

## Lexcel – an Introduction

### Who is this workshop for?

This is an introductory workshop, designed to provide a basic understanding of the Law Society's Lexcel Standard for those new to the Standard or those who wish to refresh their knowledge and skills. The workshop is appropriate for large and small practices and in-house legal departments.

### What will I learn?

By the end of the workshop, you will be able to:

- \* Appreciate the ethos behind Lexcel and what the Standard aims to achieve
- \* Understand the requirements of the Standard
- \* Access the support available
- \* Appreciate the benefits of implementing Lexcel within your own Practice or legal department
- \* Begin the implementation process

### When & where?

- \* Tuesday, 25th May 2010
- \* 9.00am – 4.30pm
- \* WMQC Coventry

**Cost:** £175 + VAT for accredited practices  
£210 + VAT for non-accredited practices

**This course is eligible for Law Society CPD Points: 6.5**

For **booking instructions**, please see over-leaf.



**WMQC** is an independent organisation dedicated to creating exceptional value for customers, partners and employees. We support private and public sector organisations to achieve performance improvements through the use of national and international standards, qualifications, business and human resources consultancy, management development programmes and flexible training solutions.

Whether your objective is operational or strategic, WMQC can provide advice, guidance, support and a flexible solution that will help your organisation work towards achievable performance improvements.

To book a place on one of our workshops or to enquire about the services we provide, please visit our website:

[www.wmqc.co.uk](http://www.wmqc.co.uk)

For further information on the Lexcel Standard visit:

[www.wmqclexcel.co.uk](http://www.wmqclexcel.co.uk)

**If you are unable to access the web option or experience difficulties, please telephone Louise Walker on 02476 561507 to arrange an alternative booking method.**

**Invoices will be raised for all workshops unless a cheque payment is your preference. If you would like to pay by cheque, please advise Louise Walker.**

***We are unable to accept credit card payments at present.***

#### **Cancellation policy:**

All cancellation notifications must be made in writing.

- \* When cancellations are received 10 working days or more prior to the course date, a 50% cancellation fee will be charged.
- \* If a booking is cancelled less than 10 working days prior to the start of the course, the full course fee must be paid.
- \* If the delegate fails to attend, the full course fee must be paid.

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**Lexcel**  
Licensed Assessment Body  
The Law Society