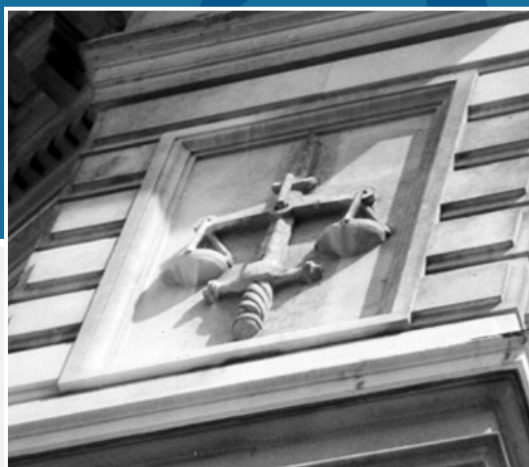




National  
Training Awards  
2004  
Highly Commended

# The Cardiff University Law School Bond Solon Expert Witness Certificate

The first University certified training for expert witnesses



***"We prefer to instruct experts who have been formally trained to be experts. Training can make the difference in our choice between two experts with similar experience and expertise."***

*- Toby Graham, Taylor Wessing*



**BOND SOLON**  
the legal training consultancy

**CARDIFF**  
UNIVERSITY  
**PRIFYSGOL**  
**CAERDYDD**

# Why the Expert Witness Certificate?

Courts and lawyers must know that expert witnesses understand their role, responsibilities and the basics of law and procedure. It is essential that expert witnesses also have the necessary competencies to produce an expert report that complies with court rules and that they are able to communicate their evidence effectively whilst withstanding the rigours of cross-examination.



- Lord Woolf, former Lord Chief Justice who was instrumental in the formation of the Civil Procedure Rules has stated "I would urge all experts to receive training from either Bond Solon or a similar organisation. I think you will find that it is critical that you do so."
- Many judges and professional bodies now recommend proper training.
- In part 6 of the Code of Guidance for Experts, solicitors appointing experts must ensure "the expert has the experience, expertise and training appropriate to the value, complexity and importance of the case."
- A survey found 83% of solicitors now expect expert witnesses to be trained in writing expert reports and in giving oral evidence.

The Cardiff University Law School Bond Solon Expert Witness Certificate provides a systematic way to reach the best practice standard. It helps to ensure that experts reach the required level of competency and knowledge, with modules tested and verified independently.

## What does the Expert Witness Certificate consist of?

Experts must attend 5 days training at a pace to suit themselves within a 2-year period. These training modules are:

- Module one: Excellence in Report Writing
- Module two: Courtroom Skills
- Module three: Cross-Examination
- Module four: Law and Procedure One
- Module five: Law and Procedure Two

Training is held in both London and Manchester.

Delegates are then assessed by Cardiff University Law School in three parts:

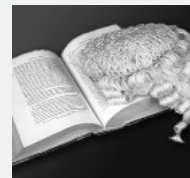
- Unit one: Assessment of an expert witness report
- Unit two: Review of performance under cross-examination videoed in Module three
- Unit three: Multiple choice examination on law and procedure

## Continuing Professional Development

Experts are expected to attend further training after obtaining their Expert Witness Certificate in order to ensure their knowledge and skills are current. They must therefore attend one Expert Witness related course every two years.

## Features of the Expert Witness Certificate:

- All modules taught by experienced lawyers
- Can be completed at the expert's own pace
- Covers all the necessary skills and knowledge
- High quality training material and delivery
- Independent assessment of the expert's work
- Pass/fail
- Regular courses
- The credibility of a university assessed certificate



## Benefits of the Expert Witness Certificate:

- Ensures compliance and best practice standards
- Ensures the expert has the necessary knowledge of relevant legislation, procedures and practice
- Raises the profile of the expert
- Improves the quality of the expert's work
- All the major expert witness directories will mention the certificate for experts listed
- Instils confidence
- Keeps the expert up to date on new areas of legislation
- Reduces risk

"An excellent and enjoyable course, especially when meeting colleagues and experts from a wide variety of professions."

"Essential to anyone giving evidence as an expert witness."

"The trainers were extremely knowledgeable and made every effort to encourage and develop existing skills"

# Questions and Answers

## What training do I have to do?

You will need to attend all five training modules as set out in this brochure. Your trainer for each day will complete a certificate of attendance for submission to Cardiff University.

## Do I have to take the modules in a particular order?

You may take the modules in the order you wish, although Module two (Courtroom Skills) must precede Module three (Cross Examination) and Module four (Law and Procedure One) must precede Module five (Law and Procedure Two).

## Can I take the Expert Witness Certificate Programme in house?

Many organisations want to have their staff trained together in house. The advantages of doing this are:

- The organisation builds up a team "brand"
- This training can be used as an opportunity to ensure a best practice standard throughout the organisation
- It is possible to take all five modules in a week or spread over two years

## Do I get credit for having attended previous expert witness training programmes?

You may only claim credit for attending the Bond Solon Courtroom Skills and the Excellence in Report Writing courses if you have taken them within the two years prior to the first day of certificated training. This means you will not have to attend modules one or two of the certificated programme. You must still, however, submit a report for assessment as part of your overall assessment. You will receive a financial credit as set out in the booking form, or you may opt to re-attend either training day at a reduced fee. You may also get credit for attending the Expert Witness Institute Basic Law course but you must still take modules four and five and the multiple choice examination.

## How long do I have to complete the training and examinations?

All five training days must be completed and three units of assessment material submitted within two years of your first day of certificated training. The period may be extended in exceptional circumstances at the entire discretion of Cardiff University Law School.

## What reading do I need to do?

After registration you will be given a list of books to read and websites to visit. You will be expected to read the material to gain maximum benefit from the programme.

**Any more questions? Please contact Bond Solon on 020 7253 7053 or email [info@bondsolon.com](mailto:info@bondsolon.com)**



### Cost

Details of current costs and dates are on the booking form. The full fee is payable at the time of registration or as agreed with Bond Solon. The fee covers all five training modules, the three units of assessment, all course material and the Cardiff University accreditation fee. It does not cover the cost of books on the reading list.

### Discounts

If you are a member of a professional body, you may be entitled to a discount on the fee. You should contact your professional body direct to obtain details.

### Venue and Dates

Details of current dates and venues are on the booking form, or please contact Bond Solon for further information.

### Registration

Registration is easy. Just complete the booking form and fax or post it to Bond Solon. You will then be assigned a candidate number to ensure anonymity for assessment purposes and your registration will be sent to Cardiff University.

"I found the course to be informative, interesting and stimulating"

"The trainers were all excellent and there is no doubt that I have benefited greatly from the course"

"The content and format was excellent and highly interesting and appropriate"

# The Assessment Process

## Unit One

### Assessment of your expert witness report

You can complete the writing of your expert witness report in your own time. You are required to submit two copies in court-ready condition including any photographs, plans etc. You will need to enclose a cover sheet showing the date of submission and your candidate number. The documents should be sent direct to Cardiff University Law School.

## Unit Two

### Review of your performance under cross-examination

A video of your performance will be made during module three of the training programme. Your trainer will put your candidate number on the video and send it to Cardiff University Law School for assessment. The trainer will also send a copy of the report referred to in the video. This report may be the same as for Unit One.

## Unit Three

### Multiple choice examination on law and procedure

The multiple-choice examination is sat under examination conditions during Module five.

## Who assesses the training itself?

Cardiff University Law School is responsible for ensuring the training you receive is to a high standard and will assess the training delivered regularly.

## What assessment is there of my work?

Cardiff University Law School will assess your knowledge and skills in three units as set out in this brochure i.e. your expert witness report, videoed cross-examination and multiple choice examination.

## What happens if I fail any of the three units for assessment?

You will have the opportunity to resubmit work subject to the payment of an additional fee. In addition, Cardiff University Law School has an appeal process.

## How will I know if I have passed?

Cardiff University will mark and review the three units for assessment and providing a pass standard is reached in all three elements of assessment, they will issue your Expert Witness Certificate which will be sent to you. A record of your successful pass will also be kept at Cardiff.

## About Cardiff University



Cardiff University is recognised in independent Government assessments as one of Britain's leading research and teaching universities. Since its establishment by Royal Charter in 1883, it has earned an international reputation for the quality of its work and was short listed for the *Sunday Times* University of the Year Award 2003. Cardiff University is a member of the Russell Group of Research Intensive Universities.

Cardiff University Law School is a large, well-resourced centre of excellence. In both the 1996 and 2002 Research Assessment Exercises, Cardiff Law School was graded '5', confirming the school's reputation for quality research.

The Expert Witness Certificate is assessed by the Centre for Professional Legal Studies, which is part of Cardiff Law School. The Centre was established in 1992, with the aim of delivering state-of-the-art vocational training to the legal profession. In addition to the Expert Witness Certificate, the Centre also delivers the Legal Practice Course, Bar Vocational Course, Police Station Representatives Accreditation Scheme and Criminal Litigation (Duty Solicitor) Accreditation Scheme. All of the Centre's staff are qualified as either solicitors or barristers, ensuring the highest standards of assessment for candidates undertaking the Expert Witness Certificate.

Visit Cardiff University at [www.law.cardiff.ac.uk](http://www.law.cardiff.ac.uk)

## About Bond Solon



Bond Solon is the UK's leading witness and evidence training company specialising in training non-lawyers in legal matters.

Bond Solon was established in 1992 and since then has trained in excess of 150,000 delegates on its training programmes. Bond Solon has been at the forefront of improving the standards of expert witnesses.

All Bond Solon trainers are solicitors and barristers who have been trained to ensure they deliver programmes of the highest standard.

Visit Bond Solon at [www.bondsolon.com](http://www.bondsolon.com)

**For further information about this or any other expert witness training please contact Bond Solon**

**phone: 020 7253 7053 fax: 020 7253 7051**

**email: [info@bondsolon.com](mailto:info@bondsolon.com)**