

More Effective Writing Makes More Effective Lawyers

Presented by Rick Horowitz, Prime Prose LLC

Register now at www.osbar.org/seminars (search for WR19)



Friday, April 12, 2019

9 a.m.–4:30 p.m.

Oregon State Bar Center

16037 SW Upper Boones Ferry Rd., Tigard

CLE credits: 6.25 General or Practical Skills

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Knowing the law is essential—but so is being able to communicate about it. Join writing coach and former attorney Rick Horowitz for a lively and practical session that will reintroduce you to your legal writing toolbox, including a few tools you didn't know were in there. Explore the fundamentals and critical details of creating clear, well-organized, persuasive legal documents. Briefs, memos, client letters, and daily correspondence will benefit from a deeper understanding of what goes into successful writing. Examine good (and not-so-good) writing to see what worked, what didn't, and why:

- What to include and what to leave out
- Using an outline—are there better options?
- Getting past blank-screen panic
- Balancing “complete” and “concise”
- Steering clear of grammar and usage potholes that undermine credibility

Register by 4/8/19 and save \$20.

LIVE EVENT



Early registration discount

Register by 4/8/19 and save \$20

- \$180 ONLD member
- \$240 OSB member
- \$250 Non-OSB member
- \$15 Box Lunch
- \$15 Print course materials
(Electronic materials are included with your registration.)

LIVE WEBCAST



Includes online access to recorded seminar for 60 days after the live event.

- \$180 ONLD member
- \$240 OSB member
- \$250 Non-OSB member



Questions or need help with registration?

Call the OSB CLE Service Center:

(503) 431-6413 or (800) 452-8260, ext. 413

50-Year and Active Pro Bono OSB members and Oregon judges and their lawyer staff — please call the OSB CLE Service Center at (503) 431-6413 or (800) 452-8260, ext. 413 to register for the live seminar.

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8:30 Registration

9:00 Session A

- When lawyers write, is there a problem?
- The writing you do before you start writing
- Situational writing

10:30 Break

10:45 Session B

- What's in, what's out? Complete vs. concise
- A couple of words about getting started
- Where do I put it? Organizing your document

12:15 Lunch

1:00 Session C

- How do I say it? Achieving clarity and brevity

2:30 Break

2:45 Session D

- How does it come across? Your writing's tone and voice
- Catching those errors to stay credible

4:15 Writing Wrap-Up

4:30 Adjourn

General Information

Cancellations: Cancellation requests must be received by the OSB CLE Service Center at least 72 hours prior to the date of the seminar to qualify for a refund. Refunds are subject to a \$25 cancellation fee.

Tuition Assistance: Email a request stating your financial situation to cle@osbar.org no later than one week before the seminar.

Dietary Restrictions or Accessibility Accommodations: Please call (503) 431-6326 or (800) 452-8260, ext. 326, at least 72 hours before the date of the seminar.



Rick Horowitz is the founder and Wordsmith-in-Chief of **Prime Prose, LLC**, offering writing, editing, and messaging services to institutions and organizations across the country. A graduate of Brandeis University and NYU School of Law, Horowitz worked for a Washington law firm, specializing in communications

law, and as a legislative assistant to a member of the congressional leadership. He went on to become a commentator for Milwaukee Public Television where he was nominated for eight Regional Emmy Awards and won two. As a nationally syndicated columnist he won two National Headliner Awards.

Rick's writing has been a popular monthly offering for the District of Columbia Bar since 2017, and he's presented workshops for bar associations in Boston, Memphis, and Louisville. Prior to that, he taught business writing at the University of Wisconsin-Milwaukee, and led dozens of workshops for journalism organizations and state and national press associations.

Here's what previous attendees said about Rick Horowitz's seminar:

"Rick Horowitz was excellent. He understands lawyer issues."

"Outstanding presentation. I would highly recommend this course to any attorney, no matter how many years in practice."

"Great course! Learned so much, very practical tips, and hope to implement in my practice."

"Tools that will be helpful for any type of legal writing."

"Great content, great teaching techniques/style, and a sense of humor to boot!"



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