and Practice, Property Law and Practice, Litigation and the areas of wills and administration of estates and Taxation
- A3. demonstrate their knowledge and understanding in the areas of: • Professional Conduct and Regulation • the core practice areas of Business Law and Practice, Property Law and Practice, Litigation and the areas of wills and administration of estates and Taxation
- A4. demonstrate their knowledge and understanding in the three areas covered by their choice of electives as described in the SRA Learning Outcomes requirements for the Legal Practice Course
- A5. Demonstrate knowledge of general marketing principles and awareness of how these could be adapted to the specific marketing needs of local and regional legal firms.

### Intellectual Skills

- B1. identify the client's objectives and different means of achieving those objectives and be aware of:
  - the financial, commercial and personal priorities and constraints to be taken into account
  - the costs, benefits and risks involved in transactions or courses of action arising in the core practice areas of Business Law and Practice, Property Law and Practice, Litigation and the areas of wills and administration of estates and Taxation
- B2. demonstrate their intellectual skills in the areas of: • Professional Conduct and Regulation • the core practice areas of Business Law and Practice, Property Law and Practice, Litigation and the areas of wills and administration of estates and Taxation
- B3. demonstrate their intellectual skills in the three areas covered by their choice of electives in Stage 2 of the programme
- B4. Demonstrate an ability to undertake independent research and critically evaluate academic material derived from a variety of primary and secondary sources.

### Practical Skills

- C1. perform the tasks required to advance transactions or matters
- C2. demonstrate their practical skills in the areas of:
  - Professional Conduct and Regulation
  - the core practice areas of Business Law and Practice, Property Law and Practice, Litigation and the areas of wills and administration of estates and Taxation
- C3. Perform the Stage 1 course skills of Practical Legal Research, Writing, Drafting, Interviewing and Advising, and Advocacy.
- C4. demonstrate their practical skills in the three areas covered by their choice of electives in Stage 2, further developing skills from Stage 1 of the programme
- C5. Work independently within an advanced, complex and specialised area of law.

### Transferable Skills

- D1. reflect on their learning and identify their learning needs
- D2. Students should also be able to transfer skills learned in one context to another
- D3. Students should develop the appropriate professional, legal and ethical skills necessary for meeting the needs of clients
- D4- Engage with legal and marketing principles to undertake independent research and present conclusions and proposals in a critical and well-reasoned manner.

## Section 2

### Programme management

|   |                                 |
|---|---------------------------------|
| <b>Relevant QAA subject benchmarking statements</b> | Law                             |
| <b>Type of programme</b>                            | Taught Postgraduate             |
| <b>Date of validation/last periodic review</b>      | N/A                             |
| <b>Date of production/ last revision of PS</b>      | N/A                             |
| <b>Relevant to level/cohort</b>                     | Level 7 entering September 2018 |
| <b>Administrative School</b>                        | Hertfordshire Law School        |

Table 3 Course structure

| Course details   |                    |                    |                |           |               |
|------------------|--------------------|--------------------|----------------|-----------|---------------|
| Course code      | Course description |                    |                | JACS      |               |
| LALLMLPC         | LLM Legal Practice |                    |                | M250      |               |
| Course Instances |                    |                    |                |           |               |
| Instances code   | Intake             | Stream             | Instances Year | Location: | Mode of study |
| LLPC1F-1         | A                  | LLM Legal Practice | 1              | Hatfield  | Full-time     |
| LLPC1F-2         | A                  | LLM Legal Practice | 1              | Hatfield  | Full-time     |