



Anand Law College
(An Autonomous Institute, Under UGC Regulation 2023)
Managed by Shri Ramkrishna Seva Mandal
SRKSM Campus, Near Electric Grid, Anand, Gujarat
(Affiliated to S. P. University & Approved by BCI, New Delhi)
NAAC Accredited, 'B++' Grade, CGPA 2.97 - 1st Cycle



Name of the Course: B.B.A. LL.B.	Type of Course: 5 Years Integrated
Year : 1 st Year	Semester : 2 nd Semester
Subject Code : UG02EBBA2	Subject: Legal Writing & Drafting
W.E.F: 2025-26	Teaching Hours: 72

Teaching & Examination Scheme:

Credit	Lec	Lab	Tut	Internal marks		External Marks		Passing Marks	Passing Marks	Total Marks
				T & P	CE	T	P	Internal	External	Int+ Ext
4	4	-	-	20	20	60	-	16/40	24/60	40/100

Lec =Lecture, Lab=Lab, Tut= Tutorial,, T-Theory, P=Practical Theory & Practical Passing%:4

Course Objectives	This course aims to provide a comprehensive understanding of the historical evolution of India's constitutional framework. By the end of the course, students will be able to:	Bloom's Taxonomy Level
	Understand the Fundamentals – To develop fundamental skills in legal writing and drafting.	
	Apply in the Practice – To enhance students' ability to draft legal documents with precision and clarity.	
	Analyze the legal Communication To familiarize students with court pleadings and professional legal communication.	
	Apply in the Practice – To train students in effective research and referencing in legal writing.	
	Evaluate professional aspects of legal drafting – To ensure students understand the ethical and professional aspects of legal drafting.	



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Course Outcome (CO):

Upon completion of the course, student shall be able to:

CO 1	Explain the principles and techniques – Understand the principles and techniques of legal writing.
CO 2	Analyze Framework Legal Drafts – Draft various legal documents, including contracts, pleadings, and notices
CO 3	Apply correct legal terminology – Apply correct legal terminology and citation styles in legal writing.
CO 4	Develop Drafting Skills – Develop persuasive and research-based legal writing skills, domestic violence, and child abuse.
CO 5	Evaluate professional aspects of legal drafting – Demonstrate professional competency in court pleadings and legislative drafting..

DETAILED SYLLABUS

Unit	Description	Credits / Hours
1	Introduction to Legal Writing	25%
1.1	Characteristics of Good Legal Writing (Clarity, Conciseness, Precision)	(4)
1.2	Difference Between Legal and General Writing	
1.3	Common Mistakes in Legal Writing & How to Avoid Them	
1.4	Use of Legal Terminology and Latin Maxims	
1.5	Legal Citations and Referencing (Bluebook, OSCOLA, APA)	
	PRACTICAL APPROACH: a. Draft practice	



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2	Drafting of Legal Documents	25%
2.1	Principles of Legal Drafting – Format, Language, and Content	(4)
2.2	Drafting of Notices and Legal Correspondence	
2.3	Drafting of Commercial Documents (MOUs, Joint Venture Agreements)	
2.4	Drafting of RTI	
	PRACTICAL APPROACH: a. Legal formats drafting :- Notes, Agreement ,Suit drafting	
3	Court Pleadings and Litigation Drafting	25%
3.1	Drafting the different Application (exemption application , Leave Application, Addition of Party, Amend the Decree etc)	(4)
3.2	Complaint drafting	
3.3	Drafting of Complaint, Written Statement, interim petition	
3.4	Drafting patent applications, trademark registrations, and copyright assignments, licenses – etc	
3.5	Drafting Examination in chief, Re - examination & Cross Examination	
	PRACTICAL APPROACH: a. Judgment Writing Competition	
4	Advanced Legal Writing and Legislative Drafting	25%
4.1	Legislative Drafting – Drafting of Bills and Policies	(4)
4.2	Legislative Drafting- Employees agreements & private policies	
	Art of Persuasive Legal Writing – Arguments & Advocacy in Writing	
4.3	Ethical and Professional Considerations in Legal Writing and Drafting	
4.4	Art of Persuasive Legal Writing – Arguments & Advocacy in Writing	
	PRACTICAL APPROACH: a. Moot Court	



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Suggested References:	
Sr. No.	References 1. Legal Writing and Drafting :- Nayan Joshi 2. The Art of Legal Writing" – Linda H. Edwards 3. "Legal Writing and Drafting" – R. Nandan 4. "Principles of Statutory Interpretation" – G.P. Singh 5. "Pleadings and Conveyancing" – Mogha & Mogha
	Online References 1. https://uogqueensmcf.com/wp- 2. https://www.icsi.edu