BLOGS

Lawctopus' 3 Day Webinar on 'Legal Drafting Essentials: Contracts, Notices & Complaints' [April 28-30]: Register by April 10!

Adtiya Aryan · 09 Apr 2026

Sharpen your Legal Knowledge and enhance your Legal Drafting Skills with Lawctopus Law School' Webinar. Join us for a **3-day webinar** on **'To understand effective drafting and upgrade your skill set!'**

How will this Webinar Help You?

You will learn these important skills from industry experts: –

1. Understand the structure of a Contract
2. The key components and structure of a well-drafted plaint and complaint
3. How to apply procedural rules from the CPC and NI Act in real drafting work
4. Techniques to analyze and incorporate essential legal clauses effectively

LITIGATION LAB:

At the end of the session, you'll have an opportunity to register for our 1 Year Legal Drafting Course at a special scholarship and bonuses worth Rs. 27,000/- applicable only for the attendees of the workshop!

Click here to register for the webinar.

About Lawctopus Law School

Lawctopus Law School

Over **2500 students** have rated our courses and the average rating is **93.2/100**. Our online courses are 'warm' learning experiences!

Structure of the Webinar

Day 1: April 28, Tuesday: Learn Key Clauses of a NDA

7:00 PM – 7:10 PM

- Welcome and Introduction to the 3-Day Webinar
- Introduction to Lawctopus Law School

7:10 PM – 8:30 PM

- Understand the structure of a contract
- Learn 4 key clauses of a contract and implement in your career
- Discover the earning potential of drafting contracts

8:30 PM – 9:00 PM: Bonus Registration Opportunity

- Register for a 1-year long course on Legal Drafting with a scholarship of ₹21,000/-
- Get a free self-paced course on Online Dispute Resolution (worth ₹3,000/-)
- Get a free self-paced course on Contract Life-Cycle Management (worth ₹3,000/-)

Day 2: April 29: Wednesday: Drafting of a Legal Notice

7:00 PM – 7:10 PM

- Welcome and Introduction to the 3-Day Webinar
- Introduction to Lawctopus Law School

7:10 PM to 8:30 PM

- Structure of legal notice
- Mode of service
- Reply to legal notice
- Sample Exercise – Drafting Activity

8:30 PM – 9:00 PM: Bonus Registration Opportunity

- Register for a 1-year long course on Legal Drafting with a scholarship of ₹21,000/-

- Get a free self-paced course on Online Dispute Resolution (worth ₹3,000/-)
- Get a free self-paced course on Contract Life-Cycle Management (worth ₹3,000/-)

Day 3: April 30: Thursday: Drafting of Complaint u/s 138 of NI Act

7:00 PM – 7:10 PM

- Welcome and Introduction to the 3-Day Webinar
- Introduction to Lawctopus Law School

7:10 PM – 8:30 PM

- Understand the concept of legally enforceable debt
- Introduction to Demand Notice
- Drafting of a Complaint u/s 138 of NI Act [Practical Activity]

8:30 PM – 9:00 PM: Bonus Registration Opportunity

- Register for a 1-year long course on Legal Drafting with a scholarship of ₹21,000/-
- Get a free self-paced course on Online Dispute Resolution (worth ₹3,000/-)
- Get a free self-paced course on Contract Life-Cycle Management (worth ₹3,000/-)

List of Bonus Handouts

- Bonus Handout 1: Sample Draft of Notice
- Bonus Handout 2: Video Recording of the webinar
- Bonus Handout 3: Sample Draft of Complaint u/s 138 of NI Act
- Bonus Handout 4: List of important case laws on bail
- Bonus Handout 5: Operative Clauses

Who can Attend?

- Law Students willing to strengthen their legal writing skills for the future.
- Young Lawyers willing to build confidence in drafting legal notice.
- Paralegals who want to improve their efficiency in legal document preparation.

- Legal Educators wanting to enhance their ability to guide students in legal writing.
- Legal Enthusiasts willing to learn the essentials of legal drafting and referencing.

Date, Day, Time, Fees, and Certification

- Date: April 28-30
- Day: Tuesday – Thursday
- Time: 7 PM-9 PM on all days
- Platform: Zoom
- Registration Fee: Rs. 199/-

Click here to register for the webinar.

Faculty



Vishakha Girhe, Learning Manager at Lawctopus, has completed her graduation from Dr. Babasaheb Ambedkar College of Law, Nagpur (2015), and earned an LL.M. in Business Laws (Merit) in 2020. As an independent litigator, she has practiced at the Nagpur District Court and the High Court of Bombay Bench. Additionally, she has been invited as a panelist for debate competitions and mock interviews in various colleges.



Akanksha Mishra, CEO, LLS, Faculty, Contract Drafting

- Symbiosis Law School, Pune graduate, LLM Gold Medalist
- BW Legal World’s 30 under 30
- CEO of Lawctopus Law School
- Has taught 3000+ learners, rating of 96.5/100
- Independent litigator at the Bombay High Court, Nagpur Bench
- Corporate counsel for many start-ups and PSUs (BHEL, MyCaptain, Mastersoft ERP Solutions, etc.)

Click here to register for the webinar.

Why do we offer these scholarships during the webinar?

2 reasons

First

Second

courses@lawctopus.com

'Legal Drafting Webinar Bonus'

Click here to register for the webinar.