

# Contract Drafting & Negotiation

Weekly Schedule	
Week	Topics & Activities
1	Orientation: Course goals, Contract Act overview, assessment method, group assignments.
2	Workshop 1: Contract elements, legal obligations, essential clauses (e.g., consideration, breach, warranties).
3	Workshop 2: Drafting techniques, structure, clause formatting, legal language vs. plain English.
4	Drafting Presentations: Group 1_Sale of Goods Contract and Group 2_Employment Contract
5	Drafting Presentations: Group 3_Lease Agreement and Group 4_Sale of Land Contract
6	Drafting Presentations: Group 5_Memorandum of Understanding (MoU) and Group 6_Joint Venture Agreement
7	Peer Critique Workshop 1: Groups exchange contracts and provide structured written and verbal feedback.
8	Peer Critique Workshop 2: Focus on revised versions or selected sections with risk areas identified.
9	Risk Assessment Session: Analyze real and student-drafted contracts for legal risk, liability, and enforcement issues.
10	Negotiation Simulation 1: Group 1 vs. Counterparty and Group 2 vs. Counterparty
11	Negotiation Simulation 2: Group 3 vs. Counterparty and Group 4 vs. Counterparty
12	Negotiation Simulation 3: Group 5 vs. Counterparty and Group 6 vs. Counterparty
13	Remedy Simulation & Final Reflection: Breach scenario, legal notice drafting, submission of final compiled contracts + feedback session.

Group Assignments and Scenarios		
Group	Contract Type	Scenario
A	Sale of Goods Contract	A supplier sells 500 units of electronics to a retailer. Draft terms covering delivery, payment, warranties, and remedies for breach among others.
B	Employment Contract	A company hires a software engineer for 2 years. Include job duties, salary, confidentiality, probation, termination, and dispute resolution among others.
C	Lease Agreement	A landlord leases a commercial property to a retail shop for 5 years. Draft clauses on rent, repairs, subletting, and renewal among others.
D	Sale of Land Contract	A landowner agrees to sell a plot of land to a buyer. Include terms on title, inspection, payment, transfer, and dispute settlement among others.
E	Memorandum of Understanding (MoU)	Two NGOs agree to collaborate on a community development project. Draft an MoU on objectives, roles, funding, IP, and dispute resolution among others.
F	Joint Venture Agreement (JVA)	Two companies agree to form a joint venture to manufacture organic food. Include clauses on capital contribution, management, profit sharing, confidentiality, duration, and dispute resolution among others.