

NEW JERSEY INSTITUTE FOR CONTINUING LEGAL EDUCATION

The non-profit, continuing education service of the
NEW JERSEY STATE BAR ASSOCIATION
SETON HALL UNIVERSITY
RUTGERS—THE STATE UNIVERSITY OF NEW JERSEY



August 22, 1997

Douglas B. Hanna, Esq.
2517 Route 35
Box 217
Manasquan, New Jersey 08736

Dear Douglas:

Thank you very much for agreeing to serve as an instructor for the Skills and Methods Course Fall 1997 seminar on the topic of New Jersey Civil Trial Practice. As you know, ICLE administers the program on behalf of the New Jersey Supreme Court and relies upon the support of distinguished practitioners like yourself, to make the series of mandatory lectures genuinely worthwhile for the students. These lectures are our opportunity both to acculturate an entire new class of novice attorneys into New Jersey practice and to present you, the lecturer, as a role model for them to emulate. Your lecture presentation will form a lasting impression upon these novice attorneys about you and what you represent, the best among those members of the New Jersey Bar practicing in your area of expertise.

You will be joined by the Honorable James D. Clyne, P.J.Civ. (908) 929-4702 (Toms River) and Harrison J. Gordon, Esq., (201) 736-0094 Gordon & Gordon (West Orange) on Monday, October 6 and Tuesday, October 7, 1997 from 6:30 p.m. to 9:30 p.m on a three person lecture panel at the New Jersey Law Center located in New Brunswick.

Enclosed please find an instructor's packet which includes the following:

1. Skills faculty instructions;
2. Lecture outline;
3. Exercise materials;
4. Map or directions of lecture site;
5. Practical Skills Series textbook;
6. Business and Expense report form, and
7. Stamped, self-addressed return envelope.

Please complete and return the business expense report form. In grateful appreciation of your teaching services, you may choose to receive complimentary ICLE publications or to attend complimentary ICLE seminars. Regardless of which option you select, you are entitled to reimbursement for any out-of-pocket expenses, such as mileage, parking fees, tolls, and so forth.

Please be sure to familiarize yourself with the practice exercise prior to the lecture. You should spend at least half an hour (preferably toward the end of the last evening of the lecture) reviewing the homework practice exercises and explaining those concepts the students need to learn in order to complete the practice exercise. You should not, however, do the students' work for them by giving out any specific answers to the problem posed in the practice exercises.

ICLE must prepare new exercises for every cycle of the Skills and Methods Course. Actual case files serve as the models for these exercises (names are, of course, changed). If you have any files or ideas that you feel could be used as the basis of practice exercises, please send them to me. Your contributions of materials and ideas will greatly enrich the quality of the program. Likewise, if you have any suggestions about improving the student textbooks or lecture outlines, please let me know. The lecture outlines are skeletal guides. I would very much appreciate hearing your input about how to make them more tailored toward acculturating novice attorneys into the particular subject area of New Jersey practice in which you will be teaching.

Once again, thank you very much for your participation in the Skills and Methods Course.

Very truly yours,



Joseph J. Hogya, Esq.
Skills and Methods Course Director &
Assistant Executive Director

JJH/sam
enclosures