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## **PROGRAM ANNOUNCEMENT**

*The Advocacy Institute Is Pleased to Present*

### **Legal Writing**

**January 19, 2023**

**\*9:00 a.m. – 5:00 p.m.**

**\*Registration begins at 8:30**

**N.J. Forensic Science & Technology Center  
1200 Negron Drive  
Hamilton, New Jersey**

#### ***Program Summary***

This training will teach participants techniques to hone their legal writing skills. Students will learn to author persuasive and technically sound motions and briefs by effectively structuring their written work, crafting a compelling introduction, constructing paragraphs that flow together and reviewing and editing their work in an efficient and systematic manner.

#### ***Eligibility***

Registration for this program is limited to deputy and assistant attorneys general in the Department of Law & Public Safety who have been invited to attend by their division leadership.

#### ***Faculty***

**Professor Catharine Du Bois** is an Assistant Professor of Legal Writing at Brooklyn Law School, which she joined after teaching as a visiting professor with New York Law School's Legal Practice Team. Professor DuBois is a Program Director at the National Institute for Trial Advocacy (NITA) where she leads seminars in Persuasive Writing. She has also taught legal writing at Indiana University's Maurer School of Law and the University of Colorado Law School and taught Law and Public Policy at the Indiana University School of Public and Environmental Affairs. In the private sector, she was a member of the litigation departments of Jenner & Block LLP, Chicago, and Jones Day, New York. Professor Du Bois holds a B.A. from Indiana University, a J.D. from Georgetown Law School and clerked for the Honorable Steven D. Merryday of the U.S. District Court for the Middle District of Florida.

## *CLE Credit*

**NJ CLE Credit:** This program has been approved by the Board on Continuing Legal Education of the Supreme Court of New Jersey for 7.0 hours of total CLE credit. Of these, 0.0 qualify as hours of credit for ethics/professionalism.

**PA CLE Credit:** 5.5 Substantive Credits (\$9.00 mandatory registration fee required).

## *Registration*

Attorneys who are eligible to attend this program will receive registration instructions from the AGAI.

## *Agenda*

8:30 am– 9:00 am	<b>Registration</b>
9:00 am – 9:10 am	<b>Welcome &amp; Introductory Remarks</b>
9:10 am – 10:15 am	<b>Setting the Groundwork</b> This section explores how clarifying the purpose, the theme, and the framework of a document before beginning to draft helps keep a writer on track while drafting. It will look at how to develop this groundwork to create a stronger, more coherent first draft.
10:15 am – 11:00 am	<b>Using Legal Rhetoric and Legal Authority</b> This section reviews the principles of rhetorical organization and discusses using legal authority to develop a compelling argument.
11:00 am – 11:15 am	<b>Break</b>
11:15 am – 12:15 pm	<b>Paragraph Organization and Development</b> This section explores the paragraph as the building-block of a persuasive argument. It considers what makes a paragraph effective and how to craft paragraphs so that the reader sees the connection between ideas and understands each step in the argument.
12:15 pm – 1:30 pm	<b>Lunch</b> (on your own)
1:30 pm – 2:00 pm	<b>Telling a Compelling Story</b> This section discusses the role of the facts in a persuasive document and identifies ways to tell a story to support the goal of the document.
2:00 pm – 3:00 pm	<b>Thinking Like a Reader</b> This section shifts the focus from writer-based drafting to reader-focused editing and looks at the structural and organizational elements that create context and meaning for the reader.
3:00 pm – 3:15 pm	<b>Break</b>
3:15 pm – 4:00 pm	<b>Effective Sentences</b> This section addresses strong drafting habits for crafting readable and clear sentences.
4:00 pm – 4:45 pm	<b>Review and Re-Writing</b> This section covers the editing process and provides techniques for creating a final professional draft, from testing the content and organization of the document to final polishing and proofreading.

4:45 pm – 5:00 pm	<b>Evaluations</b> <b>Questions</b> <b>Concluding Remarks</b>