
Course Syllabus

Business Law

Title:	BS-MG 357 Business Law
Credits:	3
Prerequisites:	None
Description	<p>This course is meant to provide a general introduction to the legal environment that affects individuals, businesses, and business transactions. In addition to providing a general introduction to the American legal system, this course will focus on specific legal topics such as contracts and the Uniform Commercial Code.</p>

Learning Outcomes

Upon successfully completing this course, students will be able to:

- Understand basic legal concepts and terminology.
- Determine the significance of legal issues in business transactions.
- Use legal concepts to reach reasonable conclusions.
- Interpret the law as it relates to real situations.
- Develop respect for, and facility with, the legal system.

Required Text/Materials

- Lau, T., & Johnson, L. *The legal and ethical environment of business*. (Version 1.0). Flat World Knowledge.
- eISBN: 978-1-4533-2750-0

(found at Flatworld Knowledge publisher website, listed under Central Christian College of Kansas -Dr. Jerree Forbes -June 2014)

Note: The cover of the actual book you receive from Central's bookstore may or may not match the picture in this section, although the contents are identical.

Learning Activities

The course centers on a focused topic each week and is organized around weekly sections with specific activities designed as assignments to optimize learning. Course goals are supported by weekly objectives.

The course learning activities follow an **Explore, Discuss, Apply and Recap** approach to learning.

Learners **explore** materials such as lecture notes, videos, audio files and PowerPoint for preparation and review of the content for a given week.

Core reading is from the course text. Additional resources are provided to support course activities and assignments. Additional resources should be reviewed for support of assignments. The additional resources are provided for clarity and additional information in this course and for future reference.

Discussion of the content occurs in weekly discussion threads. Learners post an initial response to the instructor's discussion question, as well as 2 follow-up posts to initial responses by other learners.

Learners **apply** the week's content through problem solving and other learning activities to exercise the content and ensure learning is strengthened to a point of practical application.

The **recap** is intended to summarize and clarify key points from the week and provide an opportunity for reflection. This sets a readiness for the next topic's exploration and the model repeats as learning is developed.

The length of assignments should not be interpreted to reflect their importance or relevance. Brevity in assignments continues to bring an expectation of thoughtful preparation and substance in the postings. The brevity may heighten the need for preparation to ensure the brief submission is substantive, relevant, logical and clear.

The "Weekly Schedule" section in this syllabus essentially helps form a checklist of assignments.

Times shown in the syllabus are Central Standard Time (CST).

Zoom

Zoom Seminar Sessions will be held weekly. Participation is encouraged but not required. The Zoom sessions may be used to review assignments, answer course questions, provide additional discussion on current course activities, etc. Zoom session times and days will be communicated via announcements in each course.

Announcements

Expect to see instructor announcements as the course develops that will help to clarify topics, provide current news articles, case studies or other information to strengthen the exploration of the topic. Some announcements may prompt discussion thread activity.

Ask Questions Anytime

Learners are encouraged to ask questions and ensure clarity in assignments as soon as possible. There is a specific section of the online course titled "Ask Questions" where questions can be asked about the course. This is the best location for assignment or course questions but any question could be posted here. Questions about the course topics and learning subject matter should be directed to the discussion thread addressing that topic.

Learning activities are summarized below in the table addressing learning activity by week for clarity and convenience.

Weekly Schedule

Each week begins on **Monday** and ends on the following **Sunday** night. All work must be submitted by Sunday night, 11:59PM CST.

Week	Topic	Readings	Assignments
1	The Law, Courts and Litigation	<ul style="list-style-type: none">• <i>The Legal & Ethical Environment of Business</i><ul style="list-style-type: none">◦ Chapter 1◦ Chapter 2◦ Chapter 3	<ul style="list-style-type: none">• Pre-test• Plagiarism Certification• Discussion• Apply• Wk1 Evaluation
2	The Constitution and Alternative Dispute Resolution	<ul style="list-style-type: none">• <i>The Legal & Ethical Environment of Business</i><ul style="list-style-type: none">◦ Chapter 4◦ Chapter 5	<ul style="list-style-type: none">• Discussion• Apply• Wk2 Evaluation
3	Contracts and Torts	<ul style="list-style-type: none">• <i>The Legal & Ethical Environment of Business</i><ul style="list-style-type: none">◦ Chapter 6◦ Chapter 7	<ul style="list-style-type: none">• Discussion• Apply• Wk3 Evaluation

4	Property	<ul style="list-style-type: none"> • <i>The Legal & Ethical Environment of Business</i> <ul style="list-style-type: none"> ◦ Chapter 8 ◦ Chapter 9 	<ul style="list-style-type: none"> • Discussion • Apply • Wk4 Evaluation
5	Criminal Law and Business Organizations	<ul style="list-style-type: none"> • <i>The Legal & Ethical Environment of Business</i> <ul style="list-style-type: none"> ◦ Chapter 10 ◦ Chapter 11 	<ul style="list-style-type: none"> • Discussion • Apply • Wk5 Evaluation
6	Discrimination and the Global Environment	<ul style="list-style-type: none"> • <i>The Legal & Ethical Environment of Business</i> <ul style="list-style-type: none"> ◦ Chapter 12 ◦ Chapter 13 	<ul style="list-style-type: none"> • Discussion • Final Reflection Paper • Post-test

Course Evaluation

Assessments

Assessments	Number	Points Each	Total
Discussion	6	50	300
Application Assignments	5	50	250
Evaluations	5	60	300

Pre-test	1	5	5
Post-test	1	5	5
Final Reflection Paper	1	140	140
Total			1000

Discussion Threads

Students are expected to post in the discussion board a **minimum** of **three separate posts** and three separate post dates per discussion thread. The three posts for **each** thread must include:

- One "initial" post in response to the instructor's question (or stated assignment) no later than Thursday of each course week.
- Two "follow up" post in response to at least one classmate by Sunday of each course week.

The initial response to a discussion question should substantively demonstrate familiarity with the content of the question. The response should be 150-200 words in length. To ensure the discussion is a collective and focused exploration of the topic in the question, the discussion thread should remain focused on the question.

The timing of responses is important since other students are dependent on your postings in order to fully develop the discussion and to post "follow up" discussion entries. Responses should occur in the week the discussion question is posted for reply. Preparation for the response is encouraged to ensure a thoughtful and well-founded contribution to the discussion.

Each learner is expected to both respond initially (by Thursday each week) to the discussion question or assignment instruction posted by the instructor/facilitator each week and make at least two follow-up responses to other learners' postings in the discussion thread by the end of the week

(Sunday at 11:59). The purpose is to ensure an informed and thoughtful dialogue focused on the topic.

Application Assignments

There are 5 application assignments in this course - one each in weeks 1-5. These are designed so you apply the knowledge and skills you learn during the week.

Grading Rubric for Application Assignments

Criteria	Ratings			Total	Comments
	Absent	Needs Improvement	Proficient	50	
Introduction	There is no introduction to the paper. (0 points)	There is an introduction, but it does not introduce the topic, its importance, and/or alert readers to the structure of the discussion of your ideas. (1-6 points)	There is an introduction that introduces the topic, its importance, and it alerts readers to the structure of the discussion of your ideas. (7 points)		
Body (Use of Course Terms and Concepts)	No course terms and concepts were used. (0 points)	Some of the course terms and concepts were used	All of the relevant course terms and concepts were present and used		

		inappropriately or key terms and concepts were missing from the discussion. (1-19 points)	appropriately in the discussion. (20 points)		
Conclusion	There is no conclusion to the paper. (0 points)	There is a conclusion, but it does not synthesize the main ideas of the paper, and/or provides implications for research and/or practice. (1-7 points)	There is a conclusion that synthesizes the main ideas of the paper, and/or provides implications for research and/or practice. (8 points)		
Writing Mechanics (e.g. Spelling, Grammar, etc.)	The paper had severe problems with spelling, grammar, etc. errors. (0 points)	The paper had some spelling, grammar, etc. errors. (1-4 points)	The paper had very minimal spelling, grammar, etc. errors. (5 points)		
Format (e.g., length, font size, margins, in-text citations and	The paper did not meet the minimum format requirements. (0 points)	The paper met some of the format requirements. (1-9 points)	The paper met all format requirements. (10 points)		

reference list in APA style)					
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Evaluations

There are five evaluations in this course - one each in weeks 1-5. The evaluations will cover the knowledge and skills discussed in the course.

Pre/Post Tests

There is a pre and a post test in this course. The pre-test is scheduled for the first week of classes. The post test is scheduled for the last week of classes. While the actual score for both the pre and the post-test do not get configured into your grade, you will earn 5 participation points for the submission of each. The pre and post tests should be taken seriously as they provide important feedback on your learning outcomes. This information is used to continuously improve the course.

Final Reflection Paper

Your final submission for this course will be a paper that includes your response to a provided case (outlined below). **Select the case that applies to your major.**

Content Requirements

Include a minimum of three citations. Your paper will need to reflect a cohesive use of the information from the course. Your paper should represent an application of key applicable concepts.

Final assignment for **Leadership Majors**

Case Review - Organizational Leadership Majors

Discuss affirmative action programs as it relates to women and minorities and the impact, both positive and negative, on business in America. Refer to the following references regarding affirmative action in your paper:

- http://www.civilrights.org/equal-opportunity/fact-sheets/fact_sheet_packet.pdf
- <http://www.theatlantic.com/business/archive/2012/10/how-to-think-about-affirmative-action-like-an-economist/263403/>
- <http://www.bizjournals.com/sanantonio/stories/2002/04/22/focus3.html?page=all>
- http://www.balancedpolitics.org/affirmative_action.htm
- <http://news.yahoo.com/affirmative-action-timeline-10-major-cases-orders-152619306.html>

Final assignment for **Healthcare Majors**

Case Review – Healthcare Majors

Discuss the Americans with Disabilities Act, its application to hiring health care providers and the establishment of reasonable accommodations. Review the following case and information for reference in your paper:

- http://www.eeoc.gov/facts/health_care_workers.html
- <http://www.ada.gov/qandaeng.htm>
- http://www.eeoc.gov/eeoc/history/45th/ada20/ada_cases.cfm
- http://www.hortyspringer.com/HSM/Data/Cases/summary4/Sharma_v_CookCty_11192003.htm

Format Requirements

Document Type	MS Word
Paper Size	8.5 X 11"
Length	3-5 pages (not including tables, spreadsheets, etc.)
Margins	1"
Font	12 pt Times New Roman or a similar font.
Line Spacing	Double. No extra double space between paragraphs please.
Paper Structure	<ul style="list-style-type: none">• Introduction• Body• Conclusion• References
In-text Citations & Reference List Style	APA
File Naming Convention	LastNameFirstNameReflectionPaper Example: DoeJohnReflectionPape

Submission

Submit assignment in the appropriate Assignment area when ready for grading.

Rubric

Criteria	Ratings			Total	Comments
	Absent	Needs Improvement	Proficient	140	
Introduction	There is no introduction to the paper. (0 points)	There is an introduction, but it does not introduce the topic, its importance, and/or alert readers to the structure of the discussion of your ideas. (1-24 points)	There is an introduction that introduces the topic, its importance, and it alerts readers to the structure of the discussion of your ideas. (25 points)		
Body (Use of Course Terms and Concepts)	No course terms and concepts were used. (0 points)	Some of the course terms and concepts were used inappropriately or key terms and concepts were missing from the discussion. (1-	All of the relevant course terms and concepts were present and used appropriately in the discussion. (50 points)		

		49 points)			
Conclusion	There is no conclusion to the paper. (0 points)	There is a conclusion, but it does not synthesize the main ideas of the paper, and/or provides implications for research and/or practice. (1-24 points)	There is a conclusion that synthesizes the main ideas of the paper, and/or provides implications for research and/or practice. (25 points)		
Writing Mechanics (e.g. Spelling, Grammar, etc.)	The paper had severe problems with spelling, grammar, etc. errors. (0 points)	The paper had some spelling, grammar, etc. errors. (1-19 points)	The paper had very minimal spelling, grammar, etc. errors. (20 points)		
Format (e.g., length, font size, margins, in-text citations and reference list in APA style)	The paper did not meet the minimum format requirements. (0 points)	The paper met some of the format requirements. (1-19 points)	The paper met all format requirements. (20 points)		

Grading Scale

All assignments are graded on a 100% grading scale.

A	95-100
A-	90-94
B+	87-89
B	84-86
B-	80-83
C+	77-79
C	74-76
C-	70-73
D+	68-69
D	65-67
D-	63-64
F	0-62

Letter grades are given for all coursework in the Degree Program. Any course in which the learner receives an "F" must be repeated in order to complete the program. Instructor/facilitator are asked to submit grades within two weeks from the end of each course. Upon receipt, a grade report is generated by the Registrar's office and will be available to view within the student's personal electronic file.

Late Work

This course is presented in weekly units online. The weekly attendance period begins Monday at 12:00 am ET and ends on Sunday at 11:59 pm ET. As this is an accelerated course delivery format, **NO** late submissions will be accepted.

Course Policies

Attendance

You are expected to login to the class forum and post to the discussion thread at least three separate days during any given week in order to be awarded attendance credit. Attendance is credited when students **actively engage** in the course. This is defined as posting responses to the threaded discussion, uploading Apply Assignments, downloading documents from Resources, attending Zoom sessions, and other like activities. Student engagement is monitored weekly by the Department of Student Success.

Class Participation

The free expression of ideas is expected. You are encouraged to share your insights and viewpoints, even if they disagree with the professor or others in class. However, it is also expected that any expression of agreement or disagreement be communicated in a civil manner.

Preparation for engagement in discussions is a component of participation. Course readings and materials will provide a basis for learner participation that should be evident in postings.

Zoom sessions will be held weekly. Participation is optional but encouraged. All sessions will be recorded and archived so that they can be viewed again later in the course.

Access to Technology & the Internet

When committing to earning your degree online, you will want to ensure that you have regular access to the proper technology (hardware and software), as well as high-speed Internet.

At CCC, malfunction or failure of students' technology (hardware and/or software) is not an excusable reason for late submission of work. It is the sole responsibility of the online student to procure the technological

hardware (desktop, laptop, tablet, etc.) and software (Microsoft Office, Adobe Reader, etc.) necessary for completing course assignments.

Should a student experience technical difficulties with his/her Internet connection or primary device used for completing coursework, it remains their responsibility to find alternative means of completing and submitting course assignments. In the event of technological failure, students are strongly encouraged to implement their "Plan B". This may include using computers available at public libraries, borrowing computers from friends, relatives, or neighbors, accessing high speed internet at alternative locations, etc. Most importantly, please remember to contact your instructor first to alert them of the situation—and preferably before an assignment deadline. Save your assignments on flash drives or other portable devices so that you may be able to upload them to your class or instructor from another computer.

For a list of free Wifi locations, visit: <http://www.wififreespot.com/>

Academic Integrity

Plagiarism

As a reflection of the Code of Conduct signed by all students at Central Christian College, it is expected that all coursework submitted is your own. The submission of any work, without proper citing or referencing, which is not original to you, will be considered plagiarism. Plagiarism is dishonest and illegal. It includes, but is not limited to, the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment. It also includes the use of materials prepared by another person, or agency, on your behalf.

Each student is expected to be honest in his or her own work. Cheating is dishonest. The term "cheating" includes but is not limited to the:

1. use of any unauthorized assistance in taking quizzes, tests, or examinations;

2. dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; or
3. acquisition, without permission, of tests or other academic materials belonging to a member of the College faculty or staff.

Plagiarized assignments and cheating may result in a failing grade all the way up to dismissal from the course (or institution). More information concerning Academic Integrity can be found in the Catalog and the Student handbook.

Academic Accommodations

Any student who has a documented learning or physical disability and wishes to access academic accommodations under the 1973 Rehabilitation Act of the Americans with Disabilities Act must contact the **Central Christian College of Kansas Guidance Office Director** as soon as possible. The student must have appropriate documentation of the disability and the need for the requested accommodation on file with the guidance director before accommodations can be provided. Please click on the link below to access the information.

[Students with Disabilities](#)

Additionally, the documentation process is found in Doc Sharing. If you have questions about the process, please contact: **Mrs. Pat Muntz** at Central Christian College at **620-241-0723**.

pat.muntz@centralchristian.edu