I. Specifications of the final exams

The exam comprises oral communication and language competencies in legal English – reading and listening comprehension, writing, speaking and mastery of specific vocabulary. The exam is a performance test (combination of proficiency and achievements) consisting of 5 subtests.

Weighing of the subtests

- Listening comprehension 15%
- Reading comprehension 20%
- Grammar and specific vocabulary 20%
- Writing 15%
- Speaking 20%

II. Extracts from the CEFR - B2 level descriptors

<table>
<thead>
<tr>
<th>Type of task</th>
<th>Language structures in a context</th>
</tr>
</thead>
<tbody>
<tr>
<td>Listening</td>
<td>Can understand detailed descriptions on a wide range of subjects related to his/her field of interest.</td>
</tr>
<tr>
<td>Writing</td>
<td>Can express a viewpoint on a topical issue giving the advantages and disadvantages of various options.</td>
</tr>
<tr>
<td>Speaking</td>
<td>Can present ideas, detailed descriptions on a wide range of subjects related to his/her field of interest.</td>
</tr>
<tr>
<td>Reading</td>
<td>Can scan quickly through long and complex texts, locating relevant details.</td>
</tr>
<tr>
<td>Accuracy</td>
<td>Shows a relatively high degree of grammatical control.</td>
</tr>
<tr>
<td>Fluency</td>
<td>Can usually express himself/herself correctly, and can enter into normal conversations.</td>
</tr>
</tbody>
</table>

III. III. Listening

<table>
<thead>
<tr>
<th>Construct</th>
<th>Monologue and dialogue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Types of tasks</td>
<td>Global and detailed comprehension</td>
</tr>
<tr>
<td>Sample</td>
<td>Instructions for students</td>
</tr>
<tr>
<td>Transcript</td>
<td>Listen to a podcast in which a lawyer explains the legal intricacies of trademark in response to a listener's question.</td>
</tr>
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</table>

You will hear a legal podcast on the topic intellectual property, namely trademarks. For questions 1 – 5, choose the best headline A – G.

<table>
<thead>
<tr>
<th>A.</th>
<th>B.</th>
<th>C.</th>
<th>D.</th>
<th>E.</th>
<th>F.</th>
<th>G.</th>
</tr>
</thead>
<tbody>
<tr>
<td>prohibited</td>
<td>requires</td>
<td>allows</td>
<td>needs to use his trademark</td>
<td>does not disqualify the owner</td>
<td>be regarded as belonging to the other.</td>
<td></td>
</tr>
</tbody>
</table>

IV. Reading

<table>
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<tr>
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<th>Multiple choice questions</th>
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<td>Sample</td>
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<td>Read the following extracts from a legal text. For each gap, use the words in CAPITALS to form words that fit the relevant gaps.</td>
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Note: Don’t forget: → Capital letters – Legal terms and safety tips.

IV. Grammar and Vocabulary

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Masaryk University Language Centre

Department at the Faculty of Law

- English for Lawyers (4-semester course in English for Legal Purposes for five-year Bachelor’s programme students)
- Courses for Bachelor’s programme students
- English for Public Administration

Contact info:
Komenského náměstí 2, 602 00 Brno
Contact: info@cjv.muni.cz, www.cjv.muni.cz/en

Who We Are
A university-wide institute providing education in foreign languages and testing language proficiency at all individual faculties of Masaryk University.

- Founded in 1971
- The biggest university language centre in the Czech Republic
- Branches at all faculties of Masaryk University
- 9,000 students per semester
- 100 employees
- Own research activities and educational projects
- Seven languages

Ph.D. students
- Lewis: B1-C1 (CEFR)
- Team of seven teachers for English for Legal Purposes
- Other languages taught: German, French, and Spanish for Legal Purposes

Contact info:
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V. Writing

Types of Task
- Construct
  - Producing a piece of writing related to a given topic (e.g., legal advice)
  - Writing academic essays
  - Giving a presentation
- Presentational
  - Defining and explaining legal terms
- Discussion
  - Discussing an academic topic
  - Practicing legal English
  - Writing a legal report

Write a complaint letter. 100-150 words.
You work for the Attorney-at-law office Smith and Partners and you are describing a problem from a conference on Family Law your office organized. You know that some things at the conference went wrong. Write a letter to the hotel manager, base your letter on the following informal notes.

Demand some kind of compensation, at least 30,000 CZK
Bad quality of services – food was late and of bad quality, meeting rooms unprepared on time

Demand some kind of compensation, at least 30,000 CZK
You went to discuss it in detail at a meeting, in the meeting room the table was broken

Feedback by Students

VII. Speaking

Analytic assessment of speaking

Criteria and components
- 1. Task Completion
  - Clear and coherent expression of a legal topic
  - Logical thinking and development of a topic
  - Providing an overview of a legal topic in a clear and structured way
  - Giving arguments and examples

- 2. Vocabulary and collocations
  - Range
  - Accuracy
  - Clarity

- 3. Grammar
  - Range
  - Accuracy
  - Clarity

- 4. Pronunciation and intonation
  - Clear and coherent presentation of a topic

- 5. Organization
  - Constructing a clear and structured argument
  - Constructing a clear and structured argument
  - Providing an overview of a legal topic in a clear and structured way

- 6. Language functions
  - Appropriate use of language in a formal style
  - Appropriate use of language in a formal style

- 7. Focus on substance
  - Giving arguments and examples
  - Giving arguments and examples

- 8. Ethics and non-verbal communication
  - Respect for interlocutor’s questions
  - Respect for interlocutor’s questions

1. Task Completion

2. Vocabulary and collocations

3. Grammar

4. Pronunciation and intonation

5. Organization

6. Language functions

7. Focus on substance

8. Ethics and non-verbal communication

Final Exam Guide

By Štěpánka Bilová, Radmila Doupovcová, and Barbora Chovancová

The Language Centre of Masaryk University in Brno provides a four-semester course in legal English for students at the Faculty of Law. The course English for Lawyers is designed to introduce students to the main concepts of English and developing all language skills required in the field of law. The course is complemented by a seminar and the B2 level according to the Common European Framework of Reference for Languages (CEFR), with specific academic and legal language. The final tests have been developed within the IMPACT project with the aim of ensuring that the tests meet the criteria of CEFR and especially to the real needs of prospective lawyers. The improved exam is now more comprehensive and balanced and the assessment is more transparent and objective, which has been highly appreciated by both examiners (teachers) and students.