Global Horizon
TRAINING CENTER

Training Course:
Skills in Legal Interpretation, Analysis, and Drafting Legal Procedures

5 - 9 October 2026
Rome (Italy)

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Training Course code: PC235422 From: 5 - 9 October 2026 Venue: Rome (Italy) - Training Course Fees: 6050 Euro

Introduction:

"Legal or legislative drafting" primarily involves creating a binding legal text, including laws, regulations, executive orders, contracts, and other legal instruments. This form of drafting does not require citation of legal sources and generally lacks a personal tone.

The linguistic style used for drafting legal documents rarely changes. This style comprises the linguistic features and structures used in writing legal documents. Legal document drafters typically use the same linguistic characteristics and structures, meaning that while the format may differ between documents, the overall linguistic style remains consistent. This training course focuses on the scientific and practical rules and methods of legal drafting, legal interpretation, and analysis, with practical exercises designed to help participants acquire professional legal drafting skills.

Program Objectives:

By the end of the training program, participants will be able to:

- Understand the fundamental differences between administrative drafting and legal drafting.
- Draft administrative procedures and decisions.
- Formulate legal sentences, including the "situation and legal judgment."
- Grasp the principles of legal drafting and the objectives of the legal drafter.
- Interpret and analyze legal texts.
- Construct the technical and legal framework of legal rules.
- Recognize what should and should not be considered in legal drafting.
- Evaluate and review the final draft of legal documents.
- Master the principles of effective legal drafting.
- Apply the rules and methods of legal drafting comprehensively.

Target Audience:

- Institutional and corporate managers.
- Legal professionals in business enterprises.

- Entrepreneurs seeking to enhance their legal skills.
- Lawyers and legal trainees.
- Employees in all areas of legal administration.
- Anyone wishing to develop their skills and knowledge who sees a need for this course.

Outlines:

Day 1- Essential Skills for Legal Drafting:

- Distinguishing between legal writing terms, legal drafting, and legislative drafting.
- The objective of legal drafting.
- Specialization in legal drafting.
- Systems of legal writing.
- Organizing legal documents.

Day 2 - Techniques for Professional Legal Drafting:

- Overall structure of a legal document preamble, subject matter, conclusion.
- Ensuring accuracy and clarity in legal rules.
- Unity of form and content in legal documents.
- Methods of itemization.
- Principles of classification in legal writing.

Day 3 - Technical Drafting of Legal Rules:

- Structuring legal sentences.
- The situation/legal assumption and legal judgment: the subject of the judgment.
- The legal subject.
- Legal action.
- Practical examples of defects in legal drafting.

Day 4- Legal Analysis and Interpretation:

- Legal analysis and the need for legal research.
- Situations requiring legal interpretation.
- Schools of interpretation.
- Different schools of legal interpretation.
- Internal and external methods of interpretation.

Day 5 - Drafting Legal Procedures:

- Refining the drafting of ideas.
- The format of drafting procedures and the difference between a decision and a regulation.
- Material and substantive drafting of procedures.
- Rigid and flexible drafting of procedures.
- Recommendations for legal drafting.

Registration form on the Training Course: Skills in Legal Interpretation, Analysis, and Drafting Legal Procedures

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

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Payment Method

☐ Please find enclosed a cheque made payable to Global Horizon

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Telephone: +201095004484 to provisionally reserve your place.	Fax your completed registration form to: +20233379764	E-mail to us : info@gh4t.com or training@gh4t.com	Complete & return the booking form with cheque to:Global Horizon 3 Oudai street, Aldouki, Giza, Giza Governorate, Egypt.