

Excellence in Report Writing

"Removes all fear of what to document"
Fiona Murphy, Assistant Director of Nursing, St. James Hospital



A one-day course designed to provide all professionals who are required to write reports with the necessary knowledge and skills to prepare their reports to best practice standards.

Course Outline

This one-day course examines the role and duties of an Expert Witness, with reference to the new High Court procedure. It will assist delegates to understand what is required from reports. They will consider the content of reports by considering the source and weight of evidence to be included and learning to distinguish between facts, inference and opinion. They will also consider the style and format of reports by reference to a model format for reports. The samples and models can be adapted to suit the field and context that is required.

Delegates bring a copy of a report from a completed case in court ready condition and receive feedback from an experienced lawyer trainer and from the other delegates.

Who and Why?

Often reports are written in a format or style that makes them difficult to read so that their impact is lost. Many reports fail to identify and deal with the issues in the case and fail to coherently and credibly provide the witness' factual evidence.

Excellence in report writing allows both new and experienced report writers to look at what lawyers and the courts want from experts' reports.

Key Learning Points

- *How to identify the issues and the facts, and the source and weight of those facts*
- *Appropriate layout, format and style*
- *Expressing an opinion on the issues*
- *Pitching the language of the report at the right level*
- *Dealing with exhibits, photos, digital evidence and other graphics*
- *Developing an objective and critical eye in relation to your report writing*

Course Logistics

La Touche Training regularly delivers this training in-house for organisations throughout the country.

Please call Adrian Kiernan at
01 879 2106 or email
akiernan@latouchetraining.ie
to book or discuss training

Excellence in Report Writing

“Very informative and exceeded my expectations. Very friendly and kept my attention all day”

Senior Prosthetist, Blackrock

“An excellent day. One of the best uses of a day’s training in a long time”

Digital Forensic Consultant



A selection of our clients includes:

Commercial

- AIB
- AON Risk Management
- Arup Engineers
- Bank of Ireland
- Coca-Cola
- DELL
- eBay
- Eircom
- Eli Lilly
- ESB
- FAS
- Google
- Institute of Chartered Accountants of Ireland
- Institute of Engineers of Ireland
- PayPal
- PM Group
- RPS Consulting Engineers
- Tesco

Medico-Legal

- Armstrong Health Professionals
- Beaumont Hospital
- Central Mental Hospital
- Enable Ireland
- Galway University Hospital
- Kerry General hospital
- Limerick Regional Hospital
- Mater Misericordiae University Hospital
- Merlin Park Hospital
- Midland Regional Hospital
- Our Lady of Lourdes Hospital
- St. James's Hospital
- St. John of God Hospitalier
- Sunbeam House Services

Government Departments & Regulatory Bodies

- Commission for Energy Regulation
- Companies Registration Office
- Competition Authority
- Comreg
- Department of Agriculture & Food
- Department of Defence
- Department of Education & Science
- Department of Enterprise, Trade & Employment
- Department of Environment
- Department of Foreign Affairs
- Department of Health
- Irish Naval Service
- Medical Council
- National Parks & Wildlife Service
- Nursing & Midwifery Board
- Private Security Authority
- Revenue Inspectors

All Local Authorities
All HSE Areas

About La Touche Training

La Touche Training is Ireland’s leading legal training company. We provide practical legal training courses for professionals whose role involves interaction with the Irish legal system.

Our course designers and team of lawyers have unparalleled experience in providing high quality training that is tailored to your exact requirements. Since beginning our specialised programme in 1995 over 100,000 delegates have attended our high quality and innovative training programmes. Clients’ feedback is testimony to the success of our courses.