



MAHARASHTRA NATIONAL LAW UNIVERSITY MUMBAI

P.G. DIPLOMA IN LITIGATION LAWYERING AND LAW FIRM MANAGEMENT IN INDIA

The Post Graduate Diploma in Litigation Lawyering and Law Firm Management is a 20 credits programme consisting of 6 courses of 3 credits each and a project work of 2 credits

SEMESTER – I			
Subject Code	Subject	Marks	Credits
1.1.1	FOUNDATION OF CIVIL LITIGATION A suit of Civil Nature, Drafting of a Notice, How to draft a Civil Suit, Institution of Suit, Service of Notice and Summons, Interlocutory Applications, Appearance and Non-Appearance of Parties and Procedure thereof, Drafting and filing of Written Statements, Forms and Procedures of Inspection Discovery and Production of documents, Framing of Issues, Summoning and Examining Witnesses, Art of Chief Examination and Art of Cross-Examination in Civil Cases, Effect of Admissions, Preparation and Presentation of Arguments, Understanding & Analysing Judgement and	100	3

	Decree, Preparation and Filing of Appeal, Revision and Review, Managing Execution of Decree and Defence in Execution Proceedings		
1.1.2	<p>FOUNDATION OF CRIMINAL LITIGATION</p> <p>Understanding concept of Offence, Initiating a Criminal Proceeding, Police Complaint and F.I.R-Issues and Techniques, Practical aspect of Arrest, Remand, Bail and Anticipatory Bail, Mode of Securing appearance of Parties and Production of things, Practical Aspect of Criminal Investigation, preventive action by police and Other Authorities, Understanding and Evaluating Charge sheet, practical Aspects of Trial, Effective prosecution of a criminal case, Effective Defence in a Criminal Case, Private Complaints, Recording Evidence in a Criminal Trial, Art of Cross-Examination in a Criminal Trial, Drafting and Filing an appeal, Revision, Review and other applications.</p>	100	3
1.1.3	<p>CLIENT SERVICING AND LITIGATION MANAGEMENT.</p> <p>Initial Disclosure- Relationship building, problem assessment, understanding your client and their requirements, Communication techniques, Goal Setting, Art of Client Counselling, Counselling Intervention, Evaluation of Facts, Framing of notes, Application of Law, Application of Psycho-</p>	100	3

	<p>annalistic, Psycho-dynamic and Humanistic theories in Client Counselling, Behavioural approach to Client Servicing.</p> <p>Framing of a case, best drafting practices, Expert Consultation-when and where required, Selecting the forum, Best Practise of Filing and filing procedures in Lower and Higher Courts, minimising delays, expediting the hearings, best practices in litigation management towards cost-effective litigation, an alternative approach to litigation.</p>		
SEMESTER – II			
1.2.4	<p>LAW FIRM MANAGEMENT:</p> <p>Concept of Law firms, Composition and role of Law Firms, Issues and Challenges in Establishing a law firm, identifying areas of practice, Vertical management of law firm, Research and Development, Licensing and Marketing, PR. Management, Inter-Personal Management, Intra-Personal Management and HR, Financial Management, Financial Auditing, Legal Auditing, Role of Law Firms in Litigation Management, Non-Litigation Management and Law Firm, Trans-National legal issues and Law firms, Creating Franchise and Associate Officers, Networking of</p>	100	3

	Law Firms, Law Firms and the changing face of the legal profession, Law Firm crisis management.		
1.2.5	<p>TRANSNATIONAL COMMERCIAL TRANSACTIONS, NON-CONVENTIONAL LITIGATION AND DISPUTE RESOLUTION</p> <p>Introduction to Transnational Commercial Law, Types of International Commercial transactions and Harmonization of loss, Transnational Sale of Goods, Contract for carriage of goods by Sea, Air and Land, Scope of Disputes and methods of dispute resolution, Contract of Sale under Vienna sales Convention, legal issues and dispute resolution in respect of payment in international commercial transactions, Legal issues in financing international commerce, Cross Border insolvency, Settlement of international commercial disputes through negotiation, mediation, International Commercial Arbitration, Transnational Litigation and Conflict of Laws.</p>	100	3
1.2.6	<p>INTERPLAY OF LAW OF EVIDENCE IN LITIGATION AND NON-LITIGATION LAWYERING</p> <p>Introduction to Law of Evidence, Relevancy of Facts, Documentary Evidence, Presumption and Documents, Integrating legal drafting with principle of evidence, Burden of proof in</p>	100	3

	<p>Conventional and Non-Conventional Litigation, Admissions and Denial of documents in conventional and non-conventional litigation.</p> <p>Handling of witnesses in court and in non-conventional litigation, Tribunals and Litigation before tribunals, Litigation before administrative and quasi-judicial authorities, Developing Non-Conventional Lawyering skills, Non-Conventional Legal drafting, Managing inter-personal relations in administrative and quasi-judicial proceedings</p>		
1.2.7	PROJECT (15 PRACTICAL EXERCISES BASED ON THE ABOVE UNITS)	100	2