

# Course Syllabus

## BUS 18: Introduction to Business Law

**Read this syllabus carefully. It should answer most of your questions about the course. If after reviewing this syllabus you still have questions, feel free to send me an email and I'll respond as soon as possible.**

**Please note that once you sign up for this class with the College, it becomes your responsibility to drop the class if necessary. Unless you proactively drop the class through the Admissions & Records Office, you will receive a grade for this course. In other words, I will not be responsible for dropping you if you stop participating in the course.**

### Course Materials

Required Text

**Essentials of Business Law, 4th Edition**, Beatty & Samuelson, Cengage Learning. Make sure you purchase the correct text. Note that a custom version of this text is available at the De Anza College Bookstore. The custom edition will only include the specific chapters covered in this course and should be less expensive than purchasing a complete text (either new or used). No other text, dictionary, study guides or other resources are required.

### Student Learning Outcomes for this course:

Demonstrate a knowledge of basic legal terminology and basic tort, constitutional, criminal, administrative and contract law.

Identify ethical issues in a business law context and evaluate business contractual issues using appropriate common or UCC rules.

### Course Goals

This course provides students with a general knowledge of the legal system and the most important legal concepts affecting business today. The course will stress legal vocabulary, concepts and applications leading to an understanding of the legal environment in which businesses operate. The course will help you better recognize and understand legal problems, avoid some of these problems, and know when professional help is needed.

The course is divided into three parts. The first part will cover the nature and source of the law, the legal system, constitutional law, administrative law, tort law, and criminal law as it is applicable to business. The second part of the class covers general contracting. The final part of the class will address agency, employment, and intellectual property law. Finally we will discuss remedies to contracts, and 3rd party relationships.

### Course Requirements

Complete weekly reading assignments  
Complete weekly assignments by the due dates  
Take and pass the Final Exam

You will notice that the course web site is organized by week. Each week will include a reading assignment and homework assignment at minimum. Homework assignments can be an online quiz,

problem from the textbook, discussion question, case analysis, or anything else I might come up with as we go through the quarter.

In addition to required reading and assignments, the web site will include other resources that are optional. These may include links to web resources, a brief audio summary of a chapter or topic in the text, and other helpful information.

## **Course Policies**

### Grading

Final exam, 200 points

Weekly Homework Assignments, About 100 points

### **Grading Scale**

A	90 - 100%
B	80 - 89%
C	70 - 79%
D	65 - 69%
F	0 - 64%

Note however that your percentage will not be calculated based on the total points possible, but instead I will use the high score in the class as 100%. For example, if the student with the high score in the class has 250 points at the end of the term, then you will need to get 90% of 250 points in order to get an A in the class.

All assignments are due by 11 p.m. on the due date. Please note that I cannot and will not change the due dates or times for any of the tests or other assignments. All assignments except the Final Exam are to be completed online. You must complete them anytime on the day they are due. Also, the quizzes are timed. Once you start taking a quiz, you must finish within the allotted time. **DO NOT LOG OFF AND ATTEMPT TO TAKE THE TEST AT ANOTHER TIME!** The clock will not restart and your time will run out.

Also, I do not give make up exams or quizzes! **The final is mandatory and will be held on campus.** Look for an announcement regarding the Final Exam date, time and location during the first few weeks of class.

## **Communications**

Email is the best way to reach me. When corresponding by e-mail, please include your **FULL LEGAL NAME** in the message. This will assure you a speedier response.

## **Office Hours**

My office hours will be held Mon. – Thurs. from 9 a.m. to 10 a.m. online.