

# HIGH COURT OF JUDICATURE AT MADRAS

and

## TAMIL NADU STATE JUDICIAL ACADEMY

Training Programme for the  
Newly Appointed P.As. to Hon'ble Judges and P.As. to Registrars

11.05.2017 to 20.05.2017 at TNSJA Headquarters, Chennai

Date	10.00 a.m. – 01.00 p.m. (Tea Break: 11.30 – 11.45 a.m.)	1.00 - 2.00 p.m.	2.00 – 5.00 p.m. (Tea Break: 3.30 – 3.45 p.m.)
Thursday 11.05.2017	<b>10.00 – 10.15 a.m.</b> Scope and Object of the Programme <b>Hon'ble Mr. Justice T. S. Sivagnanam</b> Judge, High Court of Madras/Member, BOG, TNSJA	Lunch	Dictation and Transcription
	<b>10.15 – 01.00 p.m.</b> 1) General Legal Awareness 2) Duties and Responsibilities of PA's to Hon'ble Judges <b>Mr. V. Vijayan</b> , Former Registrar, High Court of Madras		
Friday 12.05.2017	Communication Skills <b>Mr. P.S. Vasudevan</b> , International Corporate Trainer	Lunch	Dictation and Transcription
Saturday 13.05.2017	Legal Language and Legal Terminology <b>Mr. P. Sakthivel</b> , Assistant Professor, The Tamilnadu Dr.Ambedkar Law University	Lunch	Dictation and Transcription
Sunday 14.05.2017	H O L I D A Y		
Monday 15.05.2017	Better Performance in English – I <b>Mr. M. Nagasubramanian</b> , Advocate, High Court of Madras	Lunch	Dictation and Transcription
Tuesday 16.05.2017	<b>10.00 – 10.15 a.m.</b> Scope and Object of the Programme <b>Hon'ble Mr. Justice M. M. Sundresh</b> Judge, High Court of Madras <b>Hon'ble Mr. Justice V. Bharathidasan</b> Judge, High Court of Madras	Lunch	Dictation and Transcription
	<b>10.15 – 01.00 p.m.</b> Interpersonal Skills and Time Management <b>Mr. P.S. Vasudevan</b> , International Corporate Trainer		
Wednesday 17.05.2017	Court Proceedings – Writ, Civil, Criminal and Original Jurisdictions <b>Mr. V. Jaisankar</b> , Joint Registrar (Protocol), High Court of Madras	Lunch	Dictation and Transcription
Thursday 18.05.2017	Better Performance in English – II <b>Mr. M. Nagasubramanian</b> , Advocate, High Court of Madras	Lunch	Dictation and Transcription
Friday 19.05.2017	Importance of Work Done Statement and Use of P.As. Section Software <b>Mr.V. Devanathan</b> , Registrar (Admn.), High Court of Madras	Lunch	Dictation and Transcription
Saturday 20.05.2017	Healthy Lifestyle <b>Mrs. R.Ramya</b> , Complementary and Alternative Medicine Practitioner	Lunch	Dictation and Transcription