

PERFORMANCE INDICATORS FOR CLIENT SQE2 ATTENDANCE NOTE/LEGAL ANALYSIS

<i>Skills</i>	<i>Indicators demonstrating competence</i>	<i>Indicators that do not demonstrate competence</i>
Record all relevant information	The candidate identifies and sets out the relevant facts contained in the assessment documents and elicited from the Client Interview, e.g. facts which are important in ensuring the client's needs/ objectives are met or relevant to the legal analysis	- The candidate does not identify relevant facts from the assessment documents, or elicited from the Client Interview, which meet the client's objectives or are relevant to their legal analysis - The candidate includes many facts in their answer which have no bearing on their legal advice
Identify appropriate next steps	The candidate sets out the steps to be taken to progress the client's matter, e.g. the solicitor will provide a letter of advice to the client, or request further information from the client	- The candidate does not set out any relevant next steps to progress the client's matter - The candidate sets out next steps which do not progress the client's matter, e.g. recommending lines of enquiry which have no bearing on the client's problem

Provide client focused advice (ie advice which demonstrates an understanding of the problem from the client's point of view and what the client wants to achieve, not just from a legal perspective)	The candidate demonstrates an understanding of the client's concerns from the client's perspective (e.g. the candidate addresses the client's legal problems, any relevant commercial considerations and/ or the client's personal circumstances).	The candidate does not approach or appreciate the client's problem from the client's perspective, e.g. produces a legal analysis which does not take into account the client's concerns
Law	<i>Indicators demonstrating competence</i>	<i>Indicators that do not demonstrate competence</i>
Apply the law correctly to the client's situation	The candidate identifies the relevant fundamental legal principles in accordance with the SQE2 assessment specification and applies them correctly to the facts of the client's case	- The candidate does not identify and correctly apply the relevant legal principles to the facts of the client's case - The candidate does not apply the relevant legal principles in a way that addresses the client's needs and concerns
Apply the law comprehensively to the client's situation	The candidate's attendance note and legal analysis is sufficiently detailed in the context of the client's case and the relevant factual and legal issues	The candidate's attendance note and legal analysis is not sufficiently detailed in the context of the client's case and the relevant factual and legal issues

Identify any ethical and professional conduct issues and exercise judgment to resolve them honestly and with integrity	Where relevant, the candidate recognises ethical issues and exercises effective judgment in addressing them in accordance with the SRA Principles and rules of professional conduct	The candidate does not recognise ethical issues or exercise effective judgment in addressing them in accordance with the SRA Principles and rules of professional conduct