

# Law Student

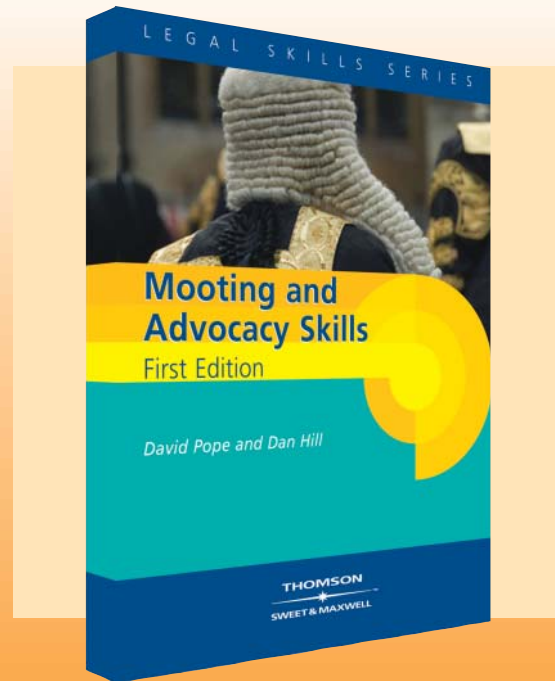
// issue 6

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- // Group for Solicitors with Disabilities mentoring scheme
- // How to survive exams
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- // How to dress in court
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## Letter from the Editor



Welcome to the sixth issue of Law Student from Sweet & Maxwell. With exam season in full swing it's more crucial than ever to ensure that you can find the books you need to revise easily. Check out the article on pages 16-18 for some great advice on how to find exactly

what you need. You can also find some great revision tips on page 24.

Is the thought of sitting a three-hour exam filling you with dread? See pages 10-12 where you'll find some great advice on how to survive and more importantly thrive in your exam. But, you can't thrive in your studies if you've got money worries on your mind – turn to pages 26-27 for some financial guidance.

If you're planning on pursuing a career as a barrister then you'll need to decide which of the four Inns of Court to join. Flick to pages 06-07 where you'll find some facts and figures about each of the Inns of Court. Plus, turn to pages 20-21 to discover what lawyers consider to be the key factors when choosing where to work next.

The way that advocates dress is an important aspect of courtroom etiquette. The same principle applies to moots and advocacy assessments on the LPC and BVC. Turn to page 22 for advice on what you should and should not wear.

Did you know that the Group for Solicitors with Disabilities runs a mentoring scheme for disabled students who are studying for a career in the law? Check out page 08 for more information on this great scheme.

I hope you enjoy this issue as much as I do!

*Samantha Siddle*

Sam Siddle  
Editor

# Law Student

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## Law Student

### issue 6

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## Sweet & Maxwell Law Prize

The prestigious Sweet & Maxwell Law Prize enables higher education institutions to award their highest achieving law student with the gift of books published by Sweet & Maxwell to the value of £150. The Sweet & Maxwell Law Prize is open to all law schools in the UK.



### Announcing the new Sweet & Maxwell Vocational Law Prize

In addition, Sweet & Maxwell have just launched the Vocational Law Prize. This enables those institutions who offer the LPC or BVC to be able to recognise the achievements of students undertaking the vocational stage of training. The Sweet & Maxwell Vocational Law Prize is the gift of books published by Sweet & Maxwell to the value of £100.

## Help your fellow students and earn extra money in the process!

Westlaw UK, the online service from Sweet & Maxwell, has a network of Student Representatives in universities across the UK. Within their role each Student Representative is available to help students with general or specific Westlaw UK search queries. We are currently looking to expand our network of Representatives. If you are interested in learning more about the role please contact Philippa Baker by email at [philippa.baker@thomson.com](mailto:philippa.baker@thomson.com). You could soon be a font of knowledge on all things Westlaw UK!

Westlaw UK  
From Sweet & Maxwell

## Did you know?

*Wergild is compensation for personal injury*

- Taken from the 10th edition of Osborn's Concise Law Dictionary [978-0-421-90050-9] available from all good booksellers price £10.95



## Learn on the move with our free podcasts!

Twelve of our authors have recorded podcasts which are available from <http://podcasts.sweetandmaxwell.co.uk>. These bite sized updates provide thought provoking commentary for those of you starting a new subject and are perfect refreshers before your exams. We are adding new ones all the time so please remember to bookmark the page. The following podcasts are currently available:

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 B o o k s h o p

## Which Inn of Court should you join?

If you wish to become a barrister, you must become a member of one of the four Inns of Court (Inns). But which one is right for you? Here, in an article adapted from their book *The Path to Pupillage: A Guide for the Aspiring Barrister*, Georgina Wolfe and Alexander Robson give you a summary of each of the four Inns.

### Choosing your Inn

In order to be called to the Bar of England and Wales, you must attend twelve “qualifying sessions” organised by your Inn. As soon as you join your Inn, you can begin your qualifying sessions – it is therefore vitally important to decide as early as possible which Inn you wish to join.

All four Inns provide essentially the same services and educational programmes. To help you decide on an Inn, here are some of the facts and figures about each of the Inns of Court.



#### Lincoln's Inn

The Inn was probably named after Henry de Lacy, third Earl of Lincoln, whose arms gave the Lincoln's Inn badge its lion.

Famously, Lincoln's Inn is one of only two places where the Loyal Toast (the first toast after a formal

meal where diners stand and raise their glasses to the toast “The Queen”) may be taken sitting down (the other being the Royal Navy). Legend has it that this privilege was granted in perpetuity because, one night in 1672 when Charles II was dining in the Inn, it was impossible to find a Bencher sober enough to stand for the toast.

The Inn welcomes students aspiring to all fields of practice. The Inn has strong connections with the Chancery Bar. The Court of Chancery frequently sat in the Old Hall until the Royal Courts of Justice were opened in 1882, and to this day most of the leading Chancery chambers are in the Inn.

The Inn also has strong European connections, reflected in its student programme. The current British judge on the European Court of Human Rights is from Lincoln's Inn, as have been all his predecessors since 1980, and there has been strong representation from the Inn at the European Court of Justice.



#### Inner Temple

Inner and Middle Temple surround the Temple Church. This round Church was built by the Knights Templar. After the Knights were abolished by Pope Clement in 1312, lawyers moved into the Temple, and the Middle and Inner Temples were formed. The Knights, though long gone, are not forgotten and the figures of two Knights, both riding a single horse, can be seen as a bronze statue in the western end of Church Court, outside Temple Church.

Inner Temple has a strong history of student mooters and debaters with past students among the champions at both European and World Championships. Inner also holds annual “Inter-Varsity” competitions in both mooting and debating in which members of the other Inns and universities may compete.

One of Inner Temple's student schemes is the Police Liaison Scheme which is an excellent opportunity for those interested in criminal or police law to shadow a police officer for a day.



#### Middle Temple

Although Middle Temple's own records date back to 1501, the Inn was probably in existence several centuries earlier. In the Lincoln's

Inn Black Books of 1442, there is a record of payment for a wine party with the Middle Temple. Middle Temple Hall was completed in 1573 and boasts a stunning double hammer beam roof carved from oak from Windsor Forest.

Middle Temple holds the annual Rosamund Smith Mooting Competition, judged throughout by Middle Temple Benchers with the semi-final and final rounds held in Hall after dinner before a panel of senior judges. Middle also holds an annual debating competition for student members with the final held in the Hall after dinner. Middle Templars are among the past victors of the World Debating Championships.

### Strange Dining Traditions

You may have heard rumours of some of the more idiosyncratic dining traditions of the Inns. These have been greatly relaxed in recent years but there are one or two for which it is worth being prepared.

- Students dining in the Inns wear black gowns similar to those worn by barristers in court. These are provided by each Inn before you enter the Hall.
- Diners sit in groups of four, called “messes”. The top right-hand member of the mess has the role of “Captain” and must serve the others their food.
- In Middle Temple you are not permitted (in theory at least) to speak to anyone outside your mess. Meals are now served by the Inn staff and no longer by the mess Captain.
- In Inner and Middle, no one may enter or leave the Hall until the second grace.
- Gray's Inn was, until recently, famous for its “challenges”. These are no longer compulsory but remain open to volunteers. Challenges involve standing on the table and singing a song, reciting poetry or telling a joke.
- In Gray's Inn, while the barristers may drink wine, port or sherry, students may only drink water and wine.



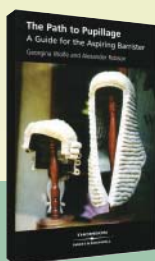
## Gray's Inn

Gray's Inn is the smallest of the Inns in terms of membership. It has traditionally been seen as the most progressive of the Inns, being

the first to introduce student advocacy training and other such initiatives. It evolved from the first habitation known to have been around the site of the present Hall: the Manor House of Sir Reginald de Grey, Chief Justice of Chester, Constable and Sheriff of Nottingham. This is also probably where the Inn got its name and the alternative spelling ("Gray" rather than "Grey") is believed to have come about when Dr Johnson's dictionary standardised spellings in 1755.

The records of Gray's Inn start in 1569 but evidence of its existence dates back to 1388. Gray's has suffered more war and fire damage than any of the other Inns; indeed, between 1680 and 1687 it survived no less than three fires.

Gray's Inn has seen its fair share of writers and playwrights. Shakespeare was a regular in Hall (his patron Lord Southampton was a member of the Inn) and the young Charles Dickens first started work in Raymond Buildings to the west of the Inn.



This article is adapted from the 1st edition of *The Path to Pupillage: A Guide for the Aspiring Barrister*, which is available from Amazon and all good booksellers priced £14.95 [978-1-847-034014]



## The Group for Solicitors with Disabilities mentoring scheme for students

The Group for Solicitors with Disabilities often receives correspondence from disabled students who wish to pursue a career in the legal profession. In response to this, the GSD set up a mentoring scheme whereby members share experiences and give advice on the issues facing students. Read on for more information on this scheme and how you can apply.

### About mentoring

For a law student mentoring can be defined as a one to one relationship in which an individual experienced in the profession (the mentor) offers their experience to support and encourage the other (the mentee) to enter and progress in the profession of a solicitor.

The relationship will often develop at a period of transition for the mentee, for instance during progression from one academic course to another, from an academic course to a training contract and so on.

### The role of a mentor

A mentor will be able to teach you the "tricks of the trade" which they have learnt through practical experience. Advice can be given on areas of practice, CVs, application forms, application strategy, interview preparation and career progression.

A mentor can in effect act as a role model for students, learning how a disabled solicitor copes with the problems of day to day practice can give reassurance, instill confidence and can provide practical guidance whilst providing the student with a confident, informal peer, counsellor and sounding board.

### Applying for a mentor

If you are a disabled law student and you feel that you would benefit from a mentor please contact GSD to request an application form. You will then be sent a mentoring application via e-mail or post. The application form asks for basic personal information and the nature of your disability as disability can be visible or invisible and it aids with the identification of an appropriate mentor.

Once the GSD have received your application form it will then be used to identify possible mentors from their database. The chosen mentor will then be forwarded your details and will be in touch.

For information on how to become a member of the GSD or to apply for mentoring please visit the GSD website at [gsdnet.org.uk](http://gsdnet.org.uk) or email them at: [gsd@equalability.com](mailto:gsd@equalability.com).

### About The Group for Solicitors with Disabilities (GSD)

The Group for Solicitors with Disabilities (GSD) was established in 1989. Their members come from a wide range of backgrounds and include law students, retired solicitors, paralegals, law lecturers and practising solicitors. Members have a wide range of disabilities that affect them to varying degrees, including sensory and visual impairment, impaired mobility and various disabilities that are not immediately apparent, such as epilepsy and dyslexia.

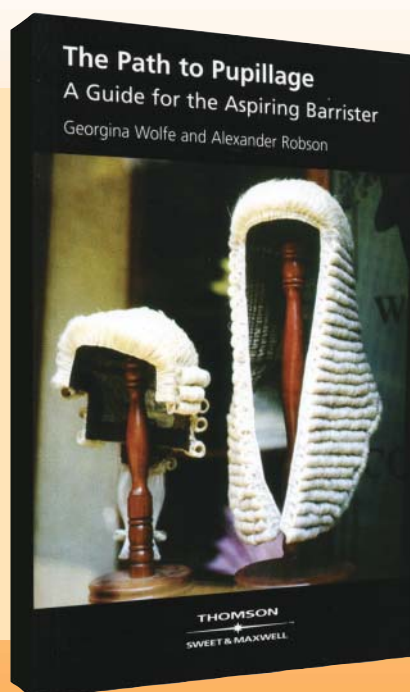
The GSD holds meetings in London at the Law Society every couple of months, the GSD aims to achieve equality of opportunity for people with disabilities whether they are qualified solicitors, trainee solicitors, law students, clients or members of the public.





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- Goes through the academic stage of training, looking at the pros and cons of the various variables such as a law degree versus a law conversion
- Details the extra-curricular activities that students should undertake in order to enhance their prospects
- Discusses the vocational – BVC – part of training, looking in depth at the four Inns

The Path to Pupillage  
A Guide for the Aspiring Barrister  
February 2008, ISBN 978-1-847-03401-4

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## Taking the dread out of the three-hour exam

Though you will undergo continuous assessment throughout your law degree you will also need to sit the unseen exam. The thought of sitting a three-hour exam may fill you with dread, but here, from How to Study Law, is advice on how you can survive, and thrive in your exam.

### Consider practising timed answers

If you find it difficult to write answers quickly, it is a good idea to practise writing some answers in the same time that you will have in the examination. Use questions from old examination papers.

### Make sure you get enough rest

Studying hard for examinations is a very tiring experience. Try to ensure that you get sufficient sleep and exercise, so that you remain as fresh as possible. Burning the midnight oil is not necessarily a sensible strategy.

### Feel as comfortable as possible during the exam

Before you enter the examination room, make sure you have all the pens, pencils and so on that you need. Wear something comfortable, preferably several layers of clothing so you can discard some if the room is hot, or add additional layers if you are cold. Check whether you are allowed to take drinks or food into the examination room.

If you are allowed to do so, it is a matter of personal choice whether you take advantage of this facility or not; some people find it helps to have a can of drink, others find it a distraction.

Check that you know where you have to sit, and whether there are any attendance slips or other forms that you have to fill in. Ensure that you know whether or not you will be told when you can start the examination; you do not want to sit there, waiting for an instruction that never comes.

### Read the rubric carefully

Make sure that you read the instructions at the top of the examination paper very carefully. The paper may be divided into different sections and frequently candidates must answer a certain number of questions from each section. Sometimes you will be asked to write certain questions in certain answer books.

Always make sure that you comply with any instructions of this kind; the examiner may not give you any marks for material you have written in contravention of such instructions.

### Develop good examination technique

In the examination, plan your time carefully. Provided that all the questions carry an equal number of marks, you should allow an equal amount of time for answering each question. Sub-divide your time into reading the question, planning the answer, writing the answer and checking it. Planning is a very important part of good examination technique.



If you spend a few minutes setting out a good plan, it will allow you to write a much fuller answer than if you are thinking out your answer as you go along, because all the basic thinking will be done at the planning stage, and you will be able to concentrate on writing a relevant answer.

### Keep to the timing you have worked out

Do not spend more than the time that you have allocated for each question. If you run out of time, leave that question and go on to the next one, returning to the unfinished question if you have some spare time later.

### Answer the question

Read the question carefully. To gain the maximum number of marks, your answer must be relevant to the question you have been asked. If you are familiar with a topic on which a question is set, it is tempting to write down a version of your notes, which includes all you know about that topic, in the hope that you will get a reasonable number of marks. >>>

## Did you know?

*Amotion means removal from office*

- Taken from the 10th edition of Osborn's Concise Law Dictionary [978-0-421-90050-9] available from all good booksellers price £10.95



## Top tips to help you survive

- Practise writing some answers in the same time that you will have in the examination.
- Get enough rest before the exam.
- Make sure you have everything you need with you before you enter the exam room.
- Read the instructions at the top of the exam paper very carefully.
- Plan how long you are going to spend on each question/section.
- Stick to the timings you have worked out.
- Read the question carefully and ensure your answer is relevant.
- Check you have answered all the questions you need to.

However, if you merely write all you happen to know about a topic, it is unlikely that you will be answering the question. You need to slant your information to the question, showing how the things you know relate to the precise question that you have been asked.

## Answer the correct number of questions

Under pressure of time, some people fail to answer the whole examination paper by missing out a question. Examiners can only award marks for what is written on the examination paper.

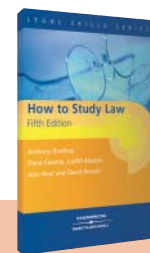
By not answering a question, you have forfeited all the marks allocated to that question.

However, it is often said that the easiest marks to gain are the ones awarded for the beginning of an answer, so if you do run out of time, it is much better to use those final minutes to start the final question, rather than perfecting answers you have already finished.

## Remember that examiners are human, too

When you are writing an examination paper, you often feel as if the examiner is the enemy 'out there', determined to catch you out. In fact, examiners do not want candidates to fail.

They generally expect students who have done a reasonable amount of work to pass examinations.



This article is adapted from the fifth edition of *How to Study Law*, by Anthony Bradney, Fiona Cownie, Judith Masson, Alan Neal and David Newell, which is available from Amazon and all good booksellers priced £17.95 [978-0-421-89380-1]

**NO-ZONE**

# LAW STUDENTS

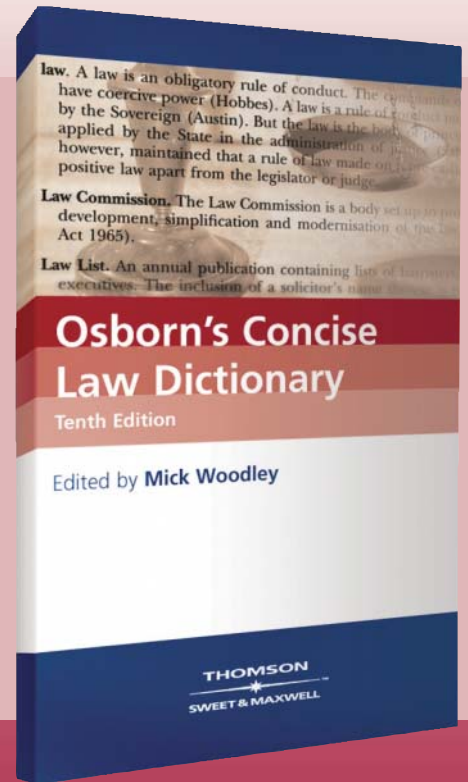
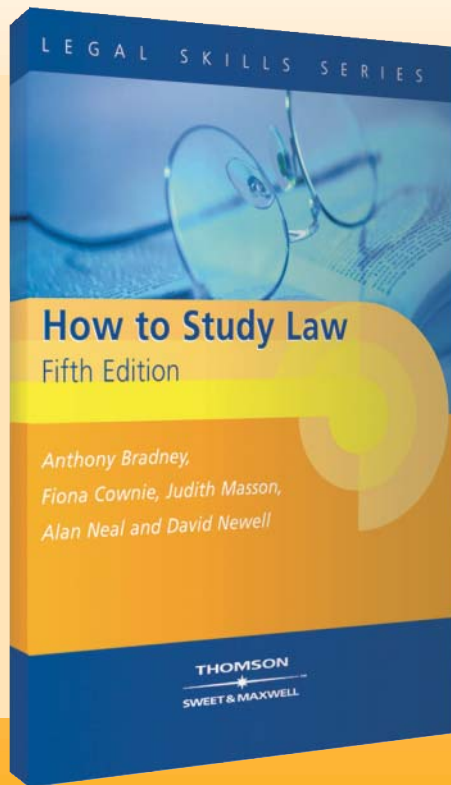
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## How your Westlaw UK student representative can help you

Westlaw UK has a network of Student Representatives in universities across the UK. Within their role, each Student Representative is available to help you with general or specific Westlaw UK search queries and offer support.

### Making the most of your Westlaw UK Student Representative (SR)

- Book a time slot with your SR, available at the same time and day each week
- Contact your SR by phone, email or MSN Messenger
- As a 2nd or 3rd year, your SR can empathise with the pressures of being a law student and you can gain from their experience
- Ask about Westlaw UK freebies provided at the Westlaw UK training sessions as well as Westlaw UK competitions and prizes

Look out for your SR clinic hours advertised at the beginning of term within your faculty. For those of you currently without a SR, we are actively recruiting more SRs and hope to have one in your area soon.

### Refer a Friend!

Find us on facebook™, Westlaw UK and Lawtel Support Group. Interact with like-minded law students from across the country, sharing your experiences and learning from the experiences of others.

### For further information, contact your local SR representative:

- Alex Rynn, College of Law York
- Daniel Haden, Liverpool
- David Orchard, Hertfordshire
- Elena Elia, UCL
- Emma Radcliffe, Staffordshire
- Erinna Foley-Fisher, Bristol
- Francis Moor, UEA
- Garth Philippe, Manchester
- James Lawrence, OXILP
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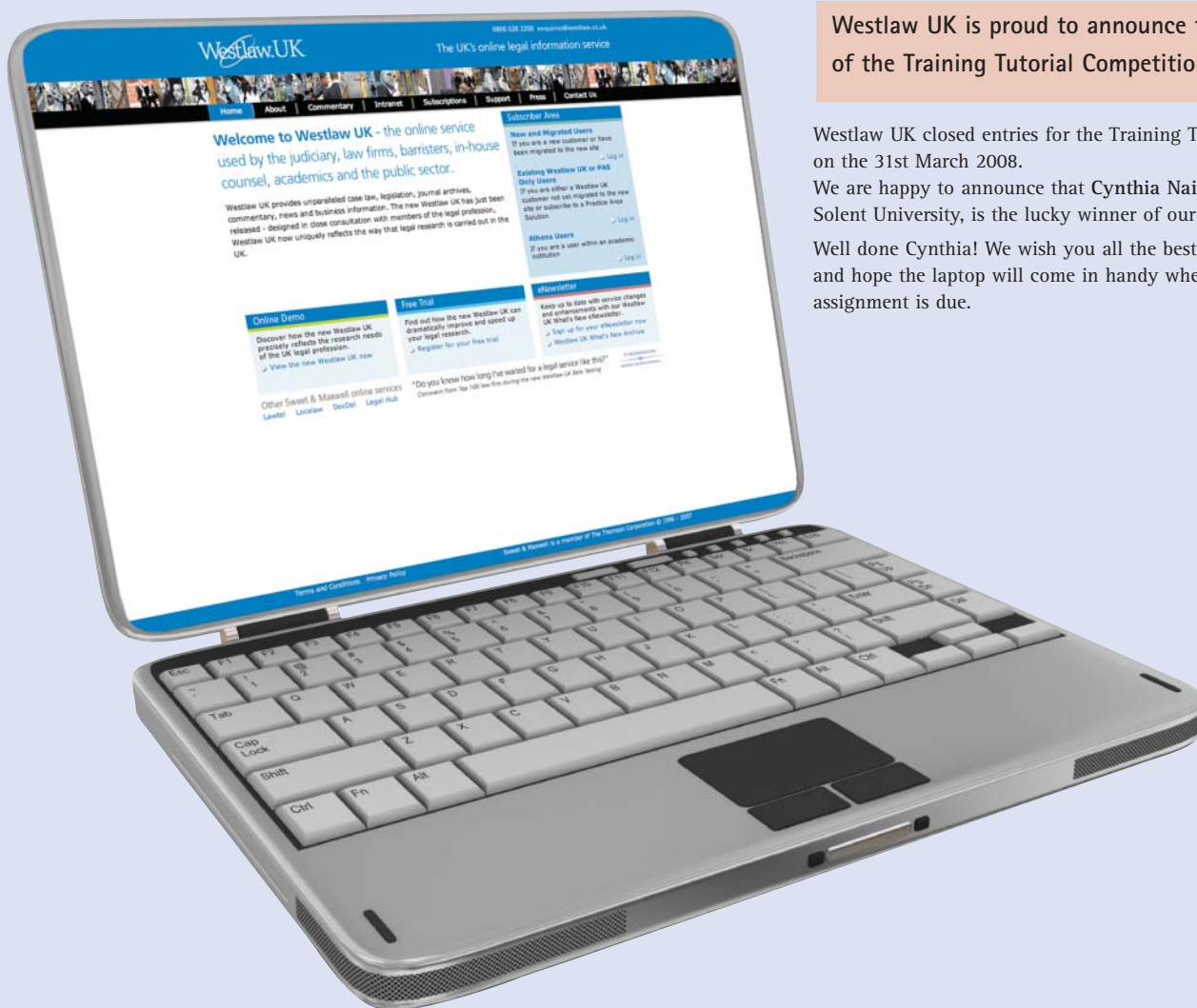
*“Just a quick bit of positive feedback, as a student I find the new format far clearer and easier to use. Keep up the good work!”*

University of Huddersfield

*“Thanks a lot, it is fantastic, very quick and easy to navigate. It has transformed my life when doing legal research assignments!”*

Student – Oxford Institute of Legal Practice

# Westlaw UK Training Tutorial Competition



Westlaw UK is proud to announce the winner of the Training Tutorial Competition

Westlaw UK closed entries for the Training Tutorial Competition on the 31st March 2008.

We are happy to announce that Cynthia Naivasha, Southampton Solent University, is the lucky winner of our Dell Laptop.

Well done Cynthia! We wish you all the best with your studies and hope the laptop will come in handy when your first assignment is due.



## facebook™ iPod winner is found!

Congratulations to Ayesha Griffin who has won an iPod in the facebook™ competition which ran from October 2007 – December 2007. Ayesha was one of many law students to post a comment on the 'Westlaw UK and Lawtel Support Group' discussion boards on facebook™.

Add Westlaw UK as a friend on facebook™ today and network with law students from across the country.



## Finding the books you need to study effectively

Whether you want to carry out extra reading for a particular subject, undertake more in-depth revision, or carry out extensive research for your theses, it's crucial that you find the books you need. Here, taken from *Effective Legal Research*, is advice from John Knowles and Philip Thomas on how you can find what you are looking for with ease.

### The starting point – your university library

Your first task is to find out what suitable books are available in your own library.

Start with your library catalogue. All catalogues allow you to search for keywords in the titles of books.

This means you can search for title words that match your subject. A keyword search on “negligence”, for example, picks up the titles “Introduction to negligence”, “The law of negligence” and so on. If you do not find books on your subject try some alternative headings or look under a more general, or a more specific subject. Negligence, for instance, is part of the law of torts and there will be a chapter on negligence in all general textbooks on the law of torts.

Many library catalogues also have subject search. This acts as an index to the classification scheme. If you enter the word “negligence” using a subject search you are shown the classification number (or classmark) for books on negligence. The catalogue then links you to a list of books sharing that classmark. Such a subject search is a more systematic approach to searching the catalogue, as the books listed represent all the books in the library which share a common subject.

If you searched for “negligence”, you see a list of the general works on negligence, whether or not they have the word negligence in the title. Using a subject search is of particular help if you want to find books on a specific aspect of a subject, and are not sure where the classification scheme places the books on the library shelves. For medical negligence, for example, a subject search of this kind leads you to a classification which places the books on medical negligence with other books on medical law, often some distance from the general textbooks on negligence.

If your library catalogue does not have a subject search of this kind, an alternative approach is to search for keywords in book titles and note the classmark of a book that matches your subject interest, even if that book might be hopelessly out of date. Most computerised catalogues enable you to search by classmark.

You can then find a list of the books on a subject, usually showing the most recent first.



Remember also that footnotes and bibliographies (lists of books) in textbooks and journal articles refer you to other books, journals and bases on a subject. Check in the library catalogue to find out if these are available in your library. Government reports on a subject may not be entered, and you need to make use of other catalogues and indexes to trace these publications. (see *Effective Legal Research* for further guidance).

### Online catalogues of other institutes

You are not restricted to your own catalogue. If you wish to trace books on a subject, the online catalogues of all of the UK universities, along with the British Library, can be searched. COPAC ([www.copac.ac.uk](http://www.copac.ac.uk)) provides a particularly useful starting point for UK academic research libraries in the UK and Ireland. This means that a single catalogue search can find details of a book held by, among others, the Cambridge University Library, the Bodleian Library, Trinity College Dublin and the Institute of Advanced Legal Studies. The Institute of Advanced Legal Studies collections can be searched via the Institute's own library pages ([ials.sas.ac.uk/library.htm](http://ials.sas.ac.uk/library.htm)). The British Library Catalogue ([blpc.bl.uk](http://blpc.bl.uk)) includes both the main reference and document supply collections.

Many universities also have subscriptions to the OCKLC FirstSearch service which contains the WorldCat database, the largest online catalogue available. It has records which are based largely, though not exclusively, on US university holdings. The Library of Congress catalogue ([catalog.loc.gov](http://catalog.loc.gov)) provides another starting point.

### Legal bibliographies

Bibliographies list books that have been published on a subject, both in this country and abroad. A number of possible sources are given opposite. All of them are print volumes that list books under legal subject headings. Not all of them may be available in your library. However, you will only need one or two of them to trace relevant books.

### Raistrick – Lawyers' Law Books

Now somewhat out of date, *Lawyers' Law Books* (3rd ed 1995) is the only convenient single-volume bibliography listing textbooks texts by subject. However, as many of the textbooks listed can be found in current editions the bibliography is still of some value. At the beginning of each subject heading, there are references to alternative headings and a list of the major legal reference works and journals that contain information on that topic.

### Current law

At the back of each *Current Law Monthly Digest* is a list of new books publishing during that month (mainly British, with a few foreign works in English). When the *Monthly Digests* are replaced by the *Current Law Year Book*, a list of books published during that year is printed at the back of the *Year Book*.

### Current Publications in Legal and Related Fields

*Current Publications in Legal and Related Fields* (published by the American publisher Hein) is issued in looseleaf parts which are replaced by annual volumes. There are entries under authors and titles in the looseleaf volume. In the annual volume, a detailed subject index at the front of the volume guides you to relevant entries in the main (alphabetically arranged) part of the work. Each item has its own individual number. The bibliography includes UK published works.

### Law Books 1876–1981

The first three volumes of *Law Books 1876-1981* are arranged by subject and covers books published mainly in the US, although some British and other countries publications are also included. The fourth volume contains some entries under authors, titles and serials. Rather than update the original work, the publishers, Bowker, now publish *Bowker's Law Books and Serial in Print: A Multimedia Sourcebook*, in three annual volumes.



### Other legal bibliographies

Sweet & Maxwell's: *Legal Bibliography of the British Commonwealth* is especially useful for tracing older British Books. C. Szladits, *Bibliography on Foreign and Comparative Law* is a detailed bibliography covering books and articles on foreign and comparative law published in English. Many other specialist legal bibliographies have also been published – details of which can be found in *Effective Legal Research*.

### The British National Bibliography

The main source of information for British books which have been published since 1950 is the *British National Bibliography (BNB)*. This is published weekly and the last issue of each month contains an index to books published that month. At the end of the year, an annual volume is produced containing details of British books published that year. Entries are arranged by subject in a classification scheme. You will first need to look up your subject in the *Subject Index*, which refers you to the classification number under which the books can be found. Entries for law books are at the number 340-349.

The BNB is also available on CD-ROM format from the publishers, the British Library. Unlike the print version, the CD-ROM enables you to make highly specific search using title keywords and author names. >>>

## Sources for books in print

A number of sources enable you to search for the titles of books in print. Among the electronic sources, the commercial books in print databases allow subject searching using keywords, and these have been supplemented by the catalogues of the Internet booksellers. Publishers' websites also list current and forthcoming publications and many organise their titles by subject.

If you want to search the web pages of the major law publishers there are Internet gateway sites which provide a current listing. Sarah Carter's Lawlinks site for example (at [library.kent.ac.uk/library/lawlinks](http://library.kent.ac.uk/library/lawlinks)) lists UK legal publishers. Many law school sites provide similar listings. Findlaw (at [www.findlaw.com](http://www.findlaw.com)) lists UK and American publishers, as does Hieros Gamos (at [www.hg.org](http://www.hg.org)).

The Amazon website (at [www.amazon.co.uk](http://www.amazon.co.uk)) should not be overlooked as a useful source for information for books in print, as most publishers supply the site with title information. The American site (at [www.amazon.com](http://www.amazon.com)) is also worth searching. Contents pages are often available for viewing online.

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Law Books in Print, from the American publishers Oceana, is available online and covers UK titles alongside American publications. Searches are possible by subject, author, title and publisher. Another American publication, Books in Print, is also available online from a number of sources.

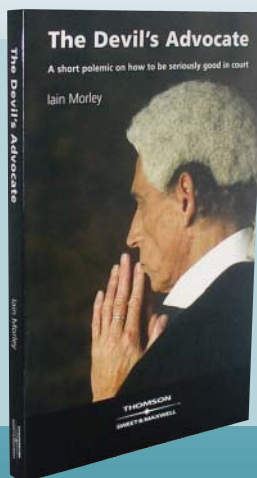
The publishers, Bowker, have in addition launched [booksinprint.com](http://booksinprint.com) and [globalbooksinprint.com](http://globalbooksinprint.com) as internet services directly available from their website (at [www.bowker.com](http://www.bowker.com)). As these are subscription sources, you need to check if your library can provide access. The print issues of another Bowker publication, Law Books and Serials in Print, may also be of use for American titles. Check your library reference holdings for availability.



This article is adapted from the 1st edition of *Effective Legal Research*, which is available from Amazon and all good booksellers priced £16.95 [978-0-421-92270-9]

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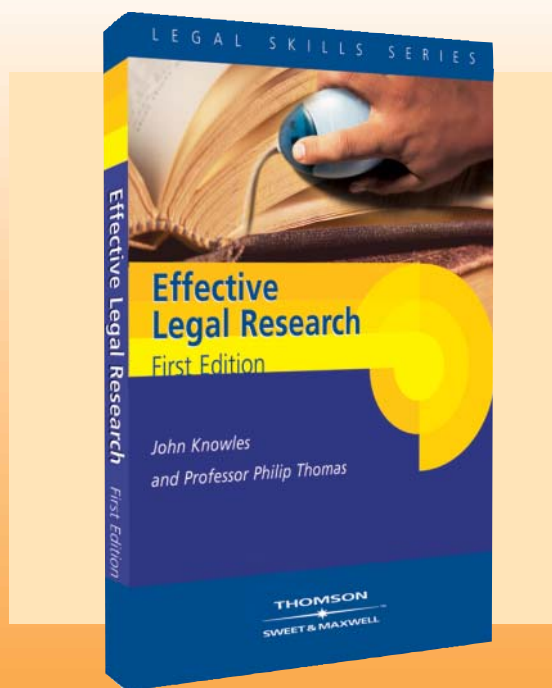
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## The roadmap to what makes a lawyer tick

Any lawyer worth their salt these days is faced with a dazzling array of options when it comes to choosing the next stage in his or her career. This abundance of choice in a vibrant and dynamic legal sector brings with it certain challenges to the unseasoned explorer, whether employee or employer. Yvonne Smith, Managing Director – Hays Legal, discusses the various factors which tend to be considered by lawyers thinking about a move and, in turn, are issues to be addressed by potential employers.

### Quality of work

This is commonly cited as the single most important factor that a lawyer considers in deciding which organisation to join. Whilst the lion's share of the headline making global deals still go to a handful of major UK and US firms as principal advisers, the opportunity to advise on ancillary issues and in a secondary capacity is one which is becoming available to an increasingly wide number of firms. These firms can offer the combination of dedicated expertise and competitive pricing and are attractive to clients who are seeking value for money. This widening of opportunity presents the ambitious lawyer with a range of quality options at all levels and challenges the perceived notion of sacrificing quality for size.

### Salaries

The annual salary skirmish that used to be entered into involved a game of brinkmanship and was a year round battle. The salaries offered to associates are higher than they have ever been and the upward trend shows no signs of slowing down. The uplift seen every year is demonstrated most clearly at the newly qualified (NQ) to four years' post-qualification experience (PQE) level. Whilst firms have learned lessons from the stop/start recruitment cycles of the past the demand for good quality lawyers still far outstrips the supply of talent available.

The salaries which these associates can command, boosted still further with additional premiums in key areas, has led to a number of employers having to step away from the salary battle lines and devise different ways of attracting the talent that they require (more of this later). Fuelled by the staggering rates which continue to be offered by London based US firms, we are seeing an increasing bunching of compensation levels at associate ranks. This in turn is leading to a sense of frustration from

senior associates who have many years of valuable experience under their belt in some cases and are earning only marginally more than their newly qualified counterparts.

### Benefits

These are generally now taken as a given. Packages which include pension contributions, health care provision, gym membership, and some element of bonus are all expected as standard.

For lawyers looking for a new role the differences between firms, the packages they offer and the quality of work they undertake are increasingly negligible. The need to create a broader appeal is crucial for any recruitment and retention strategy to be successful.

### Work/life balance

Work/life balance and its feasibility remains very high up on the agendas of lawyers and continues to be a much debated topic. This is a trump card often played by smaller firms and for firms who are looking to attract lawyers relocating from the City of London.

In some transaction-led areas the hours will still be long, but there is likely to be some let up in the relentless nature of the back to back deals which can so easily fill the time of City associates.



In general the standard working day tends to be shorter for many based in smaller firms and those outside of the City. This, combined with the likely reduced commuting time and the opportunity to trade a basement flat for a house in the countryside, tends to more than compensate for the drop in salary that is generally to be expected.

Relocation opportunities for lawyers are not just limited to the UK but increasingly include opportunities in exotic offshore jurisdictions as well as the life style options offered in Australia and New Zealand.

For lawyers seeking more of a work/life balance the decision to move in-house is also a major attraction, an option which I address later.

In order to counter the possible relocating/downsizing lawyer, firms are increasingly obliged to look at flexible working opportunities, together with the significant investment in IT required to accommodate this. They are also considering and starting to implement alternative career structures that allow for seniority and remuneration to go hand in hand with some control over hours.

These remain relatively new concepts for many firms and we need to

wait and see if this stems or reverses the current trend of lawyers choosing to leave firms or indeed leave the law altogether.

ESS

## In-house

This is very often the first port of call for many lawyers in practice who are seeking a change. The opportunity to integrate within a business, practice law from a different perspective and to work (slightly) less hours remains a big pull. Whilst financial considerations have marginally slowed down the onslaught of interest from junior to mid-level lawyers remains high. Options such as the US investment banks where significant bonuses remain a major lure mean that lawyers can move in-house and possibly enjoy a pay rise with it.

## Career prospects

The attraction of partnership within a law firm remains the Holy Grail but it is a path strewn with risks and a smattering of luck. In order to increase their chances of attaining partnership, some lawyers will choose to leave the perceived bottle neck of their own firm and seek to make their mark somewhere smaller where their skills are at a premium. Clearly there is still an obligation to work hard and partnership is never an easy option but at least the odds are more stacked in the lawyer's favour in a smaller environment.

## Training, learning and development

Employers face the eternal challenge of balancing commercial delivery in a fiercely competitive environment with demonstrating a commitment to, and investing in, a transparent people oriented business. Training, be it through coaching, mentoring or class-room seminar is expected from most lawyers.

## Employer of choice

Many employees put increasing stock on an organisation's perceived reputation, culture and its "human face". An organisation which has well thought out commitment to CSR, diversity and inclusivity programmes and a transparent reward and recognition policy, can be key in a crowded and competitive market place. An employer who demonstrates a commitment to its staff, the ability to manage its work load in a productive and attractive manner will only have its reputation endorsed still further by recognition—such as a listing in the Sunday Times Best Companies to Work For survey.

## The future

All of these factors will continue to play a significant role in the choices that a lawyer makes at various stages during his/her career. Employers who can address and present considered and well thought out policies in relation to all of this will fare well in the recruitment and retention of lawyers.

One additional factor which will inevitably impact any organisation's recruitment and retention strategy will be the effect of the Legal Services Bill which is due to come into effect in a couple of years... but that is another story.



This article is taken from *Top Legal Employers 2007/8*, available now in print from Sweet & Maxwell, priced £15.99.

*Top Legal Employers 2007/8* is a guide that profiles the UK's top law firms against seven key criteria. Although these include Pay and Benefits, Promotion and Development and Innovation, the guide goes further to give law students insight into the culture of the organisations.

Sweet & Maxwell has worked in conjunction with an independent research company, CRF, to identify firms that stand out from the pack. Then, a top research and writing team combined qualitative and quantitative research with articles from leading opinion formers to produce a truly unique and informative publication.

Ratings and profiles from *Top Legal Employers 2007/8* are also free to view on Legal Hub ([www.legalhub.co.uk](http://www.legalhub.co.uk)), together with further articles.

## 'What not to wear': the importance of correct courtroom dress

In professional practice, the way that advocates dress is an important aspect of courtroom etiquette. The same principle applies to moots and advocacy assessments on the LPC and BVC – but what should you and should you not wear? Barrister David Pope and solicitor Dan Hill answer this question in an article adapted from their book, *Mooting and Advocacy Skills*, which provides practical and user-friendly advice on every aspect of mooting.

In the absence of specific rules governing the moot or assessment, you should assume that you are required to wear business attire and to dress smartly (or as the English Bar Council puts it, 'decorously'). For the avoidance of doubt, a short guide is provided below.

### Reasons for the dress code

To the uninitiated, the advocates' dress code can appear, rather like the rules of a traditional golf club, to be arbitrary diktats designed to catch out and humiliate the new boy or girl. There is, however, a sound reason for having a dress code. As an advocate, your role is to make legal submissions on your client's behalf. It is these submissions, not your physical appearance, that should interest the judge.

### What to wear

#### Men

- A lounge suit preferably in a dark colour. Failing that, a pair of smart trousers in a dark colour and a jacket.
- A collared shirt, ideally in white or a mild shade of a neutral colour.
- A tie. Avoid anything too garish. The judge may be distracted in all the wrong ways by something from your Homer Simpson collection.
- A clean pair of smart shoes.

#### Women

- A skirt or trouser-suit preferably in a dark colour.
- A business-style shirt.
- A clean pair of smart shoes. Heels are fine but remember that you will have to stand for some time when you make your submissions so comfort probably wins out over fashion.

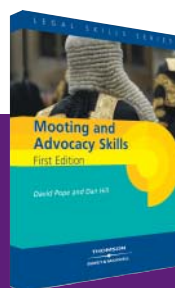
It follows that the judge does not want to be distracted by a particularly loud tie, a chunky piece of jewellery or a short hem line when listening to your submissions.

### Wearing gowns – a note of caution

In order to inject greater realism into the proceedings, some mooting competitions require the competitors to wear gowns. If you are involved in such a competition, take care to find a gown which fits. A gown which is too small acts a bit like a strait jacket; too large and you run the risk that the gown will become trapped under your chair when you sit down and cause an accident when you attempt to stand up again.

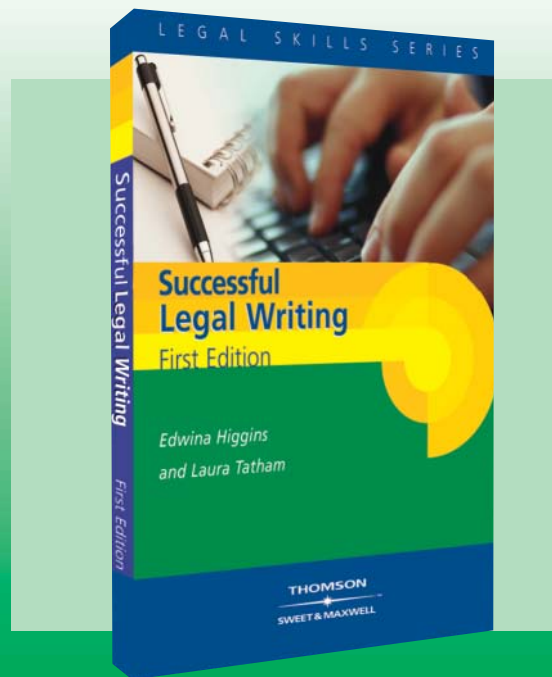
### When can you undress?

Unless you are told otherwise, the dress code applies whenever you are in the courtroom. You should therefore avoid putting your smart shoes on just before you begin to speak or removing your jacket or tie once you have finished your speech.



This article is adapted from the 1st edition of *Mooting and Advocacy Skills*, which is available from Amazon and all good booksellers priced £18 [978-0-421-92470-3]

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Revision prior to an exam is vital, so these tips will help make your revision even more effective for achieving exam success

## Top tips for effective revision

### 1. Revision is personal

Think about exams you have revised for in the past. What went well? What went badly? How could you have improved on what you did by way of preparation for the exam?

Everybody is different. What works for other people might not work for you.

### 2. Know what you are revising for

Before you start revising, look at past papers. What style does the exam take? Does it have essay questions, problem questions or a mixture? How many questions will you have to answer? Are there any compulsory questions? Are there any compulsory topics? How long will it be?

### 3. Make a revision timetable in good time

Make a realistic revision timetable well in advance of the examinations, allocating a certain amount of time for each subject you have to prepare.

Most people find it best to study all their subjects concurrently, doing a bit of each one in turn, rather than finishing one before going on to the next one.

### 4. Reduce your notes to a manageable size

At the beginning of the revision period, you are likely to find that you have a large amount of notes. It is a good idea to reduce the size of these, by taking even briefer notes from your original notes, so that you end up with a manageable quantity of material to work with.

As the examinations approach, most people reduce their notes again, perhaps several times, so that a whole topic can be covered comprehensively, but speedily.

### 5. Question-spotting is a risky strategy

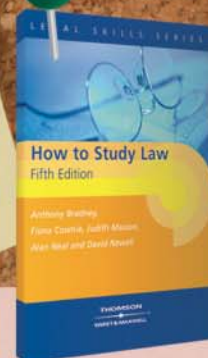
It is sensible to consider what sort of subjects might come up in the examination. Don't 'question spot' too precisely. You won't be able to revise the whole course.

Nevertheless you need to cover several subjects in addition to the three or four which you hope will come up, so that you have plenty of choice when it comes to deciding which questions you will answer in the examination.

Being familiar with a range of subjects is a sensible strategy because:

- Your favourite topics might not come up at all.
- Some topics might come up, but in a way which is unfamiliar to you.
- Your favourite topic might be mixed up with another topic which you have not revised.

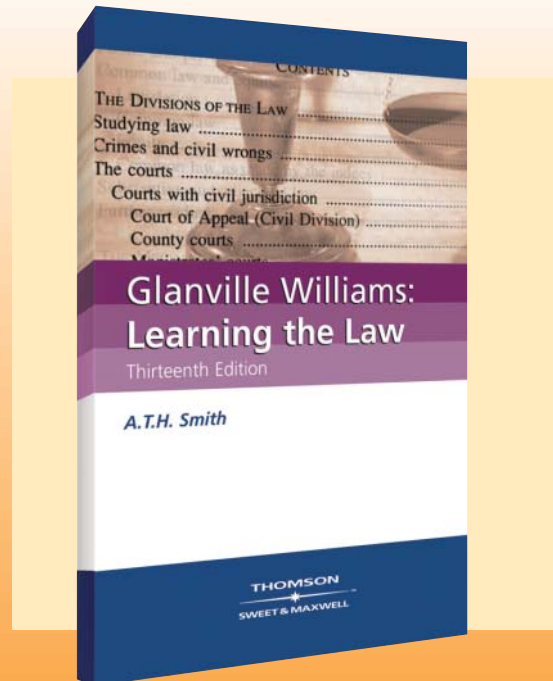
Revision prior to an exam is vital, so these tips will help make your revision even more effective for achieving exam success.



These tips are taken from the fifth edition of *How to Study Law*, by Anthony Bradney, Fiona Cownie, Judith Masson, Alan Neal and David Newell, which is available from Amazon and all good booksellers priced £17.95 [978-0-421-89380-1]



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## Don't let money worries get in the way of completing your degree

The average cost of a law degree is estimated at £20,000 and the NUS estimate that by 2010, student debt at graduation could be as much as £33,708. If you're already worrying about how you are going to cope financially then read on for some money-managing advice.

### Get a bank account

If you haven't already done so, open up a student bank account. There are lots available so shop around. Remember to look past the incentives on offer and find the real benefits – such as an interest free overdraft. Try to avoid increasing your overdraft or going over it, as this is where you'll start to incur charges.

### Try not to get a credit card

Credit cards may seem like a good idea but it's easy for the amount you spend to rack up.

If you really want one, try to use it for emergencies only.

### Be savvy and you'll be able to save money

Shop around to find the best providers of services and you should be able to save money.

Ensure you are with the best mobile-phone network and if you are renting ensure that your utility providers are the cheapest around.

### Use your student status to your advantage

One great thing about being a student is all the discounts you are entitled to:

- **NUS discount card** – use your NUS card to get discounts at a full range of shops including Topman and Topshop (10%), HMV (10%), Pizza Hut (20%). A full list can be found on the NUS website at [nusonline.co.uk](http://nusonline.co.uk)
- **Health care** – Did you know that 60% of students who apply for help with NHS services including dental treatment, optician's costs and prescriptions get them free? Even if you don't qualify you may be entitled to a discount. You can pick up a HCI form from your local hospital, by phoning 08701 555 455, or by visiting [www.ppa.org.uk](http://www.ppa.org.uk)

- **Travel** – The Young Persons Railcard costs just £24 a year and offers a third off to all full-time students (and anyone between 16 and 25). A coach card costs just £10 and entitles you to up to 30% off National Express Coaches. Check if your town or city offers other discounts, for example students in London can get up to 30% off London Transport
- **Work** – if you decide to work part-time to help supplement your studies, you will not have to pay tax if you earn less than your personal income of £5,255 (in some instances you may be charged tax and will have to claim it back at the end of the tax year)
- **Children** – If you have children, make sure you're claiming for all your child tax credits

### Don't let problems escalate

If you are really struggling don't feel that you are on your own, there are places you can turn to for support and advice. In the first instance, talk to your union welfare service, they'll be able to advise you on your options, including the 'access to learning' fund (a non-repayable grant designed to help those in financial difficulties) and gaining sponsorship from charities.

For more information on this and other topics, visit NUS at [www.nusonline.co.uk](http://www.nusonline.co.uk)

### Top tips for surviving

- Take a look at the clubs you have joined – you may find you're spending too much money and you don't have enough time for studying or part-time work
- Pay big bills such as rent in advance or put the money aside – this way you won't end up spending the allocated money and you'll know how much you have left to budget with
- Transfer your student loan into a separate savings or bank account – you'll gain more interest in a savings account and separating it out will stop the temptation of spending more than you should
- Share tips with other students and discover all theirs – you may find out about a great but cheap night out or the best place to grocery shop
- Switch off appliances when you aren't using them – leaving your TV or lights on is easy to do but you could save pounds by being more conscious (and help save the environment at the same time)



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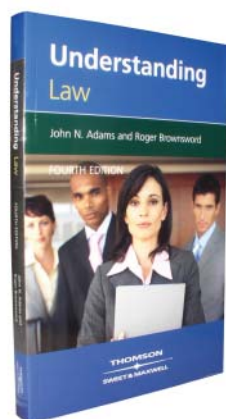
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In addition, Sweet & Maxwell publish a number of titles related to helping you with the general aspects of your studying – such as *Successful Legal Writing*.

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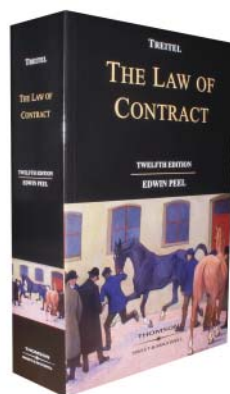


The Understanding Law Series is a collection of introductions designed particularly with the new law student in mind. Written in an engaging style that avoids unnecessary legal jargon, each text offers an overview of a specific area of law, highlights the variety of legal problems which legislation strives to address and explains why the law has evolved in its current form. These texts are ideal as pre-course reading for the new law undergraduate and CPE student.

Titles include:

- Understanding Law
- Understanding Public Law
- Understanding Contract Law
- Understanding Criminal Law
- Understanding Environmental Law
- Understanding EU Law
- Understanding Family Law
- Understanding Property Law
- Understanding Tort Law

## Textbooks

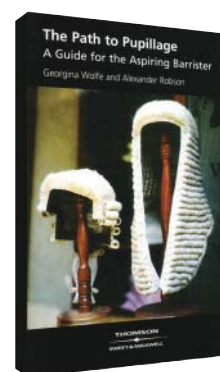


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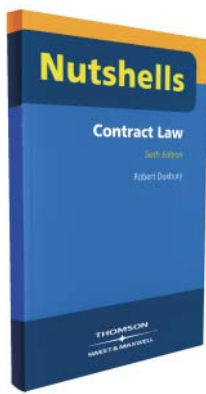


As well as helping you with the actual subjects of your course, Sweet & Maxwell publish a range of titles to help you with the skills you need to do well in your degree and in your future career. Checking out some of the Legal Skills titles available is a must:

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## Nutcases



Another revision aid loved by students, Nutcases provide you with the basic facts and key principles of the important cases in each area of law, in a clear, straightforward language. Cases are organised by topic areas illustrating key principles of the law. Facts and decisions are summarised concisely, and additional commentary draws together major themes. At £8.50 each (except for Nutcases Medical Law which is £9.50), Sweet & Maxwell publish them in a range of subjects:

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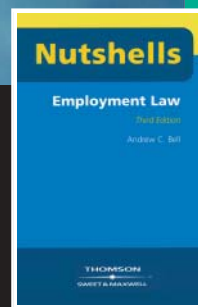
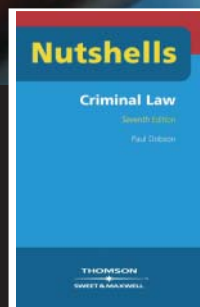
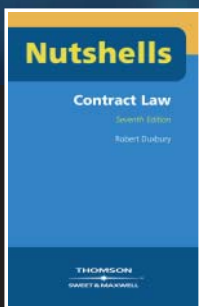
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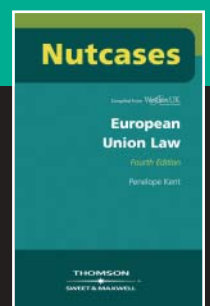
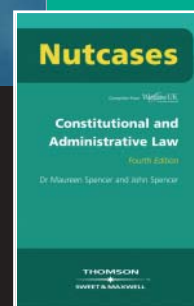
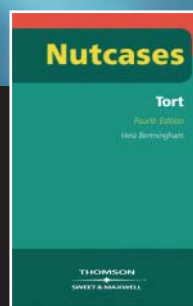
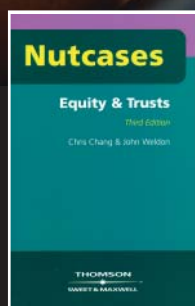
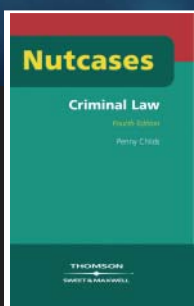
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