

# Course Prospectus

For BUS 308 Business Law

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## Overview

Business Law provides a comprehensive study of the relationship between business and the law. It is a fundamental business discipline. The study of business law study allows you to develop a broader perspective on the business and regulatory landscape as well as developing the proficiency that should enrich your business career and help you lay a foundation for successful postgraduate studies in business and law.

It begins with a study of the American legal system and will teach students the basic legal concepts related to substantive and procedural law. It introduces the student to cases, statutes, the Constitution, and the court process and conflict resolution using alternative dispute resolution principles. The course includes the topics of business ethics, Constitutional law principles, contractual concepts, the Uniform Commercial Code, the variety of ways in which a business may be legally organized and financed, agency and employment, torts and product liability, consumer protection, and intellectual property.



The creation of this online business law course is in a high definition television studio for online delivery. Our task is to provide our students with a comprehensive study of the relationship between business and the law using the advanced technology of our day. We begin with a study of the American legal system and the basic legal concepts related to substantive and procedural law. Our course introduces our students to cases, statutes, the Constitution, and the court process and Alternative Dispute conflict resolution. The course includes the topics of business ethics, Constitutional law principles, contractual concepts, the Uniform Commercial Code, the variety of ways in which a business may be legally organized and financed, agency and employment, torts and product liability, consumer protection, and intellectual property.

## Course description

This course deals with the American legal system, torts, contracts, agency, sales, property, negotiable instruments and business organizations. Special emphasis is on contemporary business ethics. Upon completion, students should be able to apply ethical issues and laws covered to selected business decision-making situations.

## Prerequisites and corequisites

None.

## Course credit

Three (3) semester credit hours.

## Instructional Objectives

On successful completion of this course, a student should be able to:

1. Know the basic operation of the Courts, and be able to apply real fact situations to and through the court system while formulating and evaluating possible causes of action and defenses;

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2. Comprehend basics concerning the legal, ethical, and international environment in which business function;
3. Analyze the many ways in which business activities are affected by laws and regulations;
4. Identify and apply legal basics concerning: civil law, torts, constitutional law, administrative law, contracts, product liability law, principal/agent law, employment law, antitrust law, securities law, unfair and deceptive trade practices law, landowner liability, and international law; and
5. Define key terms.

**Not Legal Advice:** The information covered in this course does not constitute legal advice or the giving of a legal opinion. Nothing provided herein should be used as a substitute for the advice of your own legal counsel.

### Your Instructor

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The instructor of record for this course is Dr. Michael P. Germano. He holds a J.D. from the University of La Verne, College of Law. He is a member of the California State Bar and was admitted to practice in the federal district courts of Southern California and East Texas. He taught business law at West Coast University (Los Angeles) and at Ambassador University (Big Sandy, Texas).

To contact him on course details and issues, please use the email program in the e-learning system (Populi) or [mgermano@livinguniv.com](mailto:mgermano@livinguniv.com). When you send an email to this address, you normally should have a response within twenty-four hours. Please feel free to contact him by telephone. His telephone number is 704-708-2291.



### Course Protocols

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#### Technology access

This course requires web access and an established email account. The Adobe Acrobat Reader is necessary to view documents that are PDF files. One can download the reader free at <http://www.adobe.com/products/acrobat/readstep2.html>.

#### Students with disabilities

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities have a learning environment that provides for reasonable accommodation of their disabilities. Students having a disability requiring an accommodation should inform the instructor by email (on the course "Info" page click on the instructor's name and then select "Send Email").

#### Attendance in this online course

One of the most vital aspects of the college and university experience is attendance and punctuality in the learning environment. Regularity of attendance is necessary for students to derive maximum benefit from a course and to maintain a satisfactory academic record, whether in an online course or in an on-campus course. We have noticed that students who fall behind in their coursework typically drop out. Therefore, we highly encourage you to complete your assignments on time, as we want you to succeed. Remember Ecclesiastes 9:10: "Whatever your hand finds to do, do it with your might; for there is no work, nor device, nor knowledge, nor wisdom, in the grave, where you go."

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Please be aware that all students who fall behind in an online course and do not complete twenty-five percent (25%) or more of the total assignments and other required activities for a course, on or before “Last day to withdraw from a course” without a grade penalty as set forth in the University Academic Calendar, will receive a grade of “W” for it. After that date, the grade will be a “WF” and counted in a student’s GPA. Moreover, an instructor may drop a student from a course whenever the instructor concludes that a student’s class attendance or punctuality endangers the student’s success or places other students at risk.

### **Withdrawing from or dropping this course**

It is the responsibility of a student to drop a course if he or she cannot meet the requirements of the course. Any student who stops attending a course without officially withdrawing from it risks receiving a punitive grade for that course. A student who finds it necessary to drop a course after the Late Registration (Drop/Add) Period must notify the Registrar’s Office in writing. Please note the following:

- If a student drops a course on or before the “Last day to withdraw from a course without a grade penalty” as published in the University Academic Calendar, even if his or her work is not of a passing grade, then a “W” is recorded.
- If a course is dropped after that date, but before the last 21 calendar days of the semester, then the instructor determines the grade. The faculty member will at this time record a grade of “W” if passing (not computed in GPA) or “WF” if failing (computed in GPA).
- Students who drop a course, yet remain in one or more other courses during the last 18 calendar days of the semester, will receive a grade of “WF.”
- Students who completely withdraw from the University at any time during the semester may be given a grade of “W” on all courses.

If students do not initiate the withdrawal process, the instructor is required to initiate the administrative process and to record a grade of “W” or “WF” for the course depending on the date the faculty member drops the student from the course. Students who register for a course as an audit, but then withdraw will be assigned a grade of “W” for the course.

### **Terms and phrases**

Each assignment includes a set of terms and phrases for you to learn. This exercise is to help you develop and expand your biblical and theological vocabulary as you proceed through the lessons and to help you focus on the context of the content you are reading. Examinations will specifically test your mastery of the basic terminology of this course. Many students find looking over vocabulary words just as they go to bed at night and as they arise in the morning helps commit them to memory. Be sure to review your definitions before an examination.

For some terms and phrases, we have given a scriptural link. We selected the NKJ, the New King James Version, as our default for scriptural text. When alternate scriptures appear, we provide the appropriate link as NASB, KJV, RSV, NIV, and the like.

### **Study tips**

Distance learning emphasizes self-motivation. The instructor functions as a facilitator with the student as the driving force in mastering course content. Students are encouraged not to put off completing their readings and assignments. While there are many different learning styles, the following strategy should serve the needs of most students.

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- Look over assigned readings.
- Read the assigned readings making notes before viewing the assigned lecture.
- Define terms in the assignment. The four exams will specifically test basic terminology. Students should develop their biblical and theology vocabulary as they proceed lesson by lesson.
- As students view lectures, they should complete their notes.
- Complete the answers for the lesson writing assignment.
- Each week students should review notes, geographical terms and locations, and the words they defined.
- If a student has a question, ask. Questions should arise in the teaching-learning process. By bringing questions to our attention, students not only acquire assistance but they also maintain the interaction necessary in higher education. To submit a question just click on the instructor's name on the course "Info" page and send your question by email through the Populi system.

## Textbooks

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Students may order their books through the University Bookstore which is located on our main website. Living University is a participant in the Amazon Services LLC Associates Program. Be aware that the books used or referred to in this course are commercial publications. They represent the views and ideas of their authors, editors, and publishers. Living University does not endorse these texts nor vouch for their accuracy. We simply employ them in helping you master the content of the course.

### Required Textbook

Jennings, Marianne M. *Business: Its Legal, Ethical, and Global Environment*. 10th ed. Stamford, CT: Cengage Learning, 2014. ISBN 978-1285428260.

## Course Requirements

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### Due dates and extensions

Submit assignments on or before the due date. Students must complete the course by the last official day of instruction as set forth in the academic calendar.

### Icebreaker assignment

To officially begin this course you must complete an Icebreaker assignment by which you introduce yourself to your classmates through posting a short autobiography on the course discussion forum. A student can earn **30 points** by posting the Icebreaker assignment on time. These points could make the difference between an A or a B, or passing or not passing this course.

- The icebreaker assignment must be submitted not later than the eighth day of the semester.
- Post your biography as a reply to the "Icebreaker" topic on the lesson "Welcome and Overview" discussion forum.
- Please read and comment on at least two other bios by the due date in order to get credit.
- Full credit for this assignment will only be given if all three of the above requirements are met.

Do NOT create a NEW discussion. Simply tell the class about yourself and your goals. This is not the place for a profession of faith, or the details your conversion experience, or problems you have had with previous fellowships, as that information is more of a private nature. Here you inform your classmates what you would like them to know about you. As we have people from all

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over the world enrolled in this course, each autobiography will help us know, understand, and appreciate each other.

### Reading assignments

Reading assignments are integrated into the lesson pages at the course website.

### Discussion forums

Each lesson will have an associated discussion question posted by the instructor. Students will be required to post online comments to the discussion thread and interact with fellow classmates.

### Writing assignments

Any writing assignments in this course, such as your “What I Learned” essay, should follow the MLA style as set forth in *Writing Research Papers: A Complete Guide* by Lester & Lester. Please cite your sources and use quotation marks where needed. The Files feature on an Assignment Submission page lets you submit your work so your instructor can have it handy for download, review, and grading.

### Quizzes and examinations

There are no quizzes in this course. There are five online exams in this course of no more than 50 objective questions each. The first exam is open book and open notes to give you a sense of a business law test. Exams 2-5 are closed book and closed-notes. **Exam 5 is a proctored exam** to be taken online. A proctored exam is one that is overseen by an impartial individual (called a proctor) who monitors or supervises a student while he or she is taking an exam. The proctor ensures the security and integrity of the exam process for all involved.

### Course evaluation

Student input is welcome for improving this course. Making suggestions by email is helpful. Our goal in this course is to facilitate the successful achievement of all instructional objectives by all students. At the end of the course students have the opportunity of assessing the course. We want to make e-learning courses as effective as we can. By completing the assessment you can earn **30 points** toward your final grade. We may also ask some other questions concerning a student’s experience in distance learning to help us improve our program. We appreciate students letting us know how we can improve our products and services for them and other distance learners.

### Grading

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A course grade will be determined based on the number of points a student has earned over the semester as follows:

Icebreaker Assignment (30 points)

Discussion Forums (five, each worth 10 points for a total of 50 points)

Exams (five, each worth 100 points, for a total of 500 points; all five exams are online; the first exam is open book and open notes to give you a sense of a business law test.

The other four are closed book and closed-notes). **Only Exams 5 is a proctored exam.**

“What I Learned” Essay (40 points)

Course Evaluation (30 points)

**TOTAL 650 points**

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Grades are in the traditional American style of an A, B, C, D, or F. In distance learning, we believe that the measure of mastery of course subject matter is completion of 80% of the objectives for a course. That means that we want students to earn at least 800 points in this course. If they do not do so then they have not achieved the level of the mastery we would like them to have. We want this course to be competency-based and so it is possible for the entire class to receive an A or a B. There is no artificial curving of scores in the assignment of grades. Mastery of the material is what one's goal should be.

Grades, assigned by points, are as follows:

- A 585-650 points
- B 520-584 points
- C 455-519 points
- D 390-454 points
- F Below 360 points

### Academic Irregularity

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Students have the responsibility for conducting themselves in such a manner as to avoid any suspicion that they are improperly giving or receiving aid on any assignment or examination. An academic irregularity not only includes cheating, but also includes plagiarism (taking another's ideas and/or words and presenting them as if they were the writer's own) and the submitting of the same paper in separate courses without prior consent from the faculty members concerned. In cases of suspected academic irregularity, faculty members may refuse to grade such papers, completely or in part, or examinations, and to record each of them as a failure. If an academic irregularity is sufficiently serious, the University may take one or more of, but not limited to, the following actions:

1. Drop the student from the course with a grade of F;
2. Place the student on academic probation; and/or
3. Dismiss the student from the University.

### Course Outline

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#### COURSE SCHEDULE OF TOPICS:

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##### **Lesson 1 Business: Its Legal, Ethical, and Judicial Environment**

- Topic 1 Introduction to Law
- Topic 2 Business Ethics and Social Responsibility
- Topic 3 The Judicial System
- Topic 4 Managing Disputes: Alternative Dispute Resolution and Litigation Strategies

##### **Lesson 2 Business: Its Regulatory Environment**

- Topic 1 Business and the Constitution
- Topic 2 Administrative Law
- Topic 3 International Law
- Topic 4 Business Crime

##### **Lesson 3 Business Torts**

- Topic 1 Intentional Torts
- Topic 2 Negligence
- Topic 3 Product Liability
- Topic 4 Cyberlaw, Social Media, and Privacy

**Lesson 4 Business Sales, Contracts, and Competition**

Topic 1 Contracts and Sales: Introduction and Formation

Topic 2 Contracts: Performance, Remedies, and Rights

Topic 3 Sales: Product Advertising and Liability

Topic 4 Products: Business Intellectual Property

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**Lesson 5 Business Management and Governance**

Topic 1 Management of Employee Conduct: Agency

Topic 2 Governance and Structure: Forms of Doing Business

Topic 3 Governance and Regulation: Securities Law

Topic 4 Management: Employee Welfare and Employment Discrimination

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