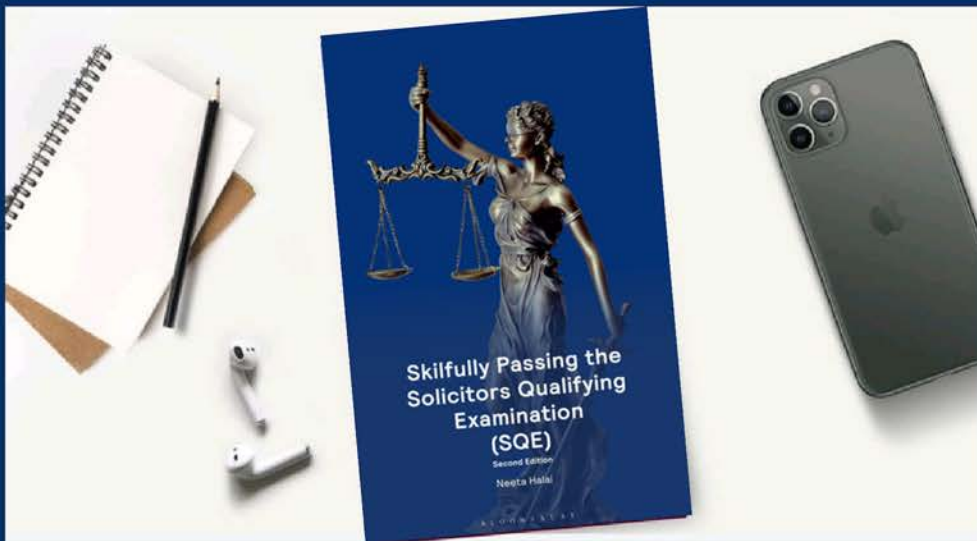


NEW HEIGHTS TRAINING

SQE

Solicitors Qualifying Examination

Part 2: Practical Legal Skills



Bespoke Services

Neeta Halai

What You Can Expect...

The legal profession in England and Wales is one of the most respected in the world. So it should come as no surprise that it will rigorously test you to uphold its standards.

The SQE heavily mirrors the Qualified Lawyers Transfer Scheme (QLTS) which was the exam qualified lawyers from foreign jurisdictions had to do to qualify as a solicitor (it is now abolished).

The format and standard of the abolished QLTS exam is the same for the SQE.

Therefore, what you can expect from the SQE2 by working with Neeta is insight, practical advice, guidance, tips and tools on many of the common challenges experienced and how to overcome them.

The goal is to move you from uncertainty and lack of knowledge and skills to a place of certainty, clarity and confidence.

What is Performance Coaching?

The performance coaching process Neeta uses incorporates the psychology of human behaviour, language patterns and emotional intelligence to legal contexts.

The process allows you to develop a sense of direction to help you understand what you need to do – the process is driven by you. The responsibility is yours and you are accountable for your actions.

The coaching principles Neeta uses help your confidence in a practical way because you:

- learn for yourself;
- expand your skill competencies; and
- build on your advisory and problem-solving skills.

It is an extremely practical and focused experience. You are tested on the law and how you explain it as well as deal with practical issues that may arise. The goal is to give you a good understanding of how to explain the law and legal procedures in a way that is done skilfully through your communication style.

The performance coaching gives you the tools to confidently deal with any situation that presents itself during the interactive oral assessments.

Qualify as a solicitor in a prestigious profession and it will help you expand your global legal footprint. The world is your oyster.

To Your Success!

Neeta

SQE2 - Oral Assessments

How we work together

The focus here is not to teach you the law but assess how you use it correctly and comprehensively through your communication skills. SQE2 is assessed equally for law and skills.

Clients who work with Neeta realise very quickly how challenging it is to communicate the law confidently, in a clear and concise manner. The aim is to help you build your confidence on how to approach client interviewing and advocacy with clarity and conciseness.

For example, in client interviewing an extract from the criteria to aim for superior performance is:

- listening and questioning;
- building trust and confidence.

On the face of it, it seems easy enough. Working with hundreds of lawyers worldwide from six of the seven continents, typical common challenges identified are that clients:

- find it hard to think of questions without making assumptions;
- do not show empathy when it is obviously required;
- use legal jargon instead of plain English so alienate the client; and
- try to make small talk 'formally' so it comes across as unnatural.

There are common challenges identified for all the SQE2 assessments.

Below a brief description of what you can choose to do.

Performance Coaching

This is bespoke to your requirements and particular areas of improvement. We look at body language, vocals and language and I work to your pace. It covers how to confidently:

- prepare you for what to expect when the unexpected happens;
- deal with those unexpected situations confidently;
- manage a challenging client or judge, emotional or vulnerable client;
- answer a question by a judge or client that you do not know the answer to;
- explain and share your knowledge of the law in a practical way; and
- explain the law or your point simply with credibility and not come across patronising.

Masterclasses

This is a small group masterclass with a maximum of four lawyers. The masterclass will demonstrate what you need to be able to do to meet the criteria. You get a chance to work 1:1 with Neeta and receive constructive feedback. The group is purposely kept very small so each person feels confident whilst participating actively and learning from each other.

1:1 Performance Coaching

Description

We cover all 4 Practice areas of the law for Client Interviewing Skills and Advocacy. You should have studied all of them.

The 1:1 performance coaching process is authentic to your communication style. With constructive feedback in the moment, you immediately feel confident with clarity about what you need to do and how to do it.

You are coached to a superior performance level which assesses you on your knowledge of the law and how you deliver the legal skills using your communication skills effectively.

Oral Assessments - Practice Areas

- Criminal litigation
- Dispute resolution
- Property law
- Wills and probate

Breakdown and Example

- Client Interviewing Skills (CIS) and Advocacy (A)

There are a number of options for 1:1 performance coaching. Please contact Neeta to work out exactly what would work best for you. Below are just examples to get an idea:

- **Full day**

2 hours: criminal litigation (A)

2 hours: dispute resolution (A)

2 hours: property practice (CIS)

2 hours: wills and probate (CIS)

- **Half day**

1 hour: criminal litigation (A)

1 hour: property practice (CIS)

1 hour: dispute resolution (A)

1 hour: wills and probate (CIS)

Format and Fee

Online or in person (Central London/Your office)

The format and fees will be dependant on what you want to do. Please contact Neeta to discuss your interest.

Masterclasses

Client Interviewing Skills | Advocacy

Description

Only four lawyers will be accepted for a place on a masterclass. It is small so you can feel more comfortable and less self-conscious. It is an informative and interactive focused session to help you know not just what you need to do but how to do it with clarity and confidence.

Each lawyer has the opportunity to work directly with Neeta and receives individual feedback. The added bonus of observing the other lawyers means you benefit from learning from each other and participating actively. Everyone gets heard and all questions are answered.

Naturally, most lawyers feel self-conscious in group settings but the masterclasses have been very popular. It offers peace of mind that you are all in the same boat and the sessions are not recorded or shared.

More details about the benefits of what you experience in each masterclass is on the next page.

Duration

- 2 hours
- Plus 15 minutes Q&A.

Format and Fee

- Online - set days and times
- See the Eventbrite page (details below)

Once registered, you will be emailed a scenario to prepare for the masterclass. You should have studied the relevant practice areas of the law for the masterclass you choose.

Please note places are on a first come first served basis and once the maximum number of lawyers has been reached you can be placed on a waiting list or opt for 1:1 sessions.

Registration

Follow the Eventbrite page - [Neeta Halai - New Heights Training](#) to register or be notified of all future events.

Masterclass - Client Interviewing Skills

Description

You should have studied both property law and wills and probate . In the session you will actively participate and interact with Neeta. You benefit from:

- personally doing a client interview with Neeta and knowing how to improve it with tailored constructive feedback;
- observing what other lawyers do and learn from them and their feedback;
- both practice areas of the law being covered for client interviewing;
- seeing how to deal with a range of different types of clients (eg challenging or vulnerable) and unforeseeable situations;
- handling difficult questions and clients with empathy and maintaining credibility; and
- having a clear structure in place starting with a strong professional introduction.

Most lawyers underestimate the communication skills aspect and this directly impacts the quality of the client interview which directly links to the attendance note. So even if you score high on the actual interview (skills only) you can score low on the attendance note (law and skills). Neeta will explain how this can happen - live during the interview.

Masterclass - Advocacy

Description

You should have studied criminal litigation and dispute resolution. In the session you will actively participate and interact with Neeta with tailored feedback. You benefit from:

- personally doing an advocacy submission and learn how to improve it with tailored constructive feedback;
- observing what other lawyers do and learn from them and their feedback;
- both dispute resolution and criminal law scenarios will be covered;
- learning how to professionally handle questions you don't know the answer to without losing your credibility; and
- have a clear structure in place so you can use it efficiently on the day.

In real time you will learn how to deliver your submission correctly and comprehensively (law) using your communication skills effectively (skills).

Neeta Halai

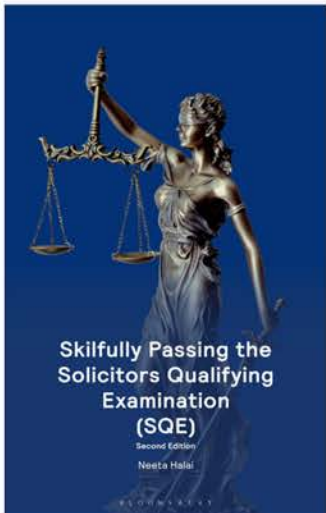
Solicitor | Trainer/Coach | Author | Artist



Neeta is a qualified solicitor and owns a business called New Heights Training where the focus is working with people on their communication skills and legal skills, using the psychology of human behaviour. The aim is simple; to create successful results in a competitive business environment. Neeta travels nationally and internationally to train lawyers, business professionals and students.

Neeta coaches and trains hundreds of international lawyers worldwide, from six of the seven continents, preparing them to qualify as a solicitor of England and Wales.

Based on her expertise and experience, she is the author of 'Skilfully Passing the Solicitors Qualifying Examination (SQE)' published by Bloomsbury; the new way to qualify as a solicitor. The SQE book has sold hundreds of copies to individuals, law firms, businesses and it is a recommended textbook for many universities and training providers. It has sold worldwide in six continents.



Neeta has been invited to speak at the Global Legal Forum in The Hague on the 'Future Lawyer'. She is also an experienced script-writer and presenter who creates professional training videos for legal training providers.

Neeta coaches' partners and lawyers on their partnership journey. She has an approachable manner which is non-judgemental. She uses many coaching models, language patterns and emotional intelligence tools to help them connect the dots to achieve what they want.

The largest global real estate firms also benefit from Neeta's expertise. She trains and coaches their employees to meet the high professional standards required in the Assessment of Professional Competence (APC) to become an RICS chartered surveyor.



In addition to her postgraduate studies, Neeta is a practitioner of Neuro Linguistics Programming (NLP), a practitioner and assessor of SEI Emotional Intelligence and holds a Certificate in Teaching English to Adults (CELTA).

Neeta has been an experienced litigation lawyer. She remains on the Roll of Solicitors regulated by the Solicitors Regulation Authority and is a member of the Law Society of England and Wales.

Outside of law, Neeta is an artist whose artwork has been selected and exhibited in the Rolls Building, Central London (Art Instagram: @NeetaHalaiArt).

SQE Book

Skilfully Passing the Solicitors Qualifying Examination (SQE)

Bloomsbury Publishing

Skilfully Passing the Solicitors Qualifying Examination (SQE) helps qualified lawyers, aspiring solicitors and students prepare for and pass the exam. From start to finish it provides practical guidance, tips and tools; from choosing a course provider, through to how to be admitted to the Roll of Solicitors.

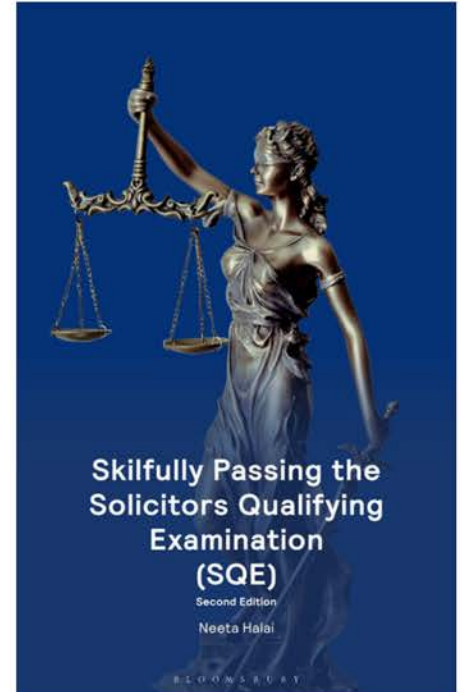
The SQE is heavily based on the Qualified Lawyers Transfer Scheme (QLTS), now abolished, so already an established format. This essential title will help you understand the exam, how to prepare for it and ensure what you learn will also benefit you in practice.

Complementing your academic study materials, it provides insight and understanding of what you can expect from doing the SQE.

It offers practical solutions around questions and challenges when studying and practising for SQE Part 1 and Part 2, such as:

- What strategies will help you with the multiple choice tests?
- How do you deal with emotional/vulnerable clients?
- What do you do when you cannot answer your client's or the judge's question?
- How can you maximise your chances of scoring the highest marks?

Skilfully Passing the Solicitors Qualifying Examination (SQE) is an essential textbook for universities, training providers, law firms, businesses and individuals. It teaches you how to explain the law and legal principles in a clear and concise manner which directly links to how you hone your communication skills to deliver a confident performance.



SQE Book Reviews

'Neeta Halai, is clearly an expert as she is able to make a complex, challenging and novel subject interesting, straightforward and digestible. The chapters are well written in clear, plain English... it is relentlessly practical, and... essential reading... All SQE students should invest in this book as it will ably support them, step by step, through this labyrinthine journey and, if they follow Neeta's wise words of advice, should stand them in excellent stead to skilfully pass the SQE.'

Christina Blacklaws, former President of the Law Society of England and Wales, CEO of Blacklaws Consulting

'This is an excellent book that I would recommend for students looking for a general overview of SQE with some really helpful and practical suggestions and examples for studying and exam technique.... Students will find this book incredibly useful as a study aid, alongside their SQE course textbook.'

Sarah Grabham, Solicitor / Head of Bristol Law School at UWE

'If offers, in accessible language, step-by-step guidance to those wishing to crack the SQE...[It] cover[s]...an overview of the SQE, how to prepare for the exam, functioning legal knowledge and qualifying work experience requirements, communication skills, writing and client interviewing skills, legal drafting techniques, advocacy skills and legal research. ...the information is provided in tabular form, and there are flowcharts, diagrams etc.'

The Commonwealth Lawyer

'With practical tips and tools, this book targets aspiring solicitors, qualified lawyers in foreign jurisdictions and students. As well as offering solutions to questions and challenges when studying and practising your skills for assessments, this book aims to be insightful and practical, rather than merely theoretical.'

The Law Society Gazette

The SQE book is available directly through the Bloomsbury Professional or online retailers such as Amazon.

There are many reviews on Amazon and if you have the book please post a review. As a thank you, let Neeta know through any of the following ways to receive your complimentary 1:1 call to discuss anything SQE related.



www.nh-training.co.uk



Neeta Halai



@NeetaHalai (Twitter)



SQE Success (LinkedIn Group)



New Heights Training



@neeta.halai

Testimonials

The first edition of this book has helped many people worldwide with reviews and testimonials on the Bloomsbury website and Amazon.

I have coached many lawyers for the SQE Part 2 (which is based on the OSCE, QLTS) and I have not needed to adapt my approach or standard.

Not all lawyers provide testimonials, so I am grateful to be able to share what you can expect for the SQE Part 2.

'Neeta is simply the best at what she does. She gave me stellar advice in my preparation for the OSCE portion of the QLTS. She kept me calm when I was panicking. I highly recommend her services for the SQE as I know her commitment, diligence and talent will be the same as that which she displayed when she helped me with my QLTS preparations.'

Kedian Goode, Corporate Counsel, Cisco (Qualified in Jamaica)

'I attended a New Heights Training workshop on 'Client Interviewing Skills & Advocacy/Oral Presentation Skills' in November 2019 while I was preparing for the QLTS OSCE. Neeta is a highly knowledgeable and professional coach and her training greatly assisted me with applying my existing knowledge to the practical OSCE assessments. The workshop was kept to a small number of people so we were all able to participate in practice interviews and advocacy while pinpointing areas of improvement. If you are preparing for the OSCE (or incoming SQE) I highly recommend coaching from Neeta.'

Emma Kemp, in-house lawyer, Allen & Overy (Qualified in New Zealand)

'Having Neeta as my coach was the best choice I made with respect to my OSCE preparation. She possesses a profound knowledge of the material and guided me step-by-step to the demanding OSCE test. Neeta was the one person who made me feel safe and confident for the exams.'

Stavros Michalopoulos, Associate, Cleary Gottlieb Steen & Hamilton (Qualified in Greece)

'Passing the OSCE exams is no small task, but I am grateful to Neeta and her expertise in helping me find success. Neeta is an experienced solicitor and helped me prepare for the OSCE. She not only gave me useful tips, but also helped me in feeling confident that I can perform the tasks that the OSCE requires. I think Neeta is a primary reason I passed. Thanks Neeta!'

Carolyn K. Van den Daelen, Intercontinental Exchange, Inc. (Qualified in Illinois, US)

'Neeta is a great coach. Her 1 to 1 training sessions helped me pass the OSCE exam. She gave me numerous practical tips. She was professional, encouraging and a real pleasure to work with. I recommend her without reservations.'

Alvaro Nistal, Counsel, Volterra Fiette (Qualified in Spain)

'I would highly and warmly recommend Neeta as a QLTS coach and trainer in general. She is very professional, available and adaptive to your personality and needs. She combines excellent legal and interpersonal skills. The day we spent prepping together at my workplace was key to my success in the OSCE part of the QLTS. Thanks, Neeta!'

Elena Faloutsou, Associate, Decherts LLP, (Qualified in Greece)

'Neeta is truly amazing! When preparing for the OSCE examination for the QLTS I had anxiety around the presentation and client interview aspects, which I felt I had not focused on, nor practiced enough for. Neeta guided me through these challenges and gave me practical tips which ended up helping me immensely during the exam itself. And I ended up passing the OSCE on the first try!! I would very much recommend Neeta's services, especially if, like me, you are concerned about the oral aspects of the OSCE assessment.'

Avishai Ostrin, Associate, Asserson, (Qualified in Israel)

'I took OSCE for the first time in May 2019 and passed it. I made the wise decision and had the pleasure to work with Neeta in a few individual interview and advocacy sessions. Neeta is very patient, encouraging and positive and at the same time very efficient in pointing out areas where I could make improvements. I felt that after each session I grasped new ways in which I could gain additional points. Studying for the exam was a stressful process and I really appreciate the help and support Neeta gave me. I would highly recommend her to anyone who plans to take the exam.'

Lin Jacobsen, Lawyer, Ogier, (Qualified in NY, US)

'Neeta coached me for the England & Wales foreign lawyer qualification exams (QLTS). The only thing better than Neeta's videos that are a must watch for anyone attempting the QLTS is Neeta herself! I ended up working with Neeta very, very close to the time of my assessments and I am grateful that she made the time for me and was such an excellent coach. I highly recommend her.'

Suraj Sajjani, Associate, King & Wood Mallesons (Qualified in Hong Kong)

'Neeta is a dedicated professional with an intuitive ability to get her clients to perform at their best. It was a pleasure to work with her and would highly recommend her!'

Daniel Mwhia Mburu, Advocate, (Qualified in Kenya)

'Neeta coached me for the Qualified Lawyers Transfer Scheme OSCE Interviewing and Advocacy. She is very hand-on and professional. Neeta has boosted my scores by providing constructive feedback, practical tips and sharing her wealth of knowledge and experience. I cannot recommend her highly enough.'

Anna Sukhanova, Director, Y&YSV Limited (Qualified in New York (US) and Russia)

Continued ...

'I found the 1-1 coaching session with Neeta for the OSCE exam very helpful. She helps you perfect your oral representation/advocacy/client interview skills by showing little tricks. Neeta adapts her session to your needs and pace...and helpful to have a face to face session with her to double-check my understanding on certain points of the exam. I recommend taking her coaching session to all the candidates to increase their success rate in this exam.'

Asli Guner Paul, Legal Director, Lightsource BP, (Qualified in Turkey)

'Neeta was completely invested in my training which was fantastic. I could see that she really cares and wanted to ensure that I was thoroughly prepared and comfortable with the assessment. I would highly recommend Neeta to anyone who wants to get a clear understanding of what to expect and how to prepare for the OSCE assessments.'

Reghard Smith, Associate, (Qualified in South Africa)

'Neeta's approach was very practical and helped me to establish a structure for each of the modules. Also, we reflected together on my strengths and weaknesses, which helped to build more confidence. It was exactly what I needed at the time. And apart from her coaching qualities, Neeta has a very warm and generous personality, which she engages to help bring out the best in anyone she is working with. Therefore, I highly recommend Neeta!!'

Michiel René van'Landt, Lawyer, (Qualified in Netherlands)

'Neeta is a wonderful coach and a very highly motivated lawyer. She has great work ethics as well. Thank you for your help Neeta!'

Nila Gibb, Compliance Advisor, BP (Qualified in Indonesia)

'Neeta is a great coach...and Neeta is excellent in encouraging candidates to improve their skills for the assessments and also undertakes participative feedback which is highly useful. I would recommend anyone interested in improving their skills to take training sessions with Neeta.'

Riya Kaul, Lawyer, (Qualified in India)

'Thanks for all your help and advice in the workshop and follow up coaching session, Neeta. The preparation with you had helped me to follow through with the assessments with more confidence...and putting theory to practise. You had put to me a few times that I should throw in a smile here and there and show I am still in the room as a person. I remembered this during the exams, and am sure to have benefitted from it.'

Anonymous, Lawyer, Siemens, (Qualified in Germany)

'Neeta's coaching support was fantastic and invaluable in helping me prepare for the QLTS OSCE! Thank you Neeta!'

Nikhil Ullal, Associate Director, Deloitte Legal (Qualified in New Zealand)

Continued ...

France ... China ... Russia ... Hong Kong ... New Zealand ... South Africa ... Poland ... US ...

'Neeta's powerful coaching skills, practical tips and individualized teaching approach helped me greatly with sitting the oral assessments in OSCE with a high level of confidence. She manages to turn a highly intense day into an enjoyable and interactive learning experience. I highly recommend training with her!'

Duygu Tanisik, Head of Legal, Limejump (Qualified in Turkey)

'One of the reasons I did so well this time round is because of your training session. I think this really helped me feel more confident and prepared.'

Anonymous, Lawyer, Hill Dickinson, (Qualified in France)

'I cannot recommend Neeta highly enough! I have never met a coach so committed to getting the right results for her students and being there as a sounding board for a very isolated (and often underestimated) process. Neeta provided me with the right tools to pass the OSCE the first time and I would not hesitate to recommend her to anyone taking on this challenge! Thank you doesn't truly convey how grateful I am for Neeta's coaching.'

Sarah Melaney, Senior Associate, Baker Botts, (Qualified in Scotland)

'Professional, encouraging and effective.'

Samantha Groffman, Senior Legal Counsel, Travelodge Hotels (Qualified in China & US)

OSCE 1 went particularly well for me and I think I owe a great deal to our coaching: It helped me put the right focus on skills (presentation/interviewing). To be very honest, even though I had done a number of mock exams before our coaching session, I didn't really know much about what to expect at the OSCE 1 and didn't realize how important demonstrating lawyers' skills would be. I also very much liked your positive and comforting approach, it helped me go into the exam much more confidently and confidence was what I needed most!'

Anonymous, Partner, Freshfields, (Qualified in Germany)

'Neeta's training helped to focus my studies for the OSCE 1 part of the QLTS conversion program. She provided me with confidence and structure for the exams. ... her help was invaluable and I would highly recommend her.'

Michelle, A Big Four Accounting Firm, (Qualified in Australia)

'Neeta is a superb coach. She tailored the workshop to my needs and provided me with tangible added value. The various techniques shared with me were key to feel better prepared for the oral assessments. Her coaching clearly made a difference. Not only that, she was a pleasure to work with! I would highly recommend Neeta.'

Mariano Soto Gajardo, Founder, Trancura Legal (Qualified in Chile and New York(US))

Continued ...

"Neeta is a very experienced and professional coach. I highly recommend using Neeta's services. I had an individual coaching session with Neeta when preparing for the QLTS OSCE Exams. I found her coaching extremely helpful. My day-to-day work does not require advocacy, and presentations are rare. It was easy for me to underestimate the challenges of those assessments, especially in a constrained setting of the actual exams. This is where the session with Neeta proved to be extremely valuable. She provided tailored advice, pointing out my flaws and areas for my improvement. She also gave me handy tips and hacks that helped to feel in control and confident at the exam.'

Taras Stadniichuk, Lawyer, Clifford Chance (Qualified in Ukraine)

'I attended a group class taught by Neeta in preparation for the OSCE just a week before my OSCE examinations. Before the class, I had only studied the law being tested on the exam, and was extremely nervous and unsure as to how to approach the skills based areas being tested. Neeta's group class was extremely helpful - she has a no nonsense, marking rubric-based approach to ensure that you tick all the right boxes in The exam. Most importantly, it gave me the peace of mind as well as the confidence boost I needed to walk into the exam room and know what exactly to expect.'

Amanda Yim, Associate, Linklaters (Qualified in Singapore)

'My 1:1 coaching session with Neeta in preparation for the OSCE 1 was invaluable. Neeta gave me the confidence I needed before the exams. She provided excellent resources and advice on how to better engage and communicate with clients and prepare for advocacy. The coaching she provided has helped me with my exams, but beyond that it will, without a doubt, help me in my career.'

Gabriela Roque, Senior Associate, Watson, Farley & Williams (Qualified in Brazil)

'Neeta is a great and skilful coach. I had a face to face session in London to prepare for the oral presentation and client interviewing modules of the OSCE exam. We discussed the challenges that I would be facing and I learned crucial tips for the exam day. The session was obviously very intense but also amusing, which makes it even more great. I definitely recommend Neeta if you are planning to prepare for the OSCE or a similar exam.'

Oriol Espar, In-house Counsel, CaixaBank (Qualified in Spain)

'OSCE 1 went particularly well for me and I think I owe a great deal to our coaching: It helped me put the right focus on skills (presentation/interviewing). To be very honest, even though I had done a number of mock exams before our coaching session, I didn't really know much about what to expect at the OSCE 1 and didn't realize how important demonstrating lawyers' skills would be. I also very much liked your positive and comforting approach, it helped me go into the exam much more confidently and confidence was what I needed most!'

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