Legal Drafting and Plain Language Skills for Contract Professionals

Legal Training

Course Overview

Legal Drafting and Plain Language Skills for Contract Professionals: a 5-day professional training course from LTC Consultants, delivered in-classroom across...

What You Will Achieve

- Explain the core principles and current good practice in Legal Drafting and Plain Language Skills for Contract Professionals
- Apply practical tools and techniques for Legal Drafting and Plain Language Skills for Contract Professionals in your own organisation
- Analyse real-world scenarios and select the right approach with confidence
- Avoid the common pitfalls that undermine Legal Drafting and Plain Language Skills for Contract Professionals in practice
- Build a personal action plan to implement what you have learned

Who Should Attend

Contracts and procurement professionals, legal advisors, compliance officers and managers who negotiate or administer agreements.

Course Outline

1. Setting the scene: Legal Drafting and Plain Language Skills for Contract Professionals in today's organisation
2. Key concepts and the language of Legal Drafting and Plain Language Skills for Contract Professionals
3. Frameworks and good practice that deliver results
4. Hands-on application: workshop exercises and cases
5. Problem-solving clinic: participants' real challenges
6. Integrating Legal Drafting and Plain Language Skills for Contract Professionals with day-to-day operations
7. Reporting, metrics and demonstrating value
8. Action planning: your first 90 days after the course

Upcoming Dates and Fees

DATES	VENUE	FEE (PER DELEGATE)
23 to 27 Nov 2026	Pretoria	**$1,550**
30 Nov to 4 Dec 2026	Gaborone	**$1,650**

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Every delegate receives a Certificate of Attendance. Group and in-house rates available on request.