

ELOQUA

ENGLISH LANGUAGE SOLUTIONS

LEGAL ENGLISH FOR SPECIFIC PURPOSES

Module 1 Handbook

Foundations of Legal English & Legal Systems

Student Handbook & Teacher's Guide | Level B2-C1 | 6 Hours

CLO1 & CLO6

6 SESSIONS

OMAN EDITION

Module 1 Overview

Module Title	Foundations of Legal English & Legal Systems
Duration	6 hours (6 × 1-hour sessions)
Level	B2–C1 (Upper-Intermediate to Advanced)
Course Learning Outcomes	CLO1 Use core legal terminology, Latin maxims, and legal collocations accurately CLO6 Compare and discuss features of common law and civil law systems
Topics Covered	Legal English register; common law vs. civil law; sources of law; court hierarchy; key legal actors (judge, counsel, plaintiff, defendant)
Assessment	Diagnostic quiz (terminology) and oral warm-up discussion (formative)

Module Learning Objectives

By the end of Module 1, learners will be able to:

- Identify the key features that distinguish legal English from everyday English
- Explain the main differences between common law and civil law systems
- Name and describe the principal sources of law (legislation, case law, custom, constitutional law)
- Describe the structure of a typical court hierarchy, from trial to supreme/final appellate courts
- Use correct terminology for key legal actors and their roles in a legal proceeding

OMAN FOCUS

This edition of the Module 1 Handbook is localized for learners based in the Sultanate of Oman. Throughout the module, concepts are connected to the Omani legal system — a civil law jurisdiction in which legislation (chiefly Royal Decrees issued by His Majesty the Sultan) is the primary source of law, supplemented by Islamic Sharia principles in personal status matters such as marriage, divorce, and inheritance. Because most Omani professionals encounter legal English in international and bilingual (Arabic/English) contracts — particularly in the oil and gas, construction, banking, and logistics sectors — this module also highlights where Omani practice differs from, or resembles, the English-speaking legal traditions you will read about.

Session Map

Session	Focus	Duration
Session 1	Welcome to Legal English: register and formality	1 hour
Session 2	Common Law vs. Civil Law systems	1 hour
Session 3	Sources of Law	1 hour

Session 4	Court Hierarchy	1 hour
Session 5	Key Legal Actors	1 hour
Session 6	Review, Consolidation & Diagnostic Quiz	1 hour

Macro-Skills Coverage

Every session gives learners practice in all four macro skills — Reading, Writing, Listening, and Speaking — while staying anchored to CLO1 (terminology) and CLO6 (legal systems comparison). No new outcomes are introduced; each skill is simply a different channel for practicing the same CLOs.

Session	Reading	Writing	Listening	Speaking
1 — Welcome to Legal English	✓	✓	✓	✓
2 — Common Law vs. Civil Law	✓	✓	✓	✓
3 — Sources of Law	✓	✓	✓	✓
4 — Court Hierarchy	✓	✓	✓	✓
5 — Key Legal Actors	✓	✓	✓	✓
6 — Review & Diagnostic Quiz	✓	✓	✓	✓

Listening activities are teacher-led: scripts for your instructor to read aloud are provided in the Teacher's Guide (Part B). No audio files or equipment are required.

PART A

Student Handbook

Readings, key vocabulary, and practice exercises for all six sessions of Module 1. Complete the exercises in order and check your answers with your instructor.

Session 1 — Welcome to Legal English

By the end of this session, you will be able to:

- Explain what makes "legal English" different from everyday English
- Recognize formal, archaic, and Latin-influenced vocabulary in legal texts
- Rewrite short plain-English sentences using an appropriate legal register

Warm-Up Discussion

SPEAKING

1. Have you ever read a contract, terms of service, or official letter in English? What did you notice about the language?
2. Why do you think legal documents often sound more formal or complicated than everyday speech?
3. What legal words or phrases do you already know in English?

Reading: What Is Legal English?

READING

Legal English is a specialized variety of English used in legislation, contracts, court proceedings, and legal correspondence. It differs from everyday English in several important ways. First, it relies heavily on **formal and archaic vocabulary** — words such as *hereinafter*, *aforementioned*, and *whereas* rarely appear outside legal writing. Second, it borrows extensively from **Latin**, giving us terms like *bona fide* (in good faith) and *prima facie* (at first sight). Third, legal English favors **precision over brevity**: a contract may use three near-synonyms together ("*null, void, and of no effect*") to close any loophole a single word might leave open. Finally, legal texts follow strict **conventions of structure** — numbered clauses, defined terms capitalized for consistency, and cross-references between sections. Understanding these features is the first step toward reading, writing, and speaking confidently in professional legal contexts.

KEY VOCABULARY

Term	Meaning	Arabic
register	the level of formality in language, chosen to suit the context	السجل اللغوي
hereinafter	from this point onward (in a document)	فيما يلي / فيما بعد
aforementioned	mentioned earlier in the same text	المذكور آنفاً
whereas	used to introduce background facts or reasons in a contract	حيث إنّ
null and void	having no legal force; invalid	لاغٍ وباطل

plain English

clear, simple language, free of unnecessary jargon

اللغة الإنجليزية الواضحة

OMAN FOCUS

Omani courts and legislation operate in Arabic, but English is the working language of most cross-border commercial contracts in Oman — especially in the oil and gas, construction, and banking sectors, where international parties are involved. Many Omani companies use bilingual Arabic/English contracts, and in a dispute the Arabic version is typically treated as authoritative unless the contract states otherwise. This makes precise legal English reading and drafting skills essential, even though Arabic remains the language of the courts.

EXERCISE 1 — Matching

READING

Match each legal term (1–6) with its plain-English meaning (a–f).

1. hereinafter

2. whereas

3. null and void

4. aforementioned

5. bona fide

6. plain English

a. invalid

b. mentioned before

c. from now on in this document

d. clear, simple language

e. given that / because

f. genuine, in good faith

EXERCISE 2 — Rewrite in Legal Register

WRITING

Rewrite each plain-English sentence using a more formal, legal register. An example is done for you.

Example: "This agreement starts today." → "This Agreement shall commence as of the date hereof."

1. The company will pay the money within 30 days. → _____

2. If someone breaks this rule, they must pay a fine. → _____

3. The two companies mentioned above agree to work together. → _____

EXERCISE 3 — Listen and Identify the Register

LISTENING

Your instructor will read six sentences aloud. For each one, write whether it is **Plain English** or **Legal Register**, and note one word or phrase that helped you decide.

#	Plain or Legal?	Word/phrase that helped you
1		
2		
3		
4		
5		
6		

Listening script for this exercise is in the Teacher's Guide (Session 1).

Session 2 — Common Law vs. Civil Law

By the end of this session, you will be able to:

- Describe the origins and core principles of common law and civil law systems
- Use appropriate vocabulary to compare the two systems
- Identify which system applies in a range of countries

Reading: Two Legal Traditions

READING

Most of the world's legal systems fall into one of two major traditions. **Common law**, which originated in England, is based heavily on *judicial precedent* — decisions made by courts in earlier cases (known as *case law*) that guide future rulings. It is used in the United Kingdom, the United States, Canada, Australia, and many former British colonies. **Civil law**, which developed from Roman law and the Napoleonic Code, relies primarily on comprehensive written *codes and statutes* enacted by legislatures. Judges in civil law systems apply the code to the facts of a case, rather than building on precedent. Civil law is the dominant tradition in continental Europe, Latin America, and much of Asia and Africa. Some jurisdictions, such as South Africa and the Philippines, are considered *mixed systems*, blending elements of both traditions.

COMPARISON: COMMON LAW VS. CIVIL LAW

Feature	Common Law	Civil Law
Primary source of law	Case law / judicial precedent	Written codes and statutes
Role of judges	Interpret and create law through rulings	Apply the code; limited law-making role
Key principle	<i>Stare decisis</i> (let the decision stand)	Codification
Example countries	UK, USA, Canada, Australia, India	France, Germany, Japan, Brazil, Oman

KEY VOCABULARY

Term	Meaning	Arabic
precedent	a previous court decision used as an example or authority for later cases	السابقة القضائية
case law	law based on judicial decisions rather than statutes	أحكام القضاء
statute	a written law passed by a legislature	قانون تشريعي
code / codification	a systematic, comprehensive collection of written laws	التقنين / المدونة القانونية

<i>stare decisis</i>	Latin: "to stand by things decided" — the principle of following precedent	مبدأ التقيد بالسوابق القضائية
jurisdiction	the official power to make legal decisions, or the geographic area it covers	الاختصاص القضائي
Royal Decree	the primary form of legislation in Oman, issued by the Sultan (Sultani Marsoom)	مرسوم سلطاني

OMAN FOCUS

Oman is a civil law jurisdiction: legislation — chiefly Royal Decrees, supplemented by Ministerial Decisions — is the primary source of law, not judicial precedent (Chambers and Partners, n.d.). Omani courts have discretion to interpret legislation on a case-by-case basis, but earlier rulings are not binding on future cases the way precedent is in common law systems. Islamic Sharia principles supplement the Civil Code, particularly in family and inheritance matters (Al Busaidy Mansoor Jamal & Co., n.d.). This means the common law concepts in this session (precedent, *stare decisis*) may feel less familiar than the civil law ones — take extra time with these terms.

EXERCISE 4 — True or False

READING

1. Common law systems rely mainly on written codes. _____
2. Civil law developed from Roman law and the Napoleonic Code. _____
3. *Stare decisis* means judges must follow previous decisions. _____
4. The United States is a civil law country. _____
5. A mixed legal system combines features of common law and civil law. _____

EXERCISE 5 — Listening: Common Law or Civil Law?

LISTENING

WRITING

Your instructor will read four short case descriptions aloud. For each one, decide whether the court is reasoning under **common law** or **civil law**, then write one sentence explaining your choice using a term from this session (e.g., *precedent*, *codification*, *stare decisis*).

#	Common Law or Civil Law?
1	
2	
3	
4	

Choose **two** items above and write a one-sentence justification for each:

Listening script for this exercise is in the Teacher's Guide (Session 2).

EXERCISE 6 — Discussion

SPEAKING

Oman is a civil law jurisdiction. Which features of civil law can you identify in Omani legal practice (for example, the role of Royal Decrees, or the Civil Transactions Law)? Have you come across common law features in international contracts or dealings with foreign partners? Prepare two or three sentences to share with the group.

Session 3 — Sources of Law

By the end of this session, you will be able to:

- Name the four principal sources of law
- Give an example of each source
- Use appropriate vocabulary to describe how laws are created

Reading: Where Does Law Come From?

READING

Law does not come from a single place — it is drawn from several sources that work together. **Legislation** refers to laws formally enacted by a parliament, congress, or other law-making body; an individual piece of legislation is called a *statute* or an *act*. **Case law** (also called *judge-made law*) arises from the decisions courts make when interpreting statutes or resolving disputes not clearly covered by existing law. **Custom** refers to long-established practices that a community treats as binding, even without formal written laws — this remains an important source in some areas of international and commercial law. Finally, **constitutional law** sets out the fundamental rules governing a state, including the structure of government and the rights of citizens; it typically takes precedence over ordinary legislation.

KEY VOCABULARY

Term	Meaning	Arabic
legislation	laws formally created by a legislative body (parliament, congress)	التشريع
act / statute	an individual law passed by a legislature	قانون
to enact	to make a bill into law	سنّ (قانوناً) / أصدر
custom	an established practice treated as legally binding	العرف
constitution	the fundamental body of law defining a state's government and citizens' rights	الدستور
to take precedence over	to have higher authority or priority than	يُقدّم على / له الأولوية على

OMAN FOCUS

Oman's **Basic Law of the State** (النظام الأساسي للدولة) (Sultanate of Oman, 1996) functions as the country's constitution, setting out the structure of government and the independence of the judiciary. Legislation in Oman

takes two forms: **Royal Decrees** (مرسوم سلطاني) (primary legislation, issued by the Sultan) and **Ministerial Decisions** (قرار وزاري) (secondary legislation, issued by ministries) (Oxford Business Group, 2020). Custom also has a defined role: under Oman's Law of Commerce, if no legislation covers a commercial matter, local trading custom applies first, followed by the principles of Islamic Sharia, and finally general principles of equity (Sultanate of Oman, 1990; Al Busaidy Mansoor Jamal & Co., n.d.).

EXERCISE 7 — Categorize

READING

Decide which source of law each example belongs to: **legislation**, **case law**, **custom**, or **constitutional law**.

1. The Sultan issues a Royal Decree establishing a new Data Protection Law. → _____
2. A Commercial Court ruling interprets an ambiguous clause in the Civil Transactions Law, guiding how similar contracts are read in future disputes. → _____
3. Merchants in a trading port have followed the same rules for settling disputes for 200 years. → _____
4. Oman's Basic Law of the State guarantees the independence of the judiciary. → _____

EXERCISE 8 — Gap Fill

WRITING

Complete the sentences with words from the vocabulary box above.

1. A constitution generally _____ ordinary legislation.
2. Parliament must formally _____ a bill before it becomes law.
3. An established, long-standing practice that communities treat as binding is called a _____.

EXERCISE 9 — Listening: Where Does This Law Come From?

LISTENING

Your instructor will read four new scenarios aloud. Listen and write which source of law each one illustrates: **legislation**, **case law**, **custom**, or **constitutional law**.

- 1.
- 2.
- 3.
- 4.

Listening script for this exercise is in the Teacher's Guide (Session 3).

EXERCISE 10 — Speaking: Explain a Source of Law

SPEAKING

In pairs, take turns choosing one of the four sources of law and explaining it in your own words in 30–45 seconds, giving a real or invented example. Your partner listens and names which source you described.

Session 4 — Court Hierarchy

By the end of this session, you will be able to:

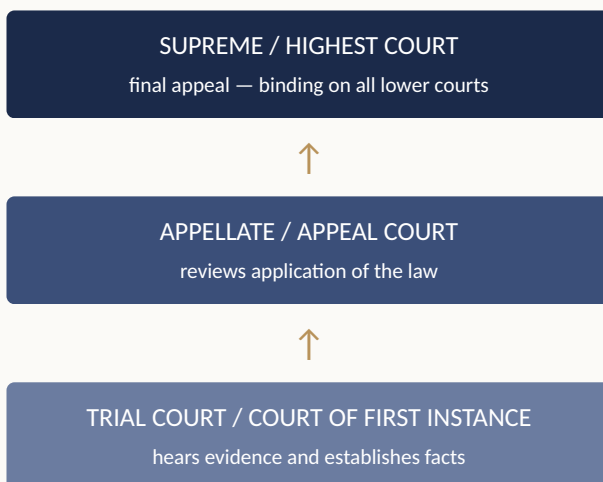
- Describe the typical structure of a court system, from trial to final appeal
- Use correct terminology for different court levels and their functions
- Explain the purpose of an appeal

Reading: How Courts Are Organized

READING

Most legal systems organize their courts into a **hierarchy**, with each level having a distinct role. At the base are **trial courts** (sometimes called courts of first instance), where cases are first heard, evidence is presented, and facts are established. If a party is unhappy with a trial court's decision, they may **appeal** — that is, ask a higher court to review the decision — to an **appellate court** (or "court of appeal"). Appellate courts generally do not re-examine the facts of a case; instead, they review whether the law was applied correctly. At the top of the hierarchy sits a **supreme court** (or "court of last resort"), whose decisions are final and binding on all lower courts. Some systems also have specialized courts — such as family courts, commercial courts, or constitutional courts — that handle specific types of cases.

COURT HIERARCHY (TYPICAL STRUCTURE)



OMAN FOCUS

Oman's judiciary follows this same three-tier structure, using slightly different names: the **Primary Court** (المحكمة الابتدائية), the **Court of Appeal** (محكمة الاستئناف), and the **Supreme Court** (المحكمة العليا) — Oman's highest court, whose rulings are final (Chambers and Partners, n.d.). Within the Primary and Appeal Courts, cases are divided into circuits (commercial, civil, criminal, labour, and Sharia). The Sharia circuits (الدائرة الشرعية) hear

personal status matters — marriage, divorce, and inheritance — applying Islamic Sharia principles, while the other circuits apply Oman's civil legislation (New York University School of Law, n.d.).

KEY VOCABULARY

Term	Meaning	Arabic
trial court / court of first instance	the court where a case is first heard	المحكمة الابتدائية
appeal (n./v.)	a request for a higher court to review a lower court's decision	استئناف
appellate court	a court that reviews decisions made by lower courts	محكمة الاستئناف
supreme court	the highest court in a jurisdiction; its rulings are final	المحكمة العليا
to uphold a decision	to confirm that a lower court's ruling was correct	تأييد الحكم
to overturn a decision	to reverse or cancel a lower court's ruling	نقض الحكم

EXERCISE 11 — Order the Stages

READING

Put the following stages of a case in the correct order (1 = first):

- ___ The supreme court issues a final, binding ruling.
- ___ The trial court hears evidence and reaches a decision.
- ___ The losing party files an appeal.
- ___ The appellate court reviews whether the law was applied correctly.

EXERCISE 12 — Listening: Follow the Case

LISTENING

WRITING

Your instructor will read a short story about a case. Listen and answer the questions in one short sentence each.

1. Which court heard Sara's case first? _____
2. Why did Sara's lawyer file an appeal? _____
3. Which court's decision was final? _____

Listening script for this exercise is in the Teacher's Guide (Session 4).

EXERCISE 13 — Speaking: Narrate the Hierarchy

SPEAKING

In pairs, take turns using the Court Hierarchy diagram to narrate aloud how a case moves from the Primary Court to the Supreme Court. Use sequencing language (*first, then, finally*) and at least three vocabulary items from this session.

Session 5 — Key Legal Actors

By the end of this session, you will be able to:

- Identify the main participants in a legal proceeding and their roles
- Use correct terminology to describe who is involved in a case
- Role-play a short courtroom introduction

Reading: Who's Who in a Legal Case READING

A legal proceeding involves several key participants, each with a defined role. The **judge** presides over the case, ensures proceedings follow the law, and — in cases without a jury — decides the outcome. **Counsel** (also called a *lawyer* or *attorney*) represents a party's interests and presents arguments and evidence on their behalf. In a civil case, the person bringing the claim is the **plaintiff** (or "claimant"), while the person being sued is the **defendant**. In a criminal case, the state prosecutes the accused, who is also referred to as "the defendant." Other important actors include the **witness**, who gives evidence about what they saw or know; the **jury**, a group of citizens who decide the facts of a case in some systems; and the **clerk**, who manages court records and administration.

KEY VOCABULARY

Term	Meaning	Arabic
judge	the official who presides over a court and applies the law	قاضي
counsel / attorney / lawyer	a qualified professional who represents a party in legal matters	محام
plaintiff / claimant	the party who brings a civil case against another	مدّّع
defendant	the party being sued (civil) or accused (criminal)	مدّعى عليه / متهم
witness	a person who gives evidence about a case	شاهد
jury	a group of citizens who decide the facts in a trial	هيئة المحلفين

OMAN FOCUS

Oman does not use a jury system — judges alone decide both facts and law. In criminal matters, cases are brought not by the police but by the **Public Prosecution** (الادعاء العام) — an independent judicial body, distinct from the Royal Oman Police — which investigates offences and represents the case on behalf of society before the courts (Government of Oman, n.d.; Sultanate of Oman, 2001). In Sharia circuits, the presiding judge may also be referred to as a **qadi** (قاضي) (New York University School of Law, n.d.). Lawyers practicing in Oman frequently work between

Arabic and English, since court proceedings are conducted in Arabic while many underlying commercial contracts are drafted bilingually.

EXERCISE 14 — Role Match

READING

Match each description (1–6) to the correct legal actor (a–f).

1. Presides over the court and applies the law

2. Brings a civil claim against another party

3. Represents a party's legal interests

4. Is being sued or accused

5. Gives evidence about what they saw

6. A group of citizens who decide the facts

a. Witness

b. Defendant

c. Judge

d. Jury

e. Plaintiff

f. Counsel

EXERCISE 15 — Listening: Who's Speaking?

LISTENING

Your instructor will read five short courtroom lines aloud. Listen and write which legal actor is most likely speaking: **judge, counsel, witness, plaintiff, or defendant.**

#	Who is speaking?
1	
2	
3	
4	
5	

Listening script for this exercise is in the Teacher's Guide (Session 5).

EXERCISE 16 — Writing: Describe a Role

WRITING

Choose one legal actor from this session — **judge, counsel, or Public Prosecution** — and write 3–4 sentences describing their role. Use at least two vocabulary items, and include one point of comparison with how that role works in Oman.

EXERCISE 17 — Role-Play**SPEAKING**

In pairs, prepare a short 6–8 line courtroom introduction dialogue. One student plays the judge opening the session; the other plays counsel introducing their client (plaintiff or defendant). Use at least four vocabulary items from this session.

Session 6 — Review, Consolidation & Diagnostic Quiz

This session brings together everything covered in Module 1. You will review key vocabulary, participate in a formative discussion, and complete the Module 1 diagnostic quiz.

Consolidation Activity READING

Before you begin, skim back through the Module 1 Vocabulary Glossary for two minutes to refresh key terms. Then, in small groups, create a mind map connecting the following four topics from this module: *legal register*, *common law/civil law*, *sources of law*, and *court hierarchy*. Try to include at least three vocabulary items from each session.

EXERCISE 18 — Listening: Module Recap LISTENING WRITING

Your instructor will read a short recap of Module 1 aloud, twice. Listen and fill in the eight missing words in the summary below.

Legal English uses a formal (1) _____ that includes Latin terms and archaic vocabulary. Legal systems generally fall into two traditions: common law, based on judicial (2) _____, and civil law, based on written (3) _____. Oman is a (4) _____ law jurisdiction. Law comes from several sources: legislation, case law, (5) _____, and constitutional law. Most court systems have three levels: the trial or (6) _____ court, the court of (7) _____, and the supreme court. Finally, a legal case involves several actors, including the judge, counsel, the plaintiff, and the (8) _____.

Listening script for this exercise is in the Teacher's Guide (Session 6).

Formative Oral Discussion (Assessed) SPEAKING

Be prepared to discuss the following with your instructor and classmates:

1. In your own words, what makes legal English different from everyday English?
2. Is Oman a common law or a civil law jurisdiction? Give one piece of evidence to support your answer.
3. Describe the path a case takes from Oman's Primary Court to the Supreme Court.
4. Name three legal actors and explain their roles, including one that is specific to the Omani system.

PART 1 — Multiple Choice (choose the best answer)

1. Which term means "a previous court decision used as authority for later cases"?
a) statute b) precedent c) custom d) clerk
2. *Stare decisis* is a key principle of which legal tradition?
a) civil law b) common law c) canon law d) customary law
3. Which of the following is NOT one of the four sources of law discussed in this module?
a) legislation b) case law c) custom d) media coverage
4. Oman's judiciary is best described as:
a) a common law system relying on binding precedent b) a civil law system based primarily on legislation c) a system with no written constitution d) a system with no criminal courts
5. A court that reviews whether the law was applied correctly, without re-examining the facts, is called a(n):
a) trial court b) appellate court c) small claims court d) family court
6. In a civil case, the person who brings a claim against another party is the:
a) defendant b) witness c) plaintiff d) clerk
7. In Oman, criminal cases are brought before the courts by:
a) the Royal Oman Police alone b) the Public Prosecution c) the plaintiff's lawyer d) the Supreme Court directly

PART 2 — Definitions

Write a one-sentence definition for each term.

1. Jurisdiction: _____
2. Codification: _____
3. Appeal: _____

PART 3 — Short Answer

In 2–3 sentences, explain whether Oman is a common law or civil law jurisdiction, using at least one term from this module.

Module 1 Vocabulary Glossary

Term	Meaning	Arabic	Session
register	the level of formality in language, chosen to suit the context	السجل اللغوي	1
hereinafter	from this point onward (in a document)	فيما يلي / فيما بعد	1
aforementioned	mentioned earlier in the same text	المذكور آنفاً	1
whereas	used to introduce background facts or reasons in a contract	حيث إنَّ	1
null and void	having no legal force; invalid	لاغٍ وباطل	1
plain English	clear, simple language, free of unnecessary jargon	اللغة الإنجليزية الواضحة	1
precedent	a previous court decision used as authority for later cases	السابقة القضائية	2
case law	law based on judicial decisions rather than statutes	أحكام القضاء	2
statute	a written law passed by a legislature	قانون تشريعي	2
code / codification	a systematic, comprehensive collection of written laws	التقنين / المدونة القانونية	2
<i>stare decisis</i>	Latin: "to stand by things decided" — the principle of following precedent	مبدأ التقيد بالسوابق القضائية	2
jurisdiction	the official power to make legal decisions, or the area it covers	الاختصاص القضائي	2
Royal Decree	Oman's primary form of legislation, issued by the Sultan (Sultani Marsoom)	مرسوم سلطاني	2
legislation	laws formally created by a legislative body	التشريع	3
act / statute	an individual law passed by a legislature	قانون	3
to enact	to make a bill into law	سنّ (قانوناً)	3
custom	an established practice treated as legally binding	العرف	3

constitution / Basic Law of the State	the fundamental body of law defining a state's government and rights (Oman's equivalent is the Basic Law of the State)	الدستور / النظام الأساسي للدولة	3
Ministerial Decision	secondary legislation in Oman, issued by a government ministry under powers granted by Royal Decree	قرار وزاري	3
to take precedence over	to have higher authority or priority than	يُقدَّم على	3
trial court / Primary Court	the court where a case is first heard (Oman: Primary Court)	المحكمة الابتدائية	4
appeal	a request for a higher court to review a lower court's decision	استئناف	4
appellate court / Court of Appeal	a court that reviews decisions made by lower courts	محكمة الاستئناف	4
supreme court	the highest court in a jurisdiction; its rulings are final	المحكمة العليا	4
to uphold / overturn a decision	to confirm / to reverse a lower court's ruling	تأييد الحكم / نقض الحكم	4
Sharia circuit	a division within Oman's Primary and Appeal Courts that hears personal status cases (marriage, divorce, inheritance)	الدائرة الشرعية	4
judge	the official who presides over a court and applies the law	قاضٍ	5
counsel / attorney / lawyer	a qualified professional who represents a party	محامٍ	5
plaintiff / claimant	the party who brings a civil case against another	مدَّعٍ	5
defendant	the party being sued or accused	مدَّعى عليه / متهم	5
witness	a person who gives evidence about a case	شاهد	5
jury	a group of citizens who decide the facts in a trial	هيئة المحلفين	5
Public Prosecution	Oman's independent judicial body that investigates and brings criminal cases before the courts	الادعاء العام	5
qadi	the title used for a judge in Oman's Sharia circuits	قاضٍ (شرعي)	5

Arabic terms are given in Modern Standard Arabic (الفصحى), the register used in Omani legislation, courts, and formal legal writing.

PART B

Teacher's Guide

Lesson plans, timing, procedure notes, anticipated difficulties, and full answer keys for all six sessions of Module 1.

How to Use This Guide

Each session below is designed as a 60–70 minute class and follows a consistent stage structure: warm-up, presentation, controlled practice, listening, freer/speaking practice, and wrap-up. Timings are approximate — adjust based on class size and level; trim the wrap-up or an optional extension if you need to hold a session to 60

minutes. Boxes shaded blue contain teaching notes; boxes shaded purple contain listening scripts to read aloud; boxes shaded green contain answer keys.

NOTE ON THE LISTENING ACTIVITIES

Each session now includes one teacher-led listening exercise. No audio files or equipment are needed — scripts are provided at the relevant point in each session's lesson plan below. Read each script at a natural pace, twice if the exercise involves gap-filling, and pause briefly between items. These activities still target CLO1 and CLO6; only the input channel changes from reading to listening.

LOCALIZATION NOTE

This edition has been adapted for learners based in the Sultanate of Oman. References to Oman's Basic Law of the State, Royal Decrees, Civil Transactions Law, court structure, and Public Prosecution are factually accurate as of this module's preparation, but legislation is amended periodically by Royal Decree — instructors should verify current details before citing specific decree numbers as authoritative, and should treat Oman-Focus boxes as a teaching anchor rather than a legal reference source.

GENERAL TEACHING TIPS FOR MODULE 1

- Because Oman is itself a civil law jurisdiction, learners will generally find civil law concepts (codification, Royal Decrees, legislative primacy) intuitive. Spend proportionally more time on common law concepts — especially *precedent* and *stare decisis* — since these will be less familiar and are the greater source of confusion.
- Latin terms can be intimidating. Introduce them in small batches and recycle them across sessions rather than front-loading all of them in Session 1.
- Where possible, elicit vocabulary from learners before presenting it — many learners will already have relevant terms from Arabic legal usage, media exposure, or professional experience in bilingual contract environments (oil and gas, construction, banking).
- Use the Oman Focus boxes in each session as a bridge between the global ESP content and learners' lived professional context — invite learners to confirm, question, or add to these notes from their own experience.

Session 1 — Lesson Plan

Stage	Time	Procedure
Warm-up	8 min	Elicit answers to the three warm-up discussion questions as a whole-class brainstorm. Write useful learner language on the board.
Presentation	10 min	Read "What Is Legal English?" aloud or have learners read silently. Check comprehension with 2–3 gist questions before moving to vocabulary.
Vocabulary	8 min	Present the Key Vocabulary box. Drill pronunciation of <i>hereinafter</i> , <i>aforementioned</i> , and <i>whereas</i> — these are commonly mispronounced by stress placement.
Controlled practice	10 min	Exercise 1 (matching), done individually then checked in pairs.

Listening	8 min	Exercise 3 (listen and identify register). Read the script below at a natural pace; read it twice.
Freer practice	12 min	Exercise 2 (register rewriting), done in pairs. Monitor and collect errors for whole-class feedback.
Wrap-up	4 min	Elicit 3 new vocabulary items learners will remember. Preview Session 2 topic (common law vs. civil law).

LISTENING SCRIPT — EXERCISE 3

Read each sentence aloud at natural speed, pausing 5–8 seconds between items for learners to write. Read the full set twice.

1. "The parties hereinafter referred to as 'the Company' agree as follows." (*Legal — hereinafter*)
2. "You need to pay the money soon." (*Plain*)
3. "This contract is null and void due to non-payment." (*Legal — null and void*)
4. "Whereas the Seller wishes to transfer the property, the parties agree as follows." (*Legal — whereas*)
5. "Let's meet next week to talk about the deal." (*Plain*)
6. "The aforementioned tenant shall vacate the premises within thirty days." (*Legal — aforementioned*)

ANTICIPATED DIFFICULTIES

- Learners may confuse "formal register" with "difficult vocabulary" — clarify that legal register is about precision and convention, not just long words.
- The concept of near-synonym stacking ("null, void, and of no effect") can seem redundant to learners from more concise L1 legal traditions — briefly explain the historical reason (combining English and French/Latin-derived synonyms after the Norman Conquest).
- In the listening exercise, learners may write the whole sentence instead of just the key word — model the short-answer format with item 1 before starting.

ANSWER KEY — EXERCISE 1

1–c, 2–e, 3–a, 4–b, 5–f, 6–d

ANSWER KEY — EXERCISE 2 (MODEL ANSWERS; ACCEPT REASONABLE VARIATIONS)

1. The Company shall remit payment within thirty (30) days of the date hereof.
2. Any party in breach of this provision shall be liable to pay a penalty.
3. The aforementioned parties hereby agree to cooperate in accordance with the terms set out herein.

ANSWER KEY — EXERCISE 3 (LISTENING)

1. Legal (hereinafter) 2. Plain 3. Legal (null and void) 4. Legal (whereas) 5. Plain 6. Legal (aforementioned)

Session 2 — Lesson Plan

Stage	Time	Procedure
Warm-up	5 min	Ask: "Have you heard of common law or civil law before? What do you think the difference is?" Take brief guesses without confirming.
Presentation	10 min	Read "Two Legal Traditions" text. Draw the comparison table on the board as a skeleton and fill it in with learners as a check.
Vocabulary	7 min	Pre-teach <i>precedent</i> , <i>stare decisis</i> , and <i>jurisdiction</i> with concrete examples before the True/False exercise.
Controlled practice	8 min	Exercise 4 (True/False), individually then pair-check.
Listening + Writing	10 min	Exercise 5 (listen and classify, then write justifications). Read the script below at a natural pace, twice.
Freer practice	15 min	Exercise 6 (discussion) — small groups of 3–4, then 2–3 groups report back to the class.
Wrap-up	5 min	Quick-fire review: name one feature of common law and one of civil law.

LISTENING SCRIPT — EXERCISE 5

Read each scenario aloud once at natural speed, then pause 10 seconds for learners to note common law/civil law; read the set a second time before moving to the writing step.

1. "The judge looked at a decision from a similar case ten years ago and followed the same reasoning." (*Common law — precedent*)
2. "The judge applied Article 155 of the Civil Code directly to the facts of the case." (*Civil law — codification*)
3. "Because no previous ruling binds this court, the judge is free to interpret the legislation independently." (*Civil law*)
4. "The lawyer argued that a Supreme Court ruling from 2015 must be followed in this case." (*Common law — stare decisis*)

ANTICIPATED DIFFICULTIES

- Since Oman is a civil law jurisdiction, learners may initially struggle to see why common law's reliance on precedent is significant — use a concrete contrast: in Oman, an earlier court ruling is not binding on a later case, whereas in a common law system it can decide the outcome.
- Learners from mixed-system jurisdictions (e.g., South Africa, Philippines, Scotland, Louisiana) may find the binary framing oversimplified — acknowledge this explicitly, and note that Oman itself blends civil law with Sharia principles in personal status matters.
- *Stare decisis* pronunciation: /'steəri di'saɪsɪs/ — model clearly and drill chorally.
- In Exercise 5, learners may mix up items 1 and 4 (both common law) — after reading twice, briefly elicit why both belong to the same category before moving on.

ANSWER KEY — EXERCISE 4

1. False 2. True 3. True 4. False 5. True

ANSWER KEY — EXERCISE 5 (LISTENING)

1. Common law 2. Civil law 3. Civil law 4. Common law. Written justifications: accept any sentence that correctly uses a target term (*precedent*, *codification*, *stare decisis*, *jurisdiction*) to explain the choice.

EXERCISE 6 — ASSESSMENT NOTE

This is a formative speaking task. Listen for correct use of comparison language (*whereas*, *in contrast*, *unlike*) and target vocabulary (*precedent*, *statute*, *codification*). No formal grade is required, but note learners who may need extra vocabulary support before Session 3.

Session 3 — Lesson Plan

Stage	Time	Procedure
Warm-up	5 min	Ask learners to brainstorm: "Where does law come from?" Accept all answers; do not correct yet.
Presentation	10 min	Read "Where Does Law Come From?" Elicit the four sources onto the board as learners identify them in the text.
Vocabulary	7 min	Present Key Vocabulary box; highlight the verb <i>to enact</i> and its typical collocation "enact a law/statute."
Controlled practice	10 min	Exercise 7 (categorize) individually, then whole-class check with justification for each answer.
Writing	8 min	Exercise 8 (gap fill), pairs. Circulate and prompt learners to justify word choice.
Listening	8 min	Exercise 9 (listen and categorize). Read the script below at a natural pace, twice.
Speaking	8 min	Exercise 10 (explain a source of law), in pairs. Monitor for correct use of target vocabulary.
Wrap-up	4 min	Ask each learner to give one real-world example of legislation, case law, or custom from Oman or their own country.

LISTENING SCRIPT — EXERCISE 9

Read each scenario aloud once, pause for learners to write their answer, then read the full set a second time.

1. "The Ministry of Commerce issues a new regulation on e-commerce licensing." (*Legislation*)
2. "Traders in a coastal market have always settled boundary disputes using a traditional method passed down for generations." (*Custom*)
3. "A court's ruling clarifies how an ambiguous clause in the Civil Transactions Law should be read." (*Case law*)
4. "The Basic Law of the State guarantees that no one shall be arrested except in accordance with the law." (*Constitutional law*)

ANTICIPATED DIFFICULTIES

- Learners often conflate "constitution" with "constitutional law" — clarify that the constitution is the document/body of rules, while constitutional law is the field/practice area.
- "Custom" as a source of law is unfamiliar to many learners — the international trade law example (*lex mercatoria* / customary commercial practice) can help make this concrete.
- In Exercise 10, learners may default to reading their notes rather than speaking freely — encourage brief bullet notes only, not full sentences, before they speak.

ANSWER KEY — EXERCISE 7

1. Legislation 2. Case law 3. Custom 4. Constitutional law

Note: In Oman, judicial rulings are not binding precedent as in common law systems, but Question 2 still illustrates the "case law" category — courts interpreting and clarifying legislation through their rulings.

ANSWER KEY — EXERCISE 8

1. takes precedence over 2. enact 3. custom

ANSWER KEY — EXERCISE 9 (LISTENING)

1. Legislation 2. Custom 3. Case law 4. Constitutional law

Session 4 — Lesson Plan

Stage	Time	Procedure
Warm-up	5 min	Ask: "If you lose a court case, what can you do next?" Elicit "appeal" if possible; if not, introduce it here.
Presentation	10 min	Read "How Courts Are Organized." Use the pyramid diagram to visually reinforce the hierarchy while reading.

Vocabulary	7 min	Drill the vocabulary box, paying particular attention to the collocations "to uphold a decision" / "to overturn a decision."
Controlled practice	8 min	Exercise 11 (ordering stages), individually then pair-check.
Listening + Writing	10 min	Exercise 12 (listen and answer). Read the script below twice; learners answer in short sentences.
Speaking	12 min	Exercise 13 (narrate the hierarchy), in pairs. Optional extension: research and present their own country's court hierarchy for homework.
Wrap-up	5 min	Quick concept check questions (CCQs): "Does an appellate court re-examine the facts?" (No) "Is a supreme court ruling final?" (Yes)

LISTENING SCRIPT — EXERCISE 12

Read the passage below aloud once at natural speed; let learners attempt the questions; then read it a second time so they can check and complete their answers.

"Sara loses her case in the Primary Court. She believes the judge misapplied the law, so her lawyer files an appeal. The Court of Appeal reviews the legal reasoning and rules in her favor. The other party is unhappy and takes the case to the Supreme Court, whose decision is final."

ANTICIPATED DIFFICULTIES

- Learners may assume appellate courts re-hear the entire case, including evidence — clarify that appeals generally concern application of the law, not new fact-finding. This applies directly to Oman's Court of Appeal.
- Generic English court names ("Crown Court," "High Court") do not map directly onto Oman's naming ("Primary Court," "Court of Appeal," "Supreme Court") — use the Oman Focus box to anchor the terminology in familiar names before introducing the more varied English-language terms learners may meet elsewhere.
- Learners may not be aware that Sharia circuits sit inside the regular Primary and Appeal Courts in Oman, rather than forming a fully separate court system — clarify this structure explicitly.
- In Exercise 13, learners may describe the diagram statically ("This is the Supreme Court") rather than narrating a case's movement through it — model one full narration first using sequencing language.

ANSWER KEY — EXERCISE 11

Order: 1) Trial court hears evidence and reaches a decision 2) The losing party files an appeal 3) The appellate court reviews whether the law was applied correctly 4) The supreme court issues a final, binding ruling

ANSWER KEY — EXERCISE 12 (LISTENING)

1. The Primary Court. 2. Because she believed the judge misapplied the law. 3. The Supreme Court's decision was final.

Session 5 — Lesson Plan

Stage	Time	Procedure
Warm-up	5 min	Show images or describe a courtroom scene; elicit any roles learners can already name.
Presentation	10 min	Read "Who's Who in a Legal Case." Note the civil/criminal distinction for "defendant" explicitly — this is a common point of confusion.
Vocabulary	7 min	Drill the vocabulary box; contrast "plaintiff/claimant" (UK vs. US preference) briefly.
Controlled practice	8 min	Exercise 14 (role match), individually then whole-class check.
Listening	8 min	Exercise 15 (listen and identify who's speaking). Read the script below in a clearly different tone for each line; read the set twice.
Writing	10 min	Exercise 16 (describe a role), individually. Circulate and support with vocabulary as needed.
Speaking	15 min	Exercise 17 (role-play) in pairs. Allow 6 minutes preparation, then have 2–3 pairs perform for the class. Give feedback on vocabulary use, not just fluency.
Wrap-up	4 min	Ask learners to identify which of today's roles they are most likely to interact with professionally, and why.

LISTENING SCRIPT — EXERCISE 15

Read each line aloud, adjusting your tone/role slightly for each speaker; pause between lines for learners to write. Read the set twice.

1. "All rise. This court is now in session." (*Judge*)
2. "Objection, Your Honor — this question is leading the witness." (*Counsel*)
3. "I saw the defendant leave the building at around 9 pm." (*Witness*)
4. "I am asking this court to award damages for breach of contract." (*Plaintiff / counsel for the plaintiff*)
5. "I deny all the allegations made against me." (*Defendant*)

ANTICIPATED DIFFICULTIES

- "Counsel" can be singular or plural and is often used without an article ("Counsel for the defense") — flag this irregular usage explicitly.
- Learners frequently confuse "plaintiff" and "defendant" — reinforce with the memory aid: "plaintiff" contains "plain[t]" (complaint); the defendant "defends."
- Because Oman does not use juries, the concept may need extra explanation — clarify that Omani judges decide both facts and law, and contrast this with the jury's fact-finding role in the systems learners will read about in English-language materials.
- Learners may equate "Public Prosecution" with "the police" — clarify that in Oman these are separate, independent institutions, and that the Public Prosecution — not the police — brings the case before the courts, except in minor misdemeanors.

- In Exercise 15, item 4 may be answered as either "plaintiff" or "counsel" — accept both if justified, since a lawyer often speaks on the plaintiff's behalf.

ANSWER KEY — EXERCISE 14

1-c, 2-e, 3-f, 4-b, 5-a, 6-d

ANSWER KEY — EXERCISE 15 (LISTENING)

1. Judge 2. Counsel 3. Witness 4. Plaintiff (or counsel for the plaintiff) 5. Defendant

EXERCISE 16 — ASSESSMENT NOTE

Look for accurate use of at least two vocabulary items and a clear, relevant point of comparison with the Omani system (e.g., Public Prosecution vs. police, no jury system). This can be collected and briefly marked, or peer-reviewed in pairs before Exercise 17.

Session 6 — Lesson Plan

Stage	Time	Procedure
Warm-up	5 min	Quick vocabulary review game (e.g., "Call My Bluff" with 5 terms from the module glossary).
Consolidation (Reading)	13 min	2 minutes silent skim of the glossary, then the mind-map activity in small groups (3–4 learners). Circulate to prompt connections learners may miss.
Listening + Writing	10 min	Exercise 18 (listening recap cloze). Read the script below at a natural pace; read it twice in full before learners finalize answers.
Formative discussion (Speaking)	15 min	Run the four discussion questions as a structured whole-class or small-group discussion. Use the rubric below to note performance — this is informal/formative, not graded pass/fail.
Diagnostic quiz (Writing)	20 min	Administer the written diagnostic quiz individually (Parts 1–3). Allow open access to the module glossary only if your program treats this as an open-book check; otherwise, closed-book.
Wrap-up	4 min	Briefly preview Module 2 (Legal Vocabulary & Latin Terminology) and collect quizzes.

LISTENING SCRIPT — EXERCISE 18

Read the full recap paragraph aloud once at natural speed so learners get the gist, then read it a second time, pausing briefly after each blank word so learners can write.

"Legal English uses a formal **register** that includes Latin terms and archaic vocabulary. Legal systems generally fall into two traditions: common law, based on judicial **precedent**, and civil law, based on written **codes** [or: legislation]. Oman is a **civil** law jurisdiction. Law comes from several sources: legislation, case law, **custom**, and constitutional law. Most court systems have three levels: the trial or **primary** court, the court of **appeal**, and the supreme court. Finally, a legal case involves several actors, including the judge, counsel, the plaintiff, and the **defendant**."

ANSWER KEY — EXERCISE 18 (LISTENING)

1. register 2. precedent 3. codes (accept "legislation") 4. civil 5. custom 6. primary (accept "trial") 7. appeal 8. defendant

FORMATIVE ORAL DISCUSSION — ASSESSMENT RUBRIC

Criterion	Developing	Proficient	Strong
Terminology accuracy	Uses few module terms correctly	Uses most key terms correctly	Uses terms accurately and naturally
Clarity of explanation	Explanations are unclear or incomplete	Explanations are mostly clear	Explanations are clear and well-organized
Fluency & confidence	Frequent hesitation, relies on L1 support	Generally fluent with occasional pauses	Fluent and confident delivery

Use this rubric to identify learners who may need additional vocabulary review before Module 2, rather than to assign a formal grade.

DIAGNOSTIC QUIZ — FULL ANSWER KEY

Part 1 (Multiple Choice): 1-b, 2-b, 3-d, 4-b, 5-b, 6-c, 7-b

Part 2 (Definitions) — model answers:

1. Jurisdiction: the official power of a court or authority to make legal decisions, or the geographic area over which that power extends.
2. Codification: the process of organizing laws into a systematic, comprehensive written code.
3. Appeal: a request made to a higher court to review and change the decision of a lower court.

Part 3 (Short Answer): Accept any answer that correctly identifies Oman as a civil law jurisdiction, citing legislation (Royal Decrees/Ministerial Decisions) as the primary source of law rather than binding precedent, and uses at least one target term accurately (*precedent, statute, codification, case law, stare decisis, jurisdiction*).

SUGGESTED HOMEWORK / EXTENSION

- Research and write 5–6 sentences describing the court hierarchy in the learner's own country, using at least 4 terms from the Module 1 glossary.
- Watch a short (5–10 minute) courtroom scene from a legal drama or documentary and list every legal term heard, with a definition for each.

References

The Oman Focus notes in this handbook draw on the sources below, cited in APA (7th edition) style. Omani legislation is amended by Royal Decree from time to time; instructors and learners should verify current provisions against an official source (e.g., the Sultanate of Oman's official gazette or the Supreme Judicial Council website) before citing specific decree numbers as authoritative.

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This handbook is an ESP language-teaching resource, not a legal reference work. Content simplifies legal concepts for teaching purposes and should not be relied upon as legal advice.