



February 12, 2018

# DRAFTING PLEADINGS: A Guide for Paralegals

Chair: Nastaran Roushan, Barrister and Solicitor

February 26, 2018

9:00 a.m. to 12:00 p.m.

Total CPD Hours = 2 h + 30 m Substantive + 30 m Professionalism **P**

Law Society of Ontario  
Donald Lamont Learning Centre  
130 Queen St. W.  
Toronto, ON

SKU CLE18-00205

## Agenda

9:00 a.m. - 9:10 a.m.

### Welcome and Opening Remarks

Nastaran Roushan, Barrister and Solicitor

## Small Claims Court

9:10 a.m. - 9:40 a.m.

### Considering Your Client's Interests and The Elements of the Case

Moderator: Nastaran Roushan, Barrister and Solicitor

Panelists: Danielle Marks, *SmithValeriotte Law Firm LLP*

Cenobar Parker, *Pinto Wray James LLP*

Saba Zia, Senior Counsel, *Royal Bank of Canada*

9:40 a.m. - 10:10 a.m.      **Writing Clearly and Effectively – Examples for Success**

Moderator:      Nastaran Roushan, Barrister and Solicitor

Panelists:      Danielle Marks, *SmithValeriotte Law Firm LLP*

                         Cenobar Parker, *Pinto Wray James LLP*

                         Saba Zia, Senior Counsel, *Royal Bank of Canada*

10:10 a.m. - 10:15 a.m.      **Question and Answer Session**

10:15 a.m. - 10:30 a.m.      **Coffee and Networking Break**

### **Administrative Tribunals**

10:30 a.m. - 11:10 a.m.      **Tips for Success before Tribunals**

Moderator:      Nastaran Roushan, Barrister and Solicitor

Panelists:      Leigh Salsberg, Barrister and Solicitor

                         Preevanda Sapru, *Preevanda Sapru Law Office*

11:10 a.m. - 11:30 a.m.      **Writing Clearly and Effectively – Examples for Success**

Moderator:      Nastaran Roushan, Barrister and Solicitor

Panelists:      Leigh Salsberg, Barrister and Solicitor

                         Preevanda Sapru, *Preevanda Sapru Law Office*

## **General Ethical Issues**

11:30 a.m. - 12:00 p.m.

### **Ethical Issues to Consider When Drafting Pleadings**

(30 Minutes )

Moderator:

Nastaran Roushan, Barrister and Solicitor

Panelists:

Ilwad Jama, Barrister and Solicitor

Deborah Pressman, Counsel, AABS-LAT  
*Safety, Licensing Appeals and Standards Tribunals Ontario*  
(SLASTO)

12:00 p.m. - 12:05 p.m.

### **Question and Answer Session**

12:05 p.m.

### **Program Ends**