

BUSINESS LAW SYLLABUS

CLARENDON COLLEGE

Division of Business and Technology

Course Name: *BUSI 2301 Business Law*

Credit Hours: 3

Semester: *Fall 2010*

Classroom Location: *Online course*

Instructor: *Dr. Debra Kuhl, Dean of Instruction*

Office Location: *Administration Building*

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Office Hours: *Office Hours by appointment only*

Comment: *I can be reached in the evenings and weekends at 806-420-6911 (cell). No calls after 10:00 PM.*

Course Description:

This course presents the principles of law which form the legal framework of business activity.

Statement of Purpose

This course satisfies an elective in the Business Management Degree and is designed for transfer to a senior college or university.

Required Instructional Materials:

Textbook:

Ashcroft, J.D. & Ashcroft, J.E. Law for Business. Mason, OH: Thomson: 2008

Other Relevant Materials:

Internet access is needed for this course. Students not having Internet access at home, it is available free of charge at various campus locations.

Student Requirements

To pass this course you must do the following:

- 1. Access the course each week.*
- 2. Read the assigned chapters indicated in the course outline.*
- 3. Each week take the required quiz or quizzes.*
- 4. Respond to the weekly discussion question.*
- 5. Communicate with the instructor if you are having any problems, concerns or questions. See Instructor Icon for contact information.*

Methods of Instruction

Since this is an online course the method of instruction is an electronic presentation.

Course Objectives

Upon completion of this course, students should be able to:

- Define relevant legal concepts and explain their applications to both commercial and international business transactions.*

- Discuss the legal process and analyze the regulatory, ethical, tortious and criminal aspects of traditional business and e-commerce.
- Describe the various forms of business organizations and analyze the elements of valid contracts.
- Apply critical thinking, analytic, and communication skills through group assignments, case analysis, problem solving, research, presentations and discussions.
- Develop applicable skills and knowledge in the relevant cross curricular initiatives including effective writing, information literacy, globalization, computerization, historical perspective, and civic responsibility.

Grading Policies:

Grading on the curve is not done under any circumstance in this course. Students are gladly given any grade that they earn. Students are assigned a grade according to the number of points earned at the conclusion of the course. Therefore, it is possible for students to track their progress throughout the course.

Grades will be assigned on total points accumulated from the following:

10 Quizzes @ 20 points each	200 points
20 Discussion questions @ 5 points each	100 points
Comprehensive Final Exam	<u>200 points</u>
Total	500 points

Below are the requirements for a “D,” “C,” “B,” and “A.”

450-500	A	[90-100	A]
400-445	B	[80- 89	B]
350-399	C	[70- 79	C]
300-349	D	[60- 69	D]
Below 300	F	[below 60	F]

Classroom Policies:

You are responsible for attendance and class work, for keeping up with the syllabus reading, for answering the discussion questions in the course. It will be your responsibility in the discussions and exam to demonstrate that you have read and understood the textbook, lectures and course materials and discussion, and can apply that understanding and knowledge to practical problems.

At a minimum, you should pick up and respond to messages every other day (*minimum three times per week*). Your contributions needn't be lengthy essays: try to emulate how you would contribute to a conversation going on in a live classroom

Also, be forewarned: keeping up with class work is more work than you might think, and especially as the semester wears on. However, keep the discussion grade in mind. If you pass all the tests but never contribute to discussion, you should expect nothing better than a C- your final grade.

And finally, sorry - but "late" responses to discussion do not count. I shall move discussions on, in line with the class schedule, and will cut off discussions on earlier topics. You need to be on-line regularly in order to participate in a timely manner.

American with Disabilities Act Statement:

Clarendon College provides reasonable accommodations for persons with temporary or permanent disabilities. Should you require special accommodations, notify the Office of Student Services (806-874-3571 or 800-687-9737). We will work with you to make whatever accommodations we need to make.

Dropping a Course:

A student who is enrolled in a developmental course for TSI purposes may not drop his/her only developmental course unless the student completely withdraws from the college. A student may drop any other course with a grade of “W” any time after the census date for the semester and on or before the end of the 12th week of a long semester, or on or before the last day to drop a class of a term as designated in the college calendar. The request for permission to drop a course is initiated by the student by procuring a drop form from the Office of Student Services. (Refer to other policies concerning this issue in the current college catalog online.)

Withdrawal from College:

When a student finds it necessary to withdraw from school before the end of the semester, he or she should obtain a withdrawal form from the Office of Student Services. Students may also withdraw from the college by sending a written request for such action to the Registrar's Office. The request must include the student's signature, the student's current address, social security number and course information details. Students who withdraw after the census date for the semester and on or before the end of the 12th week of a long semester, or on or before the last day to drop a class of a term as designated in the college calendar will be assigned a grade of "W."

Academic Honesty:

*Academic dishonesty and plagiarism are not acceptable **and will mean a grade of F (Failure)**. Academic dishonesty means (but is not limited to) getting someone else to prepare work for you, or helping another person with their assigned and examinable work. Plagiarism means passing off someone else's work as your own, and frequently involves copying reports or pages directly from other people's Internet sites - and I know there are other, on-line, Business Law course sites you can go to. You can avoid plagiarism by giving credit where credit is due - record the sources of your work, learn how to quote properly, and cite the books, articles or web pages you have used for your information. It may sound like simple manners, but failure to live by the rules has serious academic consequences.*

All students are expected to maintain unwavering integrity in the completion and submission of academic assignments. The college will not condone academic dishonesty (plagiarism or cheating) and students found guilty of academic misconduct are subject to disciplinary action(s). Source: Clarendon College—Student Handbook.

Caveat/Disclaimer:

The syllabus, policies, schedule and assignments for this course are subject to change in the event of extenuating circumstances by the instructor.

Tentative Course Schedule/Outline:

Week	Date*	Chapters to Read	Quizzes	Discussions
1	8-25-2010	1-3		1 & 2
2	8-30-2010	4-6	Quiz #1—Chapters 1-4	3
3	9-6-2010	7-9	Quiz #2—Chapters 5-9	4
4	9-13-2010	10-12		5 & 6
5	9-20-2010	13-15	Quiz #3—Chapters 10-13	7
6	9-27-2010	16-18	Quiz #4—Chapters 14-15	8
7	10-4-2010	19-21	Quiz #5—Chapters 16-19	9
8	10-11-2010	22-24		10 & 11
9	10-18-2010	25-27	Quiz #6—Chapters 20-25	12
10	10-25-2010	28-30		13 & 14
11	11-1-2010	31-33	Quiz #7—Chapters 26-30	15
12	11-8-2010	34-36		16 & 17
13	11-15-2010	37-39	Quiz #8—Chapters 31-36	18
14	11-22-2010	40-42	Quiz #9—Chapters 37-40	19
15	11-29-2010	43-45	Quiz #10—Chapters 41-50	20
16	12-6-2010		Final Exam	