

Typical Orientation Schedule

The Clinical Term begins by introducing students to the skills and knowledge that they will need to work on client files during the rest of the term. This is an example of an orientation schedule:

Summer 201-

Monday, 4 May 201-

Preparation for Class Tomorrow:

Readings: "Lawyer's Lumps"

"A Lawyer's Liability For Negligence - Care is Not Enough"

"Solicitors' Liability to Their Own Clients - What Next?"

Review: Your Evidence Notes

Evidentiary problems contained in the memorandum enclosed with this orientation schedule called "The Law of Evidence - Are you Ready?"

Tuesday, 5 May 201-

Moot Courtroom

9:00 - 10:30 Description of Law 350A

Description of Law Centre programs and services

10-30 - 10:45 Coffee Break

10:45 - 11:15 Liability of Lawyers

11:15 - 12:30 The Role of Defence Counsel in Criminal Matters

12:30 - 1:30 LUNCH

1:30 - 3:30 Overview of preparation for a Criminal trial

3:30 - 3:45 Coffee Break

3:45 - 5:30 First Appearance Procedure

Readings: Canons of Legal Ethics

Excerpts from Law Society Handbook

Fact Investigation Memo

Wednesday, 6 May 201-

Moot Courtroom

9:00 - 9:30 Preparation of Materials for Examination-in-Chief and Cross-Examination Seminars

9:30 - 10:45 The Resolution of Ethical Problems

10:45 - 11:00 Coffee Break

11:00 - 12:00 The Professional Conduct Handbook

12:00 - 1:00 LUNCH

1:00 - 2:15 Building the Firm's Resources

2:15 - 3:15 Cross-Examination I

3:15 - 3:30 Coffee Break

3:30 - 5:30 Speaking to Sentence I

Readings: Sentencing Materials

Legal Etiquette

Thursday, 7 May 201-

Courtroom 101 Courthouse

9:00 - 4:30 Observation of Speak to's in Courtroom 101,

Observation of JP Court in Courtroom 102

Observation of Trials in Courtroom 102, 202, 203

Take notes of your court observations

Preparation: Prepare a "Speak-to"

Hy-Speed Longhand - Lessons One, Two & Three

Friday, 8 May 201-

Moot Courtroom

9:00 - 9:30 Debrief Court Observations

9:30 - 10:00 Voice Warm-up Exercises

10:30 - 10:45 Coffee Break

10:45 - 12:00 Speaking to Sentence II

12:00 - 1:00 LUNCH

1:00 - 3:00 Speaking to Sentence III

3:00 - 3:15 Coffee Break

3:15 - 3:45: Speaking to Sentence IV

3:45 - 5:15 Fact Investigation

Readings: Objecting to Evidence Memo

Cross-Examination Materials

Preparation: Hy-Speed Longhand - Lesson Four

Monday, 11 May 201-

Court Observations: Observe Trials

The Courthouse Take notes of your court observations

Reading Opportunity: Examination-in-Chief Materials,

Cross-Examination Materials

Overview of a Trial Memorandum

Tuesday, 12 May 201-

Moot Courtroom

9:00 - 9:10 The Desk Lottery

9:10 - 10:30 Objecting to Evidence I

10:30 - 10:45 Coffee Break

10:45 - 12:00 Objecting to Evidence II

12:00 - 1:00 LUNCH

1:00 - 3:00 Cross-Examination II

3:00 - 3:15 Coffee Break

3:15 - 4:00 Cross-Examination III

4:00 - 5:00 Trial Procedures

Readings: Cross-Examination Materials

Preparation: Hy-Speed Longhand - Lesson Five

Wednesday, 13 May 201-

Moot Courtroom

9:00 - 9:30 Preparing a Submission

9:30 - 9:40 The Trial Buddy System

Group A

9:30 - 10:15 Examination-in-Chief and Cross-Examination
(Exercise I)

10:15 - 10:30 Coffee Break

10:30 - 12:00 Examination-in-Chief and Cross-Examination
(Exercise I continued)

12:00 - 1:00 LUNCH

1:00 - 3:30 Examination-in-Chief and Cross-Examination
(Exercise I continued)

3:30 - 3:45 Coffee Break

3:45 - 5:45 Examination-in-Chief and Cross-Examination
(Exercise I continued)

Group B

Preparation: Prepare a Submission

Prepare for the Examination-in-Chief and Cross-Examination Exercise

Thursday, 14 May 201-

Moot Courtroom

Group B

9:00 - 10:30 Examination-in-Chief and Cross-Examination
(Exercise I)

10:30 - 10:45 Coffee Break

10:45 - 12:00 Examination-in-Chief and Cross-Examination
(Exercise I continued)

12:00 - 1:00 LUNCH

1:00 - 3:30 Examination-in-Chief and Cross-Examination
(Exercise I continued)

3:30 - 3:45 Coffee Break

3:45 - 5:45 Examination-in-Chief and Cross-Examination
(Exercise I continued)

Group A

Prepare a Submission

Friday, 15 May 201-

Moot Courtroom

9:00 - 10:45 Submissions I

10:45 - 11:00 Coffee Break

11:00 - 12:00 Submissions II

12:00 - 1:00 LUNCH

1:00 - 3:00 Submissions III

3:00 - 3:15 Coffee Break

3:15 - 4:00 Submissions IV

4:00-5:00 Cross-Examination IV

Readings: Divorce Act and Rule 60B

Preparation: Examination-in-Chief and Cross-Examination
(Exercise II)

Monday, 18 May 201-

Holiday

Tuesday, 19 May 201-

Moot Courtroom

9:00 - 12:00 Corrections Law I

11:00 - 1:00 LUNCH (Plus travel to William Head Prison)

1:00 - 3:00 Tour of William Head Prison

3:15-4:30 Observe Court at the Colwood Courthouse

Wednesday, 20 May 201-

Moot Courtroom

9:00 - 11:00 Examination-in-Chief and Cross-Examination
(Exercise II)

11:00 - 11:15 Coffee Break

11:15 - 12:30 Examination-in-Chief and Cross-Examination
(Exercise II continued)

12:00 - 1:00 LUNCH

1:00 - 3:00 Examination-in-Chief and Cross-Examination
(Exercise II continued)

3:00 - 3:30 Dean's "Welcome to The Law Centre"
(Tea and Muffins in the Faculty Lounge)

3:30 - 5:00 Examination-in-Chief and Cross-Examination
(Exercise II continued)

Readings: Wills Materials

Thursday, 21 May 201-

Moot Courtroom

9:00 - 10:30 Examination-in-Chief and Cross-Examination
(Exercise II continued)

10:30 - 10:45 Coffee Break

10:45 - 12:00 Examination-in-Chief and Cross-Examination
(Exercise II continued)

12:00 - 1:00 LUNCH

1:00 - 3:00 Examination-in-Chief and Cross-Examination
(Exercise II continued)

3:00 - 3:15 Coffee Break

3:15 - 4:15 Common Problems - Divorce I

4:15 - 5:00 Referral Agency I - Separation and Divorce Resource Centre

Readings: Interviewing Materials

Preparation: Hy-Speed Longhand - Lesson Six & Seven

Friday, 22 May 201-

Moot Courtroom

9:00 - 10:30 Common Problems - Divorce II

10:30 - 10:45 Coffee Break

10:45 - 12:00 Family Law Issues

12:00 - 1:00 LUNCH

1:00 - 2:00 Interviewing I

2:00 - 3:15 Interviewing II/Counselling

3:15 - 3:30 Coffee Break

3:30 - 4:30 Referral Agency II - Transition House

Readings: Complete Interviewing and Wills materials

Counselling Article

Monday, 25 May 201-

Moot Courtroom

9:00 - 10:15 Corrections Law II

10:15 - 10:30 Coffee Break

10:30 - 12:00 Corrections Law II (Continued)

12:00 - 1:00 LUNCH

1:00 - 2:45 B.C. Benefit Legislation and Advocacy before B.C. Benefit Tribunals

2:45-3:00 Coffee Break

3:00 - 4:00 Conducting Variation of Maintenance Applications in Family Court

4:00-4:30 "Time to Change"

4:30-5:00 Referral Agency III - Family Violence Project

Readings: Negotiation Materials

Tuesday, 26 May 201-

Moot Courtroom

9:00 - 10:15 Wills I

10:15 - 10:30 Coffee Break

10:30 - 12:00 Voir Dire

12:00 - 1:00 LUNCH

1:00 - 2:00 T.B.A.

2:00 - 3:15 Common Problems - Wills II

3:15 - 3:30 Coffee Break

3:30 - Negotiation I

Wednesday, 27 May 201-

Wilkinson Road Jail

9:30 - 12:00 Tour of VIRCC

12:00 - 1:30 Lunch (and Return to UVic)

1:30 - 3:30 The Residential Tenancy Act and the Conduct of Residential Tenancy Arbitrations

3:30-5:00 T.B.A.

Readings: Chambers Memorandum

Preparation: Chambers Application

Negotiation Exercise

Thursday, 28 May 201-

Moot Courtroom

9:00 - 10:30 Negotiation II

10:30 - 10:45 Coffee Break

10:45 - 12:00 Defending Clients Charged with Impaired Driving

12:00 - 1:00 LUNCH

1:00 - 2:00 Negotiation III

2:00 - 3:00 Drafting Correspondence, Opinions, Court Documents

3:00 - 3:15 Coffee Break

3:15 - 5:00 Chambers Practice

Readings: Small Claims Fact sheet: 1,2,7,10,11,14, and 15

Friday, 29 May 201-

Moot Courtroom

9:00 - 10:30 Negotiation III

10:30 - 10:45 Coffee Break

10:45 - 12:00 Negotiation IV

12:00 - 1:00 LUNCH

1:00 - 2:15 Small Claims Procedure

2:15 - 5:00 Something Completely Different

5:00 Distribution of Take Home Examination

(An open book take home examination)

Due: Monday, 2 June at 9:00 a.m. at The Law Centre

Monday, 1 June 201-

Work on Examination

Tuesday, 2 June 201-

Law Centre

9:00 - 12:00 Submit Examinations

Introduction to Law Centre Staff

Law Centre Office Procedures

12:00 - 1:00 LUNCH

1:00 - 1:30 File Management

1:30 - 2:30 Loss Prevention

2:30 - 3:00 Computer Applications: Law Centre Information System; Information Retrieval (The GLENN); Word Processing; Internet Access; The Sentencing Data Base

3:00 - 6:00+ Begin Reading Files

Wednesday, 3 June 201-

9:00 - 3:00 Schedule Listed Below

9:00 Court Observations:

Remand Court and JP Court

Small Claims Court

Criminal Trial Court

Traffic Court

Highest Priority File Reviews with individual students

Work on files

Telephone clients with early trial dates and make appointments

11:30 Crown Counsel Placement

Student names TBA

Crown Counsel Office

4:00 - 5:00 Criminal Practice Tutorial: A Meeting with Crown Counsel

Thursday, 4 June 201-

9:00 - 3:00 Schedule Listed Below

9:00 Court Observations:

Remand Court and JP Court

Small Claims Court

Criminal Trial Court

Traffic Court

Complete File Reviews with individual students

Work on files

Telephone clients with early trial dates and make appointments

11:30 Crown Counsel Placement

Student names TBA

Crown Counsel Office

4:00 - 5:00 Criminal Practice Tutorial II: Dealing with the Police

Friday, 5 June 201-

9:00 - 3:00 Schedule Listed Below

9:00 Court Observations:

Remand Court and JP Court

Small Claims Court

Criminal Trial Court

Traffic Court

Complete File Reviews with individual students

Work on files

Telephone clients with early trial dates and make appointments

11:30 Crown Counsel Placement

Student names TBA

Crown Counsel Office

4:00 - 5:30 Criminal Practice Tutorial III: Role of Duty Counsel, Native Court Worker, Diversion (The John Howard Society)

Monday, 8 June 201-

8:45 - 10:00 Seminar: Intake Procedures

10:00 - 11:00 Seminar: Preparing Divorce Documents that will not be rejected by the Court Registry

12:00 Complete File Reviews with individual students

File work

Trial Preparation

Court Observations

3:00 - 4:30 Planning Meeting

4:30 - 5:30 Seminar: Dealing with the Court and the Crown: the views of former students

Tuesday, 9 June 201-

9:00 - 4:00 File work

Trial Preparation

Court Observations

10:45 - 11:00 Students on Rota Meet with Co-Interviewers (bring lunch)

11:00- Begin First Intake Interviews

4:00 - 5:30 Seminar: Referral Agency: The Dispute Resolution Centre

Wednesday, 10 June 201-

9:00 - 10:00 Seminar: The Law of Search and Seizure; and Defending Possession of Narcotic Charges

10:00 - 4:00 File work

Trial Preparation

Court Observations

4:00 - 5:30 Seminar: Referral Agency: The Debtor Assistance branch

Thursday, 11 June 201-

9:00 - 4:00 File work

Trial Preparation

Court Observations

4:00 - 5:30 Seminar: Referral Agency: The Ombudsman.

Friday, 12 June 201-

9:45 - 3:00 File work

Trial Preparation

Court Observations

3:00 - 6:00 Planning Meeting

Monday, 15 June 201-

9:00 - 10:45 Begin Court Appearances

Wednesday, 17 June 201-

3:45 - 4:30 Review Intake Procedures

Friday, 19 June 201-

3:00 - 5:30 Planning Meeting

5:30-7:00+ Seminar: The use and operation of the ASD and Datamaster
(The Breathalyzer Party)