

COURSE OUTLINE

Mediation Training

Equa.Law Mediation

MODULE/SESSION	AGENDA	Duration (Max time in mins)	Day	Time (IST)
Live session 1- Introduction	Orientation, Introductory session, Course description	120	1	9:00 AM-11:00 AM
Module 1 – ADR Introduction, History and Basic concepts	Chapters and exercises on History of Arbitration and Legal Framework for ADR.	30	1	11:00 AM-11:30 AM
Live Session 2- Introduction to ADR	Practically introducing the concept of ADR, its importance in the present times and history and legal framework of ADR.	120	1	11:30 AM-1:30 PM
Module 2- Mediation: Concepts & Theory	Chapters and exercises on Concept & Techniques of Mediation, what is Mediation, History of Mediation, Role of Legal Counsel in Mediation, Principles of Mediation.	30	1	2.00 PM-2:30 PM
Live Session 3- Mediation Techniques	Techniques of Mediation, Importance of Communication, Active listening, empathy, and rapport building.	120	1	2:30 PM-4:30 PM
Live Session 4	Doubt Clearing Session on basics of Mediation along with quick assessment	40	1	5:00 PM-5:40 PM
Live Session 5- Exercises	Role plays and exercises to enhance communication skills	120	2	9:00 AM-

				11:00 AM
Module 3- Negotiation in Mediation and Conflict theory	Chapters and presentations on Negotiation in Mediation (what is Negotiation, Importance of negotiation) and Conflict theory (rise of a conflict and conflict resolution)	30	2	11:00 AM-11:30 AM
Live Session 6- Negotiation- 1	Role play and exercises for better understanding of negotiation	120	2	11:30 AM-1:30 PM
Live session 7- Negotiation Strategies	Role play on Negotiation strategies	120	2	2:00 PM-4:00 PM
Live Session 8- ADR Case Studies	Chapters and exercises on case studies of various countries such as the United States of America, Germany, Netherlands and more.	120	2	4:30 PM-6:30 PM
Module 4- Cases suitable for Mediation and prominent Dispute Resolution Platforms	Chapters on different types of matters suitable for Mediation for example matrimonial disputes, consumer disputes, commercial disputes etc. Chapters and exercises on existing legal framework, internationally established Dispute resolution centers and institutions.	30	2	6.30PM - 07.00PM
Live Session 9- Exercises	Role plays and exercises involving different matters which may be resolved through Mediation	120	3	9:00 AM-11:00 AM
Live Session 10	Doubt clearing session on Module 4 along with quiz (Cases suitable for Mediation and prominent Dispute Resolution Platforms).	40	3	11:00 AM-11:40 AM

Module 5 - ADR clauses, Agreements & Templates	Chapters and exercises on Mediation clauses in various agreements and documents.	30	3	12.00 PM- 12:30 PM
Live Session 11- ADR clauses, Agreements & Templates	Discussion and doubt solving session for Module 5 (ADR clauses, Agreements & Templates)	60	3	12:30 PM- 1:30 PM
Module 6- Practical Applications of ODR	Chapters and exercises on Online Dispute Resolution which include advantages, disadvantages, comparison with In Person ADR process, recognition of problem and opportunity, confidentiality and protection mechanisms.	30	3	2.00 PM- 2:30 PM
Live Session 12- Practical Applications and Exercises	Understanding practical applications of ODR, doubt clearing and quick assessment	120	3	2:30 PM- 4:30 PM
Module 7- Ethics in Mediation	Chapters and exercises on ethics of an effective mediator and role of ethics in mediation.	30	3	5.00 PM- 5:30 PM
Live Session 13- Ethics in Mediation	Discussion, role play and exercises on ethics in mediation	120	4	9:00 AM- 11:00 AM
Module 9- Culture & Mediation	Chapters on relation between culture and mediation. What is cultural bias in mediation.	30	4	11:00 AM- 11:30 AM
Live Session 14- Culture & Mediation	Discussion and exercises on Culture & Mediation	120	4	11:30 AM-1:30 PM
Module 10- Acts & Rules	Chapters and exercises on various Acts and Rules applicable internationally such as the Singapore Convention on Mediation.	30	4	2:00 PM- 2:30 PM

Live Session 15- Acts & Rules	Discussion on Module 10 (Acts & Rules)	120	4	2:30 PM-4:30 PM
Module 11- Process of Mediation	Chapters and theory on the process of mediation.	30	4	4:30 PM-5:00 PM
Live Session 16- Process of Mediation	Discussion and presentation on the process of Mediation.	120	4	5:00 PM-7:00 PM
Live Session 17- Process of Mediation	Role play and exercises on process of mediation.	120	5	9:00 AM-11:00 AM
Module 12- Role of Stakeholders in Mediation	Chapters and presentations on role of stakeholders in Mediation, study of different perspectives of stakeholders in relation with human behavior and its effects on the process of Mediation.	30	5	11:00 AM-11:30 AM
Live session 18- Role of stakeholders in Mediation	Role play, exercises based on module 12 (Role of Stakeholders in Mediation)	120	5	11:30 AM-01:30 PM
Live Session 19- Mediation Role Plays	Mandatory mock role play sessions (for understanding the pre arrangements required in both in-person and online mediation)	120	5	2:00 PM-4:00 PM
Live session 20 - Equa.Law: Information & Opportunities	Live session on opportunities provided by Equa	40	5	4:00 PM-4:40 PM
Practical Assessment	Equa's qualifying role play practical assessment	60	5	5:00 PM-6:00 PM
Post-course assignment	Submission and video feedback		6	
Assignment & Qualifying test	Equa's qualifying theory assessment.		6	

NOTES

- The above outline shows that there shall be 16 sessions of 120 minutes each = 32 hours.
- There shall be 2 sessions of 60 minutes each= 2 hours
- There shall be 3 mandatory doubt clearing sessions of 40 minutes each= 2 hours
- This totals up to 36 hours of synchronous learning as directed by IMI.
- The remaining 4 hours is asynchronous learning as mentioned in the above course outline. The tentative time assigned for the asynchronous learning is around 4 to 5.30 hours as a few participants may require more time.
- Further, the post course assignment and qualifying test is additional which shall be completed by the participants after the training.