**A2J Clinic Project  
Training Outline**

Our plan is to use the following list of lessons in this order. Obviously, you're not required to follow any specific curriculum with your class, but you're welcome to use any of these lessons in whatever order you think would work best. You can expect to receive the rest of these listed materials by August 26, so that you can prepare your course. Also, if there are additional lessons and/or exercises that you think would be helpful, let us know.

1. Intro to A2J Author and HotDocs
   1. Home work for today’s class:
      1. Lesson 1 from [HotDocs 10 Developer Installation Guide and Tutorial](http://a2jclinic.classcaster.net/files/2012/06/HotDocs_Developer_10_Guide.pdf)
      2. Run through the [All Inclusive A2J Guided Interview](https://lawhelpinteractive.org/login_form?template_id=template.2012-07-25.7865907814&set_language=en)
   2. [A2J Author & Hot Docs PowerPoint](http://a2jclinic.classcaster.net/files/2013/08/A2J-Author-HotDocs_Introduction.pptx)
   3. Video: <http://www.youtube.com/watch?v=GH33D5Mz0jE>
2. Plain Language
   1. Homework for today’s class
      1. Required reading: Jeff Hogue’s [Plain Language Online Course](https://sites.google.com/a/lawny.org/plain-language-library/home/plain-langauge-online-course)
      2. Test a writing sample of their own for plain language [here](https://sites.google.com/a/lawny.org/plain-language-library/home/online-plain-language-gadget)
   2. [Plain Language Power Point](http://a2jclinic.classcaster.net/files/2013/08/Plain-Language.pptx)
   3. Video: <http://www.youtube.com/watch?v=yP-1WTZ2cWs>
   4. Examples for students to work through as a class - in the video
3. HotDocs Training: Beginners
   1. Homework for today’s class:
      1. Read Chapter 7 from the A2J Authoring Guide
   2. Introduction to HotDocs pdf
      1. Exercise files for class
4. Advanced HotDocs Lesson
   1. Tutorial (in a word document)
   2. Exercise files
   3. Exporting A2J Answer Files into HotDocs for test assembling
   4. Video
5. Beginner A2J Author Training
   1. A2J Author Basics Training Power Point
   2. Video
6. A2J Advanced (Generally needs to be split over 1.5 classes)
   1. A2J Author Macros, Functions, and Exiting Power point
   2. Video
   3. A2J Author Conditions and Repeat Loops
   4. Video (contains sample A2J Guided Interview)
   5. A2J Guided Interview files for Repeat Loops and Conditions