

# University of Pretoria Yearbook 2018

## Legal practice 220 (RPK 220)

**Qualification** Undergraduate

**Faculty** [Faculty of Law](#)

**Module credits** 10.00

**Programmes** [LLB](#)

**Prerequisites** No prerequisites.

**Contact time** 1 tutorial per week, 2 lectures per week

**Language of tuition** Separate classes for Afrikaans and English

**Department** Procedural Law

**Period of presentation** Semester 2

### Module content

\*For LLB

- (a) Practice management
- (b) Taking of instructions
- (c) Bookkeeping for legal practices
- (d) Aspects of trial advocacy
- (e) Practical application
- (f) Research skills
- (g) Writing skills (letter of advice to client; office memorandum; heads of argument)

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