



**42<sup>nd</sup> Special Foundation Training Course for the Assistant Judges/Equivalent  
Judicial officers**

**Notification on the Assessment of the Modules and Marks Distribution**

The Course Curricula of this 42<sup>nd</sup> Special Foundation Training will be presented in the following modules and the trainees will be assessed in each module on the marks shown in the table below. Each participant is required to obtain at least 50% marks in each module for the successful completion of the Course.

Module No.	Name of the Module	Marks for the Module:
1-2	Written Examination (2 Monthly Exams.)	200
3	Oral Presentation	50
4	Statute Review	25
5	Discipline, Punctuality & Attendance	50
6	ICT, E-Governance & E-Judiciary	50
7	Review & Assessment of Judgments submitted by the participants	25
8	Preparation and Presentation of the Field Attachment Report	25
9	Language & Communication Skills	25
10	Book Review (on the Liberation War of Bangladesh)	25
11	Physical Exercise, Yoga & Sports	25
	<b>Total</b>	<b>500</b>

**Method of Evaluation:**

**A. Module 1-2: Substantive and Procedural laws, Judicial and Administrative Skills etc.  
(Marks=200)**

All the procedural and substantive laws, judicial skills, general matters of administration of justice, governance and policies will be instructed in a multidisciplinary approach under four different modules (**Please see the course brochure for contents of each modules**). In order to assess the learning outcome of the modules, participants have to sit for 2 (two) monthly written examinations during the whole course. The breakdown of the total 200 marks in the each monthly examination is 100X2=200. Generally participants are required to answer set of questions which are discussed in the substantive classes. Questions may be given in the form of case-problem that requires thoughtful judgments and decisions backed

by reasons. Answer sheets or papers are assessed by the high-valued internal and external examiner for the proper evaluation of the outcome of the programmes.

### **B. Module 3: Oral Presentation (Marks=50)**

This module is instructed in problem based learning method with a peer learning approach. Each participant will be given one case problem based on the facts of a reported case of the Supreme Court. The participants are asked to resolve the case problem through independent study and research. Thereafter, each participant is required to prepare a report for presenting the same before the Panel and the Participants. Time limit for presenting the case problem for each participant is 15 minutes only. Participants are assessed on the basis of the content of the report as well as on their mode of deliberations (**for details please see Article 6 of the Training Evaluation Guideline**).

### **C. Module-4: Statute Review (Marks=25)**

This module contains 30 statutes to be reviewed by the participants. To that end, each participant will be assigned with a particular statute to review it through independent study and prepare the review report within 3000 words. The report shall be submitted at least two days advance of its presentation as fixed in the Course Schedule. Each participant will be allocated 15 minutes for presenting the review report and 5 minutes for Questions Answer session. S/he will be assessed individually based on his/her level of participation, presentation skills, demonstration of critical thinking and reasoning. At the end of the presentation by each participant, the fellow participants as well as the Faculty Members/Resource Persons may ask relevant question for clarification or verify his/her depth of understanding concerning the statute (**for details please see Article 6 of the Training Evaluation Guideline**).

### **D. Module-5: Discipline, Punctuality & Attendance (Marks=50)**

Discipline, Punctuality and Attendance in the course activities with proper dress, etiquette and manner is must for every participant. To that end, the participants are provided with a guidelines to be followed in the class room, dormitory, games room, cafeteria and during the study visit as well as in the field attachment programme. Each participant is required to attend the classes and events timely and maintain highest level of punctuality and discipline while demonstrating active participation. Participants are assessed individually by their class attendance, dress, etiquette, manner and overall coordination and assistance in maintaining the ground rules of the training programme. In this connection, the Course Coordinators maintain separate file for taking various disciplinary actions as provided by the Training Evaluation Guideline.

#### **E. Module-6: ICT, E-Governance & E-Judiciary (Marks=50)**

This module seeks to impart basic IT knowledge and skills which are essential for digitalization of the courts. In the present context of digital advancement in all sectors of governance and judicial administration, computer composing and type writing in MS Word, Excel & Power Point is not enough. Now it is incumbent upon every judicial officer to take necessary measures for providing service at the door steps of the citizen. Accordingly, the general understanding of the National Web portal, Digital Content of Bangladesh, UDC, Multimedia Class Room, E-filing and E-Nothi management, IT and Digital Policy etc. are addressed in this module along with the related matters of E-Communication, Cyber Security and E-Judiciary. The participants are assessed in this module by four monthly practical tests under 50 marks.

#### **F. Module-7: Review & Assessment of Judgments submitted by the participants (Marks=25)**

This module aspires to improve the judgment writing skills of the participants which is a fundamental skill for a judge. In this module, the judgments written and submitted by the participants will be reviewed and assessed by our esteemed Resource Persons. The participants will be scored based on how well they have written the judgments. Special concentration shall be given on matters such as ability to write the summary of the case precisely, framing of issues/ points for determination, appraisal of evidences, reasons behind reaching the decision, skill of writing the order portion correctly and general cohesiveness and articulateness of the judgment.

#### **G. Module-8: Preparation and Presentation of the Field Attachment Report (Marks=25)**

Participants are divided into groups and sent to the Districts for visiting the District Courts and some important govt. offices, such as, Office of the Deputy Commissioner, Superintendent of Police, Civil Surgeon/Forensic Department of a Medical Hospital, Zonal Settlement Officer, District Registrar and Sub-registrar, AC (Land), Thana, Central Jail etc. During the field attachment, a faculty member of the institute accompanies the group and facilitates the learning with the active support and coordination of the concerned District Judge, Metropolitan Sessions Judge, Chief Judicial Magistrate and Chief Metropolitan Magistrate. At the end of the field attachment, each group is required to submit a report highlighting the learning outcome of the field attachment and present the same before the Panel. The report as well as their participation in preparing and presenting the report is taken into account for evaluating them in this module.

#### **H. Module-9: Language & Communication Skills (Marks=25)**

This module aims at developing communication skills of the judicial officers both in Bangla and English language for professional and academic purpose. Therefore, the module is expected to enable them to acquire grammatical and stylistic competence and to develop reasonable level of spoken and written ability in both English and Bangla language. They will also be introduced with the IELTS Skills, techniques of Public Speaking, Official Address, Debate and Extempore Speech etc. The participants will be


required to take active part in the practical sessions and sit for examinations/competitions to be evaluated in this module under 25 marks. They are also encouraged to develop their communication skills by actively participating in the Debate/Extempore Speech Competition and the Institute recognizes such effort with Award/Prize/certificate etc.

#### **I. Module-10: Book Review (on the Liberation War of Bangladesh) (Marks=25)**

The aim of this module is to develop the reading habits, observational power and analytical skills of the officers and also to introduce them with the form of literary criticism. Therefore, each of the participants will be given a specific book (Bangla or English) to review the same and prepare the review report within 3000 Words. In this module, specific session will be conducted on the art of reviewing literary books/autobiographies etc and the review reports will be assessed by the experts. They are also encouraged to develop their reading and analytical skills by actively participating in the Book Review activities which is also recognized with a good number of Award/Prize/certificate etc.

#### **J. Module-11: Physical Exercise, Yoga & Sports (Marks=25)**

All the participants are required to attend the physical exercise & Yoga session held in each morning at the JATI compound by a professional physical/yoga trainer. Participants are also advised to take benefit of the mini gymnasium and practice the indoor games available in the Institute. The Institute will arrange few competitive sport events, e.g., Badminton, Table Tennis, Carom and Chess etc. for both the male and female participants. At the end, they will be assessed in this module individually by their attendance, active participation, organization, support and demonstration of sporting ability and spirit in the physical exercise and events sessions.

  
11.10.2021  
(Md. Golam Kibria)  
(Senior District Judge)  
Director (Training)  
&  
Course Director  
42<sup>nd</sup> Special Foundation Training Course