



COURSE DATA

Data Subject

Code	35205
Name	Basic technical and legal skills
Cycle	Grade
ECTS Credits	6.0
Academic year	2018 - 2019

Study (s)

Degree	Center	Acad. year	Period
1303 - Degree in Law	Faculty of Law	1	First term
1921 - D.D. in Business Management Administration-Law	Doubles Studies Faculty of Law - Faculty of Economics	1	First term
1922 - D.D. in Law-Political and Public Administration Sciences	Faculty of Law	1	First term
1923 - D.D. in Law-Criminology	Faculty of Law	1	First term

Subject-matter

Degree	Subject-matter	Character
1303 - Degree in Law	8 - Basic legal techniques and skills	Basic Training
1921 - D.D. in Business Management Administration-Law	2 - Year 1 optional subjects	Optional
1922 - D.D. in Law-Political and Public Administration Sciences	2 - Core subjects	Optional
1923 - D.D. in Law-Criminology	2 - Core subjects	Optional

Coordination

Name	Department
ALTES TARREGA, JUAN ANTONIO	76 - Labour and Social Security Law

SUMMARY



Legal skills is a basic subject of first year with a load of 6 ECTS (European Credit Transfer System).

The course aims to introduce students to university life from a legal point of view. It provides tools that can help to study Law and to work with the Law. The subject is an approach or introduction to legal methods and the fundamental legal skills that can be developed in the years of Degree and Post-graduate studies and that will be used in the professional or academic life.

Description of content: Basic Features of the degree. Management of information: bibliographic databases. Reading skills, comprehension, written and oral communication. Writing memos.

PREVIOUS KNOWLEDGE

Relationship to other subjects of the same degree

There are no specified enrollment restrictions with other subjects of the curriculum.

Other requirements

OUTCOMES

1303 - Degree in Law

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- Capacidad para exponer oralmente los resultados de un estudio o investigación jurídica.
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- Capacidad para aprender y manejar las técnicas básicas de estudio y de investigación universitaria.

LEARNING OUTCOMES

- 1. Ability to know, distinguish and use sources of legal information.
- 2. Ability to orally present the results of a study or legal research.
- 3. Ability to prepare essays and reports in several legal disciplines.



- 4. Ability to learn and use basic study skills and research

DESCRIPTION OF CONTENTS

1. Introduction: Learn to learn Law

- 1.1. Lawyer training: Features of the Law Degree in the University of Valencia.
- 1.2. The Faculty of Law and the University of Valencia
- 1.3. Introduction to Aula Virtual: e-learning management platform in the University of Valencia
- 1.4. Communication Resources: mail, web and other technology and audiovisual resources of the University of Valencia
- 1.5. Infotmation resources for learning and researching: introduction to the University of Valencia Library

2. Legal career

- 2.1 Occupations related to the degree of law
- 2.2 The Profession of Jurist in Common Law systems

3. Legal analysis: Understanding the Law

- 3.1. Introduction to legal terminology
- 3.2. Introduction to the Legal System parts
- 3.3. Selection of sources of legal information
 - 3.3.1. Introduction
 - 3.3.2. Where do we find the rules?
 - 3.3.3. Where do we find the jurisprudence?
- 3.4. Understanding legal information sources
 - 3.4.1. How are the rules?
 - 3.4.2. How are the sentences? How are the rules applied?
- 3.5. Law as process. Introduction to the Administration of justice and jurisdictions. How does the Administration of justice work?
- 3.6. Public and private documents
- 3.7. Reading, comprehension, interpretation and structure of legal information sources (rules, jurisprudence, and doctrine)

4. Legal Research and witting skills

- 4.1. Writing an academic essay (introduction)
- 4.2. Writing an academic Legal essay

**5. Oral skills**

5.1 Basic Issues

5.2 Introduction to speech

WORKLOAD

ACTIVITY	Hours	% To be attended
Theoretical and practical classes	60,00	100
Study and independent work	60,00	0
Preparation of practical classes and problem	30,00	0
TOTAL	150,00	

TEACHING METHODOLOGY

In the class sessions will be held dynamics of active learning that will promote the acquisition of competences, abilities and skills.

EVALUATION

It is established the following system for assessment:

- 70 % Continuous assessment
- 30 % Final Exercise on the contents of the subject

For the second call, prior to the examination, the student must contact the professor with enough time to schedule a work plan to meet the continuous assessment. In case the student fails to meet this requirement he/she may not achieve the minimum grade to pass the subject.

REFERENCES**Basic**

- ALTÉS TÁRREGA, J. A. (Edit.) y otros (2013), Técnicas y Habilidades Jurídicas Básicas, Valencia: Tirant lo Blanch.
- <http://www.uv.es/legalskills>



Additional

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- SÁNCHEZ PRIETO, G. (2007). *Educación en la palabra: manual de técnicas de debate, oratoria y argumentación*, Madrid: Fundación Universitaria Española.
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- VALLEJO-NÁJERA, J. A. (1990). *Aprender a hablar en público hoy: la oratoria eficaz*, Barcelona: Planeta.
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