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| **T Level Technical Qualification in Legal** | |
| **Core Component: Employer Set Project** | Level  3  Total Marks  12  Controlled time  1  hour  45  minutes |
| This booklet contains material for the completion of the set task under supervised conditions.  This booklet is specific to each series and this material must only be issued to students who have been entered to undertake the task in the relevant series.  This booklet must be kept securely until the start of the timetabled assessment. |

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| **Task 4a and Task 4b: Collaborate with colleagues and third parties to  solve a problem** |
| Task 4a must completed before Task 4b, once Task 4b has started no further changes will then be permitted to Task 4a  Paper Reference PXXXXXA |

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| **Instructions for students for Task 4a and 4b** |

The task must be undertaken at the time and date specified by Pearson.

The task must be completed under supervised conditions.

You are not permitted access to the internet during this task.

Your work and any material provided must be kept securely at all times.

**Overview of Task 4a and Task 4b**

**You should read the complete scenario and task before attempting to answer.**

You have **1 hour and 45 minutes** to complete this task.

This task is worth 12 marks.

You will receive an extra **15 minutes** at the end of Task 4a and Task 4b to complete the Project Monitoring Record.

You must plan your time to complete the task.

**Student resources:**

* PC with word processing and spreadsheet software
* Electronic version of the Project Monitoring Record.

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| **Set Task Brief for Task 4 and Task 4b** |

**Project scenario**

In your role as a trainee at MMP Solicitors, you and other colleagues have been shadowing your line manager in meetings with clients.

Your line manager has recently been instructed by Georgia Lister, who is bringing an action against Ryan Gordon in connection with the purchase of a classic car.

In the initial meeting with Georgia attended by yourself and another trainee, she described the following situation.

* Georgia is a collector of classic cars.
* Ryan had a 1970 Porsche 911 for sale for £110,000 which Georgia wanted to purchase in order to add to her collection.
* Ryan and Georgia agreed a sale and Georgia paid a £2000 deposit, with the rest of the money payable when she collected the car.
* On the day before Georgia was due to collect the car vandals got into Ryan’s garage, which he had left unlocked, and vandalised the car.
* Ryan informed Georgia that he would no longer be able to sell the car to her and that he would be unable to return the deposit to her as she had already paid this.

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| **Task 4a** |

You have 40 minutes to complete Task 4a.

* 20 minutes for **Team Planning**
* 20 minutes for **Individual Write-Up of the plan**.

The invigilator will inform you when the time is finished for each part of the task.

**Task 4a**

Georgia has asked for an update on her potential case within 8 weeks. Your line manager has asked you to produce case notes. In preparation for this you and the other trainee who attended the initial meeting have been asked to prepare a plan for gathering further information in relation to Georgia’s situation.

This information will be used by your line manager in their future communication with Georgia.

**Team Planning**

As a team, you must work together to plan:

* what further information will need to be gathered in order to assist Georgia in her case
* where you will gather the information from
* what particular difficulties may arise in gathering any of this information.

You **must** take notes at this Team Planning stage to assist you in the Individual Write-Up of the plan.

**Individual Write-Up of the plan**

You will be given **20 minutes** for your Individual Write-up of the plan covering all the points required within it.

**You will not be able to communicate to other team members when writing up your plan.**

The invigilator will tell you when the time has finished.

Use a PC with Word processing software and the notes you produced in the Team Planning stage to write-up your team’s plan.

*(3 marks)*

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| **Task 4b** |

Now you have completed your plan you need to create case notes for Georgia’s file in order to inform your line manager as requested.

Your case notes should include:

* the relevant rules and legal principles relating to the law of frustration
* an assessment of the extent to which the contract between Georgia and Ryan may have become frustrated
* suggested outcomes with justification for each.

**Individual Write-Up of the case notes**

You will be given **50 minutes** for your Individual Write-up of the case notes covering all the points required within it.

You will not be able to communicate to other team members when writing up your case notes.

The invigilator will tell you when the time has finished.

Use a PC with Word processing software to write-up the case notes.

*(9 marks)*

***(12 marks in total)***

***(this includes 3 marks for the plan)***

**In this task you will demonstrate the following core skills:**

* CS2b Convey information clearly to legal audience
* CS3 Work collaboratively as a member of a team
* CS4 Apply an ethical approach to your work
* CS5 Demonstrate compliance with appropriate professional regulations.

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| **Outcomes for submission for Task 4a and Task 4b** |

Your Task 4a plan and Task 4b case notes must be placed into the secure folder provided by your centre/provider for your evidence of achievement and titled with the file names given below.

Plan

**Task 4a\_Plan\_[Registration number #]\_[surname]\_[first letter of first name]**

Case notes  
**Task 4b\_Casenotes\_[Registration number #]\_[surname]\_[first letter of first name]**

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| **Project Monitoring Record for Task 4a and Task 4b** |

At the end of Task 4a and Task 4b, you will be given **15 minutes** to fill in the Project Monitoring Record document to review how you have covered the core skills above. You must save the information you put in the Project Monitoring Record.

Your Project Monitoring Record for Task 4a and Task 4b will review:

* how well you conveyed information clearly to a legal audience
* how well you worked collaboratively as a member of a team
* how well you applied an ethical approach in your work
* how well you demonstrated compliance with appropriate professional regulations.

When you have updated the Project Monitoring Record, you must make sure you save the new information. The Project Monitoring Record will be used to support your completion of Task 6.

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| **T Level Technical Qualification in Legal** | |
| **Core Component: Employer Set Project** | Level  3  Total Marks  9  Controlled time  1 |
| This booklet contains material for the completion of the set task under supervised conditions.  This booklet is specific to each series and this material must only be issued to students who have been entered to undertake the task in the relevant series.  This booklet must be kept securely until the start of the timetabled assessment. |

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| **Task 4c: Collaborate with colleagues and third parties to solve  a problem** |
| Task 4c must not be handed to students until the completion of Task 4a and Task 4b.  No further changes will then be permitted to Task 4a and Task 4b once Task 4c has started.  Paper Reference PXXXXXA |

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| **Instructions for students for Task 4c** |

The task must be undertaken at the time and date specified by Pearson.

The task must be completed under supervised conditions.

You are not permitted access to the internet during this task.

Your work and any material provided must be kept securely at all times.

**Overview of Task 4c**

**You should read the complete scenario and task before attempting to answer.**

You have **45 minutes** to complete this task.

This task is worth 9 marks.

You will receive an extra **15 minutes** for the Project Monitoring Record for Task 4c.

You must plan your time to complete the task.

**Student resources:**

* PC with word processing software
* Electronic version of the letter template
* Electronic version of the Project Monitoring Record.

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| **Set Task Brief for Task 4c** |

**Repeat of scenario from Task 4a and 4b**

Your line manager has recently been instructed by Georgia Lister, who is bringing an action against Ryan Gordon in connection with the purchase of a classic car.

In the initial meeting with Georgia attended by yourself and another trainee, she described the following situation.

* Georgia is a collector of classic cars.
* Ryan had a 1970 Porsche 911 for sale for £110,000 which Georgia wanted to purchase in order to add to her collection.
* Ryan and Georgia agreed a sale and Georgia paid a £2000 deposit, with the rest of the money payable when she collected the car.
* On the day before Georgia was due to collect the car vandals got into Ryan’s garage, which he had left unlocked, and vandalised the car.
* Ryan informed Georgia that he would no longer be able to sell the car to her and that he would be unable to return the deposit to her as she had already paid this.

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| **Task 4c** |

Ryan has instructed a solicitor, who has sent a letter to MMP Solicitors stating that they wish to withhold the deposit on the basis of the following expenses:

* £200 for storage of the vehicle for the 12 days that occurred between handing over of the deposit and the vandalism of the car
* £200 administration fee, for processing the car and informing the relevant body of the change of keeper
* £200 to guarantee that any minor damage to the car that happens between the deposit and the final payment will be fixed
* £200 for cleaning and mechanical checks that were completed on the car

Use the letter template provided to draft a letter to Georgia that:

* considers how the points raised in Ryan’s solicitor’s letter about expenses incurred will impact on Georgia’s claim
* recommends and justifies what Georgia can do next.

Your letter will be used by your line manager to construct the correspondence with Georgia. **The line manager has reminded you that you must:** 

* ensure that the letter is well structured, clear and appropriate for a non-legal audience.

***(9 marks in total)***

***(This includes 3 marks for English)***

**In this task you will demonstrate the following core skills:**

* CS2a Convey information clearly to a non-legal audience
* CS4 Apply an ethical approach to your work
* CS5 Demonstrate compliance with appropriate professional regulations.

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| **Outcomes for submission for Task 4c** |

Your Task 4c letter must be placed into the secure folder provided by your centre/provider for your evidence of achievement and titled with the file names given below.

Letter

**Task 4c\_Letter\_[Registration number #]\_[surname]\_[first letter of first name]**

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| **Project Monitoring Record for Task 4c** |

At the end of Task 4c, you will be given **15 minutes** to fill in the Project Monitoring Record document to review how you have covered the core skills above. You must save the information you put in the Project Monitoring Record.

Your Project Monitoring Record for Task 4c will review:

* how well you conveyed information clearly to a non-legal audience
* how well you applied an ethical approach in your work
* how well you demonstrated compliance with appropriate professional regulations.

When you have updated the Project Monitoring Record, you must make sure you save the new information. The Project Monitoring Record will be used to support your completion of Task 6.