### Schedule of the First Phase Induction Course for newly appointed Civil Judges Class - II from 2018 Batch (First Batch)

(First Week – 23.04.2018 to 28.05.2018)

<table>
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<tr>
<th>DATE/DAY</th>
<th>SESSION – I 10.00 am to 10.30 am</th>
<th>SESSION – II 10.30 am to 11.45 am</th>
<th>SESSION – III 12.00 noon to 1.00 pm</th>
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<th>SESSION – V 3.15 pm to 4.15 pm</th>
<th>SESSION – VI 4.30 pm to 5.30 pm</th>
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</table>
| 23.04.2018 (Monday) | Inauguration of the Course  
- By Ho’ble Shri Justice Anurag Kumar Shrivastava, Former Judge, High Court of M.P.,  
Shri Mohd. Fahim Anwar, Registrar General, High Court of M.P.  
& Officers of the Academy  
(i) Introduction of Faculty Members and participants with regard to their educational and family background  
(ii) Brief overview of the Course, methodology & its objective  
(iii) Test for language skills – Hindi to English and English to Hindi  
- By Officers of the Academy | An overview of the Constitution and Classification of Civil Courts and Jurisdiction – Pecuniary and Territorial aspects  
(Contd.…..)  
- By Shri Sudeep Kumar Shrivastava, Additional Director, MPSJA  
Communication skills with reference to different stakeholders of justice dispensation system  
(Communication with seniors, staff, litigants, Advocates and administrative heads of officers of other departments, bar, witnesses, and public)  
- By Sanjeev Kalgaonkar, Director In-charge, MPSJA | Introduction to legacy of Madhya Pradesh Judiciary – Overall legal and Constitutional history of judiciary – Role of Civil Judge in justice dispensation system  
- By Sanjeev Kalgaonkar, Director In-charge, MPSJA  
Oath of a Judge – How to be a good judge – Conduct and attributes  
- By Shri Awdhesh Gupta, Faculty Senior, MPSJA  
Legal writing skills – English  
- By Ms. Anamika Sisodia | Legal writing skills – Hindi  
- By Shri Sudeep Kumar Shrivastava, Additional Director, MPSJA  
Legal writing skills – English  
- By Ms. Anamika Sisodia  
Legal writing skills – Hindi  
- By Shri Awdhesh Gupta, Faculty Senior, MPSJA | Use of Library and Law search tools  
- By Shri Awdhesh Gupta, Faculty Senior, MPSJA  
Visit to Library of High Court – Introduction to Library, Library Material and Law Library  
- Guided by Shri Awdhesh Gupta, Faculty Senior, MPSJA  
Visit to Library of High Court – How to use Law Library – Searching of a specific book in Library  
- Guided by Shri Awdhesh Gupta, Faculty Senior, MPSJA |
| 24.04.2018 (Tuesday) | Discussion on material/recap of preceding day’s learning  
- By Officers of the Academy  
Kinds of suits generally instituted – Scrutiny of plaint, initial requisites for taking cognizance of a suit  
(Contd…..)  
- By Shri Vidhan Maheshwari, Assistant Director, MPSJA | An overview of the Constitution and Classification of Civil Courts and Jurisdiction – Subject matter aspects  
(Contd…..)  
- By Shri Sudeep Kumar Shrivastava, Additional Director, MPSJA | Legal writing skills – Hindi  
- By Shri Sudeep Kumar Shrivastava, Additional Director, MPSJA  
Legal writing skills – Hindi  
- By Shri Awdhesh Gupta, Faculty Senior, MPSJA |  |
| 25.04.2018 (Wednesday) | Discussion on material/recap of preceding day’s learning  
- By Officers of the Academy  
Kinds of suits generally instituted – Scrutiny of plaint, initial requisites for taking cognizance of a suit  
(Contd…..)  
- By Shri Vidhan Maheshwari, Assistant Director, MPSJA | Kinds of suits generally instituted – Scrutiny of plaint, initial requisites for taking cognizance of a suit,  
(Contd…..)  
- By Shri Vidhan Maheshwari, Assistant Director, MPSJA  
Parties to the suits and their representation by Pleaders/Attorney/Agents  
- By Ms. Swati Bajaj, O.S.D., MPSJA | Legal writing skills - English  
- By Ms. Anamika Sisodia  
Legal writing skills – Hindi  
- By Sanjeev Kalgaonkar, Director In-charge, MPSJA |  |
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<tr>
<td>26.04.2018</td>
<td>Discussion on material/ recap of preceding day’s learning – By Officers of the Academy</td>
<td>Return and rejection of plaint – By Shri Awdhesh Gupta, Faculty Senior, MPSJA</td>
<td>Issuance and service of summons in Civil Matter – By Smt. Sangeeta Yadav, Faculty Junior, MPSJA</td>
<td>Discussion on law relating to consequence of non-appearance of parties (Order 9 CPC) – By Shri Yashpal Singh, O.S.D., MPSJA</td>
<td>Legal writing skills – English — By Ms. Anamika Sisodia</td>
<td>Visit to Library of High Court – How to use Law Library – Searching of specific query on legal topic and preparation of personal notes and personal digest – Guided by Shri Awdhesh Gupta, Faculty Senior, MPSJA</td>
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<td>(Thursday)</td>
<td>10.00 am to 10.30 am</td>
<td>10.30 am to 11.45 am</td>
<td>12.00 noon to 1.00 pm</td>
<td>2.00 pm to 3.00 pm</td>
<td>3.15 pm to 4.15 pm</td>
<td>4.30 pm to 5.30 pm</td>
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<td>27.04.2018</td>
<td>Discussion on material/ recap of preceding day’s learning – By Officers of the Academy</td>
<td>Written Statement, Counter – Claim and Set off – By Shri Yashpal Singh, O.S.D., MPSJA</td>
<td>Discussion on Section 89 CPC and Order 10 CPC – By Smt. Sangeeta Yadav, Faculty Junior, MPSJA</td>
<td>Role and duties of Reader, Execution Clerk, Deposition Writer, Process Writer and Board Peon – By Ms. Swati Bajaj, O.S.D., MPSJA</td>
<td>Legal writing skills – English — By Ms. Anamika Sisodia</td>
<td>Visit to Library of High Court – Searching of particular query on legal topic and Preparation of personal notes and personal digest – Guided by Shri Awdhesh Gupta, Faculty Senior, MPSJA</td>
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<td>(Saturday)</td>
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**Note:**
1. The participants may ask any question but please do not interrupt the speaker midway the lecture.
2. The Time Table is subject to change as per exigencies.
3. Use of Cell Phones in lecture room is strictly prohibited.
4. Yoga sessions shall be conducted every day from 7.00 am to 8.30 am in which participation is mandatory.
### Schedule of the First Phase Induction Course for newly appointed Civil Judges Class II from 2018 Batch (First Batch)

**MADHYA PRADESH STATE JUDICIAL ACADEMY, HIGH COURT OF M.P., JABALPUR**

(Second Week – 30.04.2018 to 05.05.2018)

<table>
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<tr>
<th>DATE/DAY</th>
<th>SESSION – I 10.00 am to 10.30 am</th>
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<tr>
<td>30.04.2018 (Monday)</td>
<td>Buddha Purnima's Holiday</td>
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<tr>
<td>01.05.2018 (Tuesday)</td>
<td>Discussion on material/recap of preceding day’s learning – By Officers of the Academy</td>
<td>Settling date, preparation of Civil Case before recording of evidence, list of witnesses and summoning of witnesses – By Shri S. N. Khare, Former District &amp; Sessions Judge</td>
<td>Discussion on Order 6 Rule 17 CPC, 1908 – By Ms. Swati Bajaj, O.S.D., MPSJA</td>
<td>Recording of evidence in Civil Cases and Examination of witnesses under Order 18 CPC, Exhibition/ admissibility of documents – By Smt. Sangeeta Yadav, Faculty Junior, MPSJA</td>
<td>Legal writing skills – English – By Ms. Anamika Sisodia</td>
<td>Framing of Issues – By Shri Awdhesh Gupta, Faculty Senior, MPSJA</td>
</tr>
<tr>
<td>02.05.2018 (Wednesday)</td>
<td>Discussion on material/ recap of preceding day’s learning – By Officers of the Academy</td>
<td>Pre-trial preparations- Examination of parties by the Court, interrogatories, discovery and inspection of documents, production, impounding and return of documents (Os 10 &amp; 11 CPC) (Contd....) – By Shri Sudeep Kumar Shrivastava, Additional Director, MPSJA</td>
<td>Pre-trial preparations - Examination of parties by the Court, interrogatories, discovery and inspection of documents, production, impounding and return of documents (Os 12 &amp; 13 CPC) – By Shri Sudeep Kumar Shrivastava, Additional Director, MPSJA</td>
<td>Discussion on Order 23 CPC, 1908 – By Smt. Sangeeta Yadav, Faculty Junior, MPSJA</td>
<td>Legal writing skills – English – By Ms. Anamika Sisodia</td>
<td>General Clauses Act, 1897 and Madhya Pradesh General Clauses Act, 1957 – Important Provisions – By Shri Awdhesh Gupta, Faculty Senior, MPSJA</td>
</tr>
<tr>
<td>03.05.2018 (Thursday)</td>
<td>Discussion on material/recap of preceding day’s learning – By Officers of the Academy</td>
<td>Special suits – Suits by or against Government, Corporations, Minors, persons of unsound mind and Suits by indigent persons – By Shri S. N. Khare, Former District &amp; Sessions Judge</td>
<td>An overview of Specific Relief Act, 1963 (Contd....) – By Shri Vidhan Maheshwari, Assistant Director, MPSJA</td>
<td>An overview of Specific Relief Act, 1963 – By Shri Vidhan Maheshwari, Assistant Director, MPSJA</td>
<td>Legal writing skills – English – By Ms. Anamika Sisodia</td>
<td>Role and importance of Nazarat Section of Court – By Ms. Swati Bajaj, O.S.D., MPSJA</td>
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**Buddha Purnima’s Holiday**

30.04.2018 (Monday) - Buddha Purnima’s Holiday

01.05.2018 (Tuesday) - Buddha Purnima’s Holiday

02.05.2018 (Wednesday) - Buddha Purnima’s Holiday

03.05.2018 (Thursday) - Buddha Purnima’s Holiday

**SHORT BREAK**

02.05.2018 - Short Break

03.05.2018 - Short Break

04.05.2018 - Short Break

05.05.2018 - Short Break

**LUNCH BREAK**

01.05.2018 - Lunch Break

02.05.2018 - Lunch Break

03.05.2018 - Lunch Break

04.05.2018 - Lunch Break

05.05.2018 - Lunch Break
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<td>04.05.2018 (Friday)</td>
<td>Discussion on material/recap of preceding day's learning – By Officers of the Academy</td>
<td>Computation of period of limitation, exclusion of time, effect of legal disability, death and fraud, effect of written acknowledgment of payment/ important provisions on law of limitation (Contd....) – By Smt. Sangeeta Yadav, Faculty Junior, MPSJA</td>
<td>Computation of period of limitation, exclusion of time, effect of legal disability, death and fraud, effect of written acknowledgment of payment/ important provisions on law of limitation</td>
<td>Role and importance of Copying and Accounts Section of Court – By Shri Yashpal Singh, O.S.D., MPSJA</td>
<td>Legal writing skills – English – By Ms. Anamika Sisodia</td>
<td>An overview of different Registers maintained in Court – By Shri Onkar Nath, Member Secretary, SCMSC, High Court of M.P., Jbp</td>
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<tr>
<td>05.05.2018 (Saturday)</td>
<td>Discussion on material/recap of preceding day’s learning – By Officers of the Academy</td>
<td>Role and importance of Record room and Statistical Writer Section of Court – By Shri Vidhan Maheshwari, Assistant Director, MPSJA</td>
<td>Role and importance of Malkhana Section of Court – By Smt. Sangeeta Yadav, Faculty Junior, MPSJA</td>
<td>Visit to various Sections namely Nazarat, Copying, Recordroom, Malkhana, Statistical Writer Section, Library and Accountant Section of District Court, Jabalpur (Contd....) – By Officers of the Academy</td>
<td>Visit to various Sections namely Nazarat, Copying, Recordroom, Malkhana, Statistical writer Section, Library and Accountant Section of District Court, Jabalpur (Contd....) – By Officers of the Academy</td>
<td>Visit to various Sections namely Nazarat, Copying, Recordroom, Malkhana, Statistical writer Section, Library and Accountant Section of District Court, Jabalpur – By Officers of the Academy</td>
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MADHYA PRADESH STATE JUDICIAL ACADEMY, HIGH COURT OF M.P., JABALPUR  
Schedule of the First Phase Induction Course for newly appointed Civil Judges Class II from 2018 Batch (First Batch)  
(23.04.2018 to 17.05.2018)  
(Third Week – 07.05.2018 to 12.05.2018)  

<table>
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<th>DATE/DAY</th>
<th>SESSION – I 10.00 am to 10.30 am</th>
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| 07.05.2018 (Monday) | Discussion on material/recap of preceding day’s learning  
– By Officers of the Academy | Law relating to temporary injunction  
– Principles and procedure  
– By Shri Yashpal Singh, O.S.D., MPSJA | Law relating to temporary injunction  
(i) Ex-parte  
(ii) Mandatory  
(iii) Breach of injunction  
– By Shri Yashpal Singh, O.S.D., MPSJA | An overview of the constitution and classification of Criminal Courts and Jurisdiction (territorial and subject matter wise) aspects  
– By Shri Sudeep Kumar Shrivastava, Additional Director, MPSJA | Overview of the programme –  
The concept of Language  
– By Shri Kevin Pereira, Jabalpur | Professionalism at workplace –  
Key issues and communication skills  
– By Shri Vijay Chandra, Registrar (Vigilance), High Court of M.P. |
| 08.05.2018 (Tuesday) | Discussion on material/recap of preceding day’s learning  
– By Officers of the Academy | Pre-trial proceedings – Arrest, custody, remand, transit remand  
– By Smt. Sangeeta Yadav, Faculty Junior, MPSJA | Pre-trial proceedings – Bail, forfeiture of bail-bonds in view of protection provided under the Constitution  
– By Smt. Sangeeta Yadav, Faculty Junior, MPSJA | Discussion on framing of charges  
– By Shri Awdhesh Gupta, Faculty Senior, MPSJA | You are God’s greatest miracle –  
Our greatest human strengths  
– By Shri Kevin Pereira, Jabalpur | Time, Stress and Self Management  
– By Brig. Ashok Kumar Jha, ZRO Jabalpur, DDGRTG, Jabalpur (Cantt.) |
| 09.05.2018 (Wednesday) | Discussion on material/recap of preceding day’s learning  
– By Officers of the Academy | Cognizance in Criminal Matters –  
Scrutiny of charge-sheet, limitation and statutory bars, Expcion Report/Final Report  
– By Shri Yashpal Singh, O.S.D., MPSJA | Key issues relating to complaint cases  
(Contd..)  
– By Shri Vidhan Maheshwari, Assistant Director, MPSJA | Key issues relating to complaint cases  
– By Shri Vidhan Maheshwari, Assistant Director, MPSJA | Public presentations on –  
The importance of English today  
– By Shri Kevin Pereira, Jabalpur | Recording of confession and statement under Section 164 Cr.P.C.  
– By Ms. Swati Bajaj, O.S.D., MPSJA |
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<td>10.05.2018</td>
<td>Discussion on material/recap of preceding day’s learning – By Officers of the Academy</td>
<td>Discussion on procedure relating to trial by Magistrate - (i) Warrant trial (ii) Summons Trial – By Shri S. N. Khare, Former District &amp; Sessions Judge</td>
<td>Discussion on procedure relating to trial by Magistrate - (i) Summary Trial and allied issues – Post charge admission and Plea Bargaining – By Shri Yashpal Singh, O.S.D., MPSJA</td>
<td>Commencement of trial in Criminal Cases – Some procedural aspects – Committal Proceedings (Sections 209 &amp; 323 Cr.P.C) – By Shri Vidhan Maheshwari, Assistant Director, MPSJA</td>
<td>The power of self – awareness and Self Confidence – By Shri Kevin Pereira, Jabalpur</td>
<td>Importance of Information Technology in Judicial Work and details of e-court mission mode project. – By Shri Yashpal Singh, O.S.D., MPSJA &amp; Shri Vidhan Maheshwari, Assistant Director, MPSJA</td>
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<td>11.05.2018</td>
<td>Discussion on material/recap of preceding day’s learning – By Officers of the Academy</td>
<td>Judicial notice and presumptions under Evidence Act – By Shri Sudeep Kumar Shrivastava, Additional Director, MPSJA</td>
<td>Key issues relating to primary and secondary Evidence – By Shri Vidhan Maheshwari, Assistant Director, MPSJA</td>
<td>Introduction to Electronic Evidence – By Shri Yashpal Singh, O.S.D., MPSJA</td>
<td>Public presentation – Topic of participant’s choice – By Shri Kevin Pereira, Jabalpur</td>
<td>Introduction to website of MPSJA and other legal websites, Use of legal softwares like AIR, INDLAW and online legal search – By Shri Yashpal Singh, O.S.D., MPSJA &amp; Shri Vidhan Maheshwari, Assistant Director, MPSJA</td>
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<td>12.05.2018</td>
<td>Discussion on material/recap of preceding day’s learning – By Officers of the Academy</td>
<td>Trial in Criminal Cases – Some procedural aspects – Proceedings in absence of accused under Section 299 Cr.P.C. – By Shri Sudeep Kumar Shrivastava, Additional Director, MPSJA</td>
<td>How to write a bail order – Considerations and contents – By Shri Sudeep Kumar Shrivastava, Additional Director, MPSJA</td>
<td>The power of Positive Attitude – By Shri Kevin Pereira, Jabalpur</td>
<td>Usage of NJDG portal, its related links, usage of CIS 2.0 software as per latest guidelines of e-committee (Contd...) – By Shri Yashpal Singh, O.S.D., MPSJA &amp; Shri Vidhan Maheshwari, Assistant Director, MPSJA</td>
<td>Usage of NJDG portal, its related links, usage of CIS 2.0 software as per latest guidelines of e-committee – By Shri Yashpal Singh, O.S.D., MPSJA &amp; Shri Vidhan Maheshwari, Assistant Director, MPSJA</td>
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**DIRECTOR IN-CHARGE**

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