Spring 2017
California State University, Fresno
Craig School of Business

Regulations: Course Syllabus

BA 18. Business and the Legal Environment (4)
Prerequisite: sophomore standing. Introduction to legal system; relation of
ethics to law; administrative, criminal, tort, and labor law; and legal aspects
of international trade. A more extensive study of the law of contracts and
agency. Case studies; discussion and analysis

BA 18 (or its equivalent) is a required course for all students seeking a major
in Business. It is also a required or optional course for other majors. There
are pre-requisites: check the Course Catalogue (URL is
http://www.fresnostate.edu/catalog/#anchor5188092) for more information.

Note: This is a web-based course so there will be NO in person class
meetings, EXCEPT FOR THE FINAL EXAM THAT WILL BE HELD:
Saturday, May 13 at 8:00 a.m. room TBA.

1 All images are used with permission of a license from dreamstime.com or from classroom clipart.com.
# Table of Contents

CONTACT INFORMATION AND OFFICE HOURS .......................................................... 4

ASKING QUESTIONS ABOUT THE COURSE AND SENDING EMAIL ......................... 4

COURT SESSIONS: CLASS MEETINGS .................................................................. 5

OPENING STATEMENT: INTRODUCTION ................................................................ 6

OPENING STATEMENT: GOALS AND LEARNING OUTCOMES .............................. 6

OPENING STATEMENT: COMPUTERS, INTERNET & TECHNICAL REQUIREMENTS ......................................................... 7

YOUR EMAIL ACCOUNT ....................................................................................... 7

COMPUTER AND/OR MOBILE DEVICE USAGE ................................................ 7

SOURCES OF THE LAW: TEXTS AND RESOURCES ........................................... 9

TEXTBOOK ........................................................................................................... 9

INFORMATION TO REGISTER FOR MINDTAP ................................................ 9

PROCEDURE: PEDAGOGICAL STYLE (TEACHING PHILOSOPHY) ........................ 9

PROCEDURE: GETTING STARTED ..................................................................... 10

LEGAL RESEARCH: PREPARATION AND STUDY EXPECTATIONS .................... 11

PREPARATION ..................................................................................................... 11

STUDY EXPECTATIONS ...................................................................................... 12

Where Can Get Help?—Campus Resources ..................................................... 12

Where Can Get Help?—Course Resources ....................................................... 13

STUDENT HANDBOOK ....................................................................................... 13

OVERVIEW OF GRADING SCHEME ................................................................ 14

GETTING STARTED ASSIGNMENTS .................................................................. 15

ONLINE DISCUSSIONS AND ASSIGNMENTS .................................................. 15

Class Participation—Online Discussion Assignments .......................................... 15

Discussion Boards: What are they? ................................................................... 16

Group Discussion Boards ................................................................................... 16

Class Discussion Boards .................................................................................... 17

RV 01217
Contact Information and Office Hours

**Offices: CSB PB232; Phone:** (559) 278-2151  **E-mail:** idaj@csufresno.edu
or idaj@mail.fresnostate.edu

**Department Office:** Finance and Business Law, PB285, (559) 278-2341

**Office Hours:** Mondays and Wednesdays 11:00 a.m.-1:30 p.m. in PB232 or by appointment.

Best way to reach me

The easiest way to contact me is by e-mail. I normally answer e-mail within a few hours if the e-mail is sent Monday through Friday during the day. If you send e-mails on the weekends, I may not answer until Monday morning.

Please check with me before coming to office hours as I sometimes have meetings scheduled and need to know whether to leave a meeting to meet with you.

ASKING QUESTIONS ABOUT THE COURSE AND SENDING EMAIL

If you have questions about assignments or about information related to the course, you should first post the question on the discussion board titled “Interrogatories.”

Many times, more than one student has the same question. If you post your question in the “interrogatories” forum, I can answer your questions for the entire class to see. Also, if another student knows the answer (it’s a question related to the syllabus, for example) then that student can post an answer. I check that discussion board several times per week, so the answers may not be immediate.

Use e-mail for personal-related questions about the course. If you send an e-mail, your e-mail should have a specific and informative subject line (e.g.: Question about Assignment 1) and include your name and course number (e.g.: BA 18). It should also be written in proper English with little use of “textspeak” abbreviations. See below for an example.

Best way to reach me

The easiest way to contact me is by e-mail. I normally answer e-mail within a few hours if the e-mail is sent Monday through Friday during the day. If you send e-mails on the weekends, I may not answer until Monday morning.
COURT SESSIONS: Class Meetings

Class meetings, discussions, homework and tests will be completed **online**. There will be no face-to-face class meetings other than the final exam on **Saturday, May 13 at 8:00 a.m.** I will announce the room location by the final week of classes.

This web-based, totally online course requires a substantial time to:

- Learn to use the updated version of Blackboard,
- Read and study the online readings,
- Complete quizzes, exams and assignments and
- Participate in online discussions.

Because of the additional time it may require to become familiar with this upgraded version of Blackboard, become comfortable in the virtual classroom environment, take a 4-unit class and become familiar with any related computer applications, **you may spend MORE time fulfilling the requirements for this class than you would in a class that meets on campus. You are expected to log onto this class on Blackboard a minimum of FOUR times per week.**
OPENING STATEMENT: INTRODUCTION

Why must you study law when you want to be an accountant, business manager, bank officer, stockbroker, or marketing professional? What is the role of the law and the legal system?

Laws and the legal system affect every aspect of our lives. You see that more explicitly if you participate in the political process by voting and keeping up with current events. In this course, you will hone your knowledge of the law, as it applies to business conduct. The topics include the:

- Origin and nature of the law,
- Relationship between legal and ethical principles
- Relationship between business and its ethical and legal environment
- International legal environment and its impact on business activities
- Substantive laws and their policies, including
  - contracts,
  - torts,
  - labor law,
  - agency law,
  - criminal law and procedure
  - intellectual property

You will increase your ability to recognize legal implications that arise in the context of accounting, management, marketing, and finance situations. Although you will not be a lawyer when you complete this course, you will have a greater knowledge of the legal system and its operation. In this course you practice identifying legal issues, resolving them and developing methods to consider legal and ethical consequences of business decisions. The course will also help you improve your critical thinking, speaking, and writing skills.

OPENING STATEMENT: GOALS AND LEARNING OUTCOMES

The course is designed (1) to develop in you appreciate and understand how businesses operate in the regulatory and ethical environment and (2) to assist development of the analytical skills needed to evaluate and influence social
and legal issues affecting you and your business. As a successful student, when you finish the course, you should be able to:

- Spot potential legal, ethical and social responsibility issues and problems in the local, national and global environments;
- Identify the underlying polices and rationales fostered by the laws being discussed.
- Recognize interrelationships among personal ethics, social responsibility, and sound business regulation.
- Develop skills at problem identification and solution. These skills include the ability to
  - Identify applicable legal and ethical issues;
  - Define and apply legal and ethical concepts to fact situations;
  - Distinguish relevant from irrelevant facts;
  - Distinguish facts from law
- Enhance... written and verbal communication skills [and] critical thinking,

OPENING STATEMENT: COMPUTERS, INTERNET & TECHNICAL REQUIREMENTS

Blackboard

I will teach this class as a web-based (online) course using Blackboard as the learning management system. You must have a Fresno State e-mail account and password to access the Blackboard materials in this course. If you haven't already, be sure to sign up for your Fresno State e-mail account.

YOUR EMAIL ACCOUNT

I may email you about grades and class activities. If your account is full or not working, you will not be able to respond to these messages promptly and you may lose class points. If you use another e-mail account, please forward your Fresno State e-mail to that account so that you do not miss important announcements and other class information.

COMPUTER AND/OR MOBILE DEVICE USAGE

"At California State University, Fresno, computers and communications links to remote resources are recognized as being integral to the education and
research experience. Every student is required to have his/her own computer or have other personal access to a workstation (including a modem and a printer) with all the recommended software. The minimum and recommended standards for the workstations and software, which may vary by academic major, are updated periodically and are available from Information Technology Services (http://www.fresnostate.edu/technology) or the University Bookstore (http://www.kennelbookstore.com). In the curriculum and class assignments, students are presumed to have 24-hour access to a computer workstation and the necessary communication links to the University's information resources."

This is an online class, so 24/7 access to a laptop, desktop or mobile device is critical. If you do not have a laptop, the library has a laptop lending program (http://libguides.csufresno.edu/content.php?pid=347350&sid=2983715).

Using technology can be time consuming, especially when you do not have all the tools required. To complete this course, you need 24/7 access to a PC or Mac with the following installed on your machine:

- An internet connection and a web browser such as Mozilla Firefox 3.0 or higher (recommended). If you use Safari or another browser, you may have difficulty completing some course tasks (e.g. exams and quizzes). To find out whether the browser you use is supported, go to Browsers for Blackboard 9 (http://kb.blackboard.com/pages/viewpage.action?pageId=91389968)
- Access to MS Office products: Word and PowerPoint these products may be available for purchase from the bookstore at a discount (http://www.kennelbookstore.com/SiteText.aspx?id=20670) OR Google Apps at Fresno State (https://googleapps.fresnostate.edu/)
- Quicktime (http://www.apple.com/quicktime/download/) or other video media player
- Java (http://www.java.com/en/)
- Flash (https://get.adobe.com/flashplayer/)
- Adobe Acrobat Reader (http://www.adobe.com/downloads/) to read PDF files

If you use AOL, it may not interface well with Blackboard. You may want to download one of the supported browsers. For more details, go to http://www.fresnostate.edu/academics/blackboard/browsers.html.

For more information and help on using software, please consult the TILT Student Resources page (http://fresnostate.edu/academics/tilt/resources/students.html), go to TILT’s Blackboard Resource Center for assistance or go to the DISCOVERe hub. Both are located in the library.

Mobile devices are great for accessing Blackboard. However, they may not work as well for tests and quizzes. For those, it’s better to use a laptop or desktop computer. That’s what Blackboard recommends. (See: http://www.fresnostate.edu/academics/blackboard/bbmobile.html)

**SOURCES OF THE LAW: TEXTS AND RESOURCES**

**TEXTBOOK**


This course will be taught using Cengage’s MindTap to give you more options on learning activities and ways to master the material. To register, go to this link https://login.cengagebrain.com/course/MTPN-757P-86PN and when requested, enter the access code that came with the book.

**INFORMATION TO REGISTER FOR MINDTAP**

**Student Registration URL:** https://login.cengagebrain.com/course/MTPN-757P-86PN

**Student Registration Instructions:** Print instructions

**Course Key:** MTPN-757P-86PN

**PROCEDURE: PEDAGOGICAL STYLE (TEACHING PHILOSOPHY)**

In this course, you will use critical thinking skills to complete the coursework. The pedagogical theory of this course is based on a constructivist learning\(^3\) in that I expect you to incorporate what you’ve learned in this course with the

\(^3\) URL for constructivist learning theory: https://www.youtube.com/watch?v=PK2NILj3BrU&index=3&list=PL2geJcmwYQQwCklqFcTmHftHaCYNyq8CW
information you’ve learned in other courses and with your in-class and other experiences.

Constructivist learning theory presumes that you learn the most when you are an active participant in the course and that you’re internally motivated to learn. Thus, you will engage in reading, listening and discussion activities designed to encourage you to actively explain what you have learned. To obtain the most from this course, you should complete the coursework as promptly as possible so that you can be a valuable contributor to the discussions and other activities. Part of successful learning is thinking about your thinking, or metacognition. Metacognition is discussed below in the section on study expectations.

The above philosophy is the reason his course is structured as a combination of readings, quizzes and knowledge surveys, self-study, ePortfolio reflections and online discussions. Assignments require reading, listening, watching, discussing, writing and test taking. It is important to keep up with the assignments: check the due dates and complete the assignments on time.

It is very easy to “forget” the demands of an online course when you are attending web-based and traditional classes. It is important to establish a regular routine of logging onto Blackboard in order to keep current on the coursework.

PROCEDURE: GETTING STARTED

Log onto Blackboard using your California State University, Fresno e-mail username and password as soon as possible after you review this syllabus.

Look for BA 18 in your list of courses and click on that link. You will arrive on the home page and will see a welcome from me in the announcements.

Go to “Substantive Law-Intro” on the left menu to complete the beginning of the semester activities.

There are several sections that are essential for you to use Blackboard effectively.

- Check the "Oyez, Oyez: Announcements" section regularly for new information about the class, including class cancellations, notes of

4 http://www.fresnostate.edu/academics/blackboard/
changes in the syllabus or course requirements, and other similar information.

- Look in the Substantive Law sections (Modules) for course handouts, PowerPoint slides, relevant internet references, and any audio or visual materials
- Obtain other information in the "Tools" section. It includes the student manual for using Blackboard, links to Groups and Discussion Boards and the course grade book.
- Take the knowledge surveys and online quizzes as they become available by locating the “Assessments” folder in the Substantive Law section.
- For help with Blackboard contact the Blackboard Resource Center within Technology Innovations for Learning and Teaching (TILT) at 278-7373 or send an email to tiltsupport@csufresno.edu. The office is open during normal office hours in Studio 2 on the second floor of the library. You can find more information about office hours and location at this link (http://www.fresnostate.edu/academics/tilt/gethelp/). You may also be able to get technical help through the DISCOVERe center on the first floor of the library.
- For help with MindTap (see below), contact Cengage.

LEGAL RESEARCH: PREPARATION AND STUDY EXPECTATIONS

PREPARATION

- Strong reading skills and clear communication in writing are essential to succeed in this course. Much of the law depends on the ability to clearly read, write, and understand what is in your textbook, discussed by your instructor and explained by your colleagues.
- This course assumes that you have appropriate reading comprehension and writing skills for college work at the sophomore/junior level. This includes the ability to comprehend the material that has been read and apply the material to fact situations.

In addition, to succeed in this course, you must invest time and effort in carefully reading the text and online readings prior to online discussions. You may need to read sections of the text more than once. To succeed in this class, you should
• That means reading carefully in advance of the time you take the quizzes and exams.
• For the discussion assignments
  o Locate your group to participate in discussions (if you are not in a group, i.e. no group is identified or underlined, please e-mail me (idaj@csufresno.edu) immediately)
  o Respond to comments only after you’ve read other students’ comments (otherwise, you are just repeating what another student said and are not adding value)
  o Start a new thread if no other comments have been posted about the topic you want to discuss
  o Return at least a couple of times to finish up the discussion/answer the questions
• Complete all reflections in a timely manner.

STUDY EXPECTATIONS

I suggest that you set aside specific times each week to study for this class. In addition to the online readings you should expect to spend a significant amount of time reading and posting in the discussion board. For most courses, it’s expected that you spend two hours of outside the class time for every hour in class. However, since this is an online class and there is no regular on-ground time, I estimate you will spend approximately **10 hours per week** studying and preparing for this class, reading and posting on discussions, taking tests, completing reflections and surveys and participating in web conferencing. It may take you more time, depending on how quickly you become acclimated to this upgraded version of Blackboard.

Where Can Get Help?-Campus Resources

**For free tutoring on campus, contact the Learning Center**
([http://fresnostate.edu/studentaffairs/lrc](http://fresnostate.edu/studentaffairs/lrc)) in the Collection Level (basement level) of the Henry Madden Library. You can reach them by phone at 559.278.3052.

Note that they may not have someone to tutor in business law, but you may find useful tips on studying, taking notes while reading and test-taking.

**Our campus has developed SupportNet**
([http://fresnostate.edu/studentaffairs/lrc/supportnet](http://fresnostate.edu/studentaffairs/lrc/supportnet)) to connect students with specific campus resources promoting academic success. I will refer you to SupportNet if believe [you] need the services provided by SupportNet to succeed in your course.” I will make such referrals as an effort
to help you succeed. If a counselor from SupportNet contacts you, please meet with the counselor to see what they might recommend.

**Where Can Get Help?-Course Resources**

I post **weekly study tips in the announcements**. Be sure to read those carefully, as I include reminders of upcoming due dates along with a review of what you’re completed the prior week.

I recommend the following resources, especially the first set of videos on study techniques.

**Videos: How to Study Long and Hard and Still Fail.....How to get the Most Out of Studying** (link URL is https://www.youtube.com/watch?v=RH95h36NChI)

**Videos: Metacognition: How to Get the Most Out of Studying** (link URL is http://www.samford.edu/departments/academic-success-center/how-to-study_)

**Metacognition** (link URL is https://cft.vanderbilt.edu/guides-sub-pages/metacognition/)

**Fact Sheet-Metacognitive Process** (link URL is https://teal.ed.gov/tealguide/metacognitive)

**STUDENT HANDBOOK**

Information on student rights, responsibilities, academic honesty, etc., can be found on the Fresno State Student Handbook web page. The web page is located at: http://www.fresnostate.edu/studentaffairs/division/general/studenthandbook/.

**THE VERDICT: GRADES**

Your final grade will be determined by a ratio of the points you've accumulated and the points possible **coupled with** successful completion of the **comprehensive final exam with a score of "C" or better**.

If you are on the border between grades, then your final grade will be determined by my additional review of your course performance. I’ll look for evidence that you studied diligently. Those include things such as:
- How well you contributed to the discussion assignments (timeliness, content, participation)
- How well you studied for the quizzes (i.e. did you do practice quizzes, did you do additional, optional homework in a timely manner)
- Whether you showed significant improvement in performance overall
- Whether and when you participated in [optional] extra credit opportunities

Another factor is if you perform far above average on the final exam.

The following is the grading system for this semester.

**OVERVIEW OF GRADING SCHEME**

Course grades will be based on performance on assignments, quizzes, exams and the final exam.

<table>
<thead>
<tr>
<th>Item</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Start Here Graded Assignments</strong></td>
<td></td>
</tr>
<tr>
<td>➢ Practice posting to your group (15 points)</td>
<td>50</td>
</tr>
<tr>
<td>➢ Practice Submitting a SafeAssign Assignment (5 points)</td>
<td></td>
</tr>
<tr>
<td>➢ Practice Using Pathbrite (15 points)</td>
<td></td>
</tr>
<tr>
<td>➢ Syllabus Quiz (15 points)</td>
<td></td>
</tr>
<tr>
<td><strong>Online Discussion Assignments (1 @ 15 points; 2 @ 100 points)</strong></td>
<td>215</td>
</tr>
<tr>
<td><strong>Quizzes</strong></td>
<td>180</td>
</tr>
<tr>
<td>(22 @ 10 points apiece-drop up to 4, but I’ll count all quiz scores, even if you exceed 180 points)</td>
<td></td>
</tr>
<tr>
<td><strong>Worksheets/Hypotheticals/Case Analysis</strong> (22 at 5 points apiece-drop up to 4 but I’ll count all worksheet scores, even if you exceed 90 points)</td>
<td>90</td>
</tr>
<tr>
<td><strong>ePortfolio Reflections</strong> (4 @ 25 apiece)</td>
<td>100</td>
</tr>
<tr>
<td><strong>Exams</strong></td>
<td>150</td>
</tr>
<tr>
<td>(3 @ 50 points apiece)</td>
<td></td>
</tr>
<tr>
<td><strong>Final Exam</strong></td>
<td>**</td>
</tr>
<tr>
<td><strong>Extra Credit</strong> (unknown; up to 50 points)</td>
<td></td>
</tr>
</tbody>
</table>

*The final exam determines whether you keep the grade you earned in the course. See the final exam section for additional explanations.
Determining your grade at any point is relatively easy. Compute your grade by comparing the total points you have accumulated to the total points possible at that point. The grading scale is: 90-100% is an A, 80-89% is a B, 70-79% is a C, 60-69% is a D and below 60% is an F.

**GETTING STARTED ASSIGNMENTS**

(Due by **11:59 pm. on Monday, January 30**; look for the “Start Here” section on Blackboard)

Log onto Blackboard as soon as possible to begin working on the orientation assignments for the course. These involve using the tools that we’ll be using all semester. Look for the “Start Here” section.

Please begin work early as there are several parts of this “Start Here” orientation and it will take time (approximately 1-2 hours) to complete all of them.

**ONLINE DISCUSSIONS AND ASSIGNMENTS**

"Conversation is the laboratory and workshop of the student".
- Ralph Waldo Emerson, Society and Solitude-Clubs

Collaborative learning through on-line discussions is a key component of this course. It is often through collaboration and reasoned discussion that we learn the most. We sometimes understand a concept better if we have to explain it to someone else. We can often obtain additional insight through reflecting on and listening to others' comments.

**Class Participation-Online Discussion Assignments**
You will participate in two online discussion assignments during the semester in addition to the first discussion on plagiarism. These assignments include an online reading component, possibly a short individual quiz on the readings and substantive participation in the online discussion on Blackboard. Most of these assignments involve in-group discussions rather than class discussions online. Regular substantive comments are required to receive full points for these discussions.

Discussion Boards: What are they?

A discussion board is an area where you can make and respond to comments. It is a threaded discussion in that one person makes a comment and another person can respond to that comment. The comments are connected to each other as a “thread;” the thread is the subject matter of the first comment.

The Discussion Board forums are the discussion boards created for discussion of specific topics.

I will read comments made in the discussion forums but will not respond to every comment made. I am “listening” to the discussion and providing guidance by watching to be sure you stay on track and are responsible to others’ comments. Note that in this course, there are two different types of discussion boards. There are group discussion boards and there are class discussion boards.

Each discussion board posting will be due on Fridays by 11:59 p.m.

Group Discussion Boards

To find the GROUP discussion board forums, go to Juries: Discussion Groups. Your group will be listed.

When you click on your group name, you will see a list of items. One of those items is “Group Discussions.” Click on that and you will find the forum(s) for your group. The forum is the topic.
As soon as possible, go to the group discussion forum entitled “Introductions” and introduce yourself to your group members. Select someone to be the spokesperson for the group. This person is responsible for submitting the group assignments. (Feel free to volunteer.) Note that only your group members and your instructor can see the comments you make in the group discussion forums. This area is only accessible to your group members and your instructor.

**Study Tip 2**

To earn full points, you must post your first **substantive** response within 10 days of the assignment being made available. You must then post regularly thereafter. If you wait to post during the last 2-3 days the assignment is due, you will NOT earn full points.

Because the online discussion assignments are equivalent to conversations in small groups, a key portion of your grade is based on you responding to other students’ comments. If you only post new threads and do not reply to other students’ postings, you will not earn full points for the assignment.

**Class Discussion Boards**

Class discussion forums are found by clicking on Class Discussions. Each full class discussion forum is listed there. That is the area where comments are posted for the class to read.

There is a discussion board for general questions about the course. If you have a question that relates to the course and the readings, you should post your question in the discussion forum titled: “Interrogatories.”

**Please don’t send me an e-mail message with questions for the course (e.g. course assignments).** Usually, if you have a question about the course, others may have the same question and by asking in the discussion forum, I (or another student) can provide an answer so that everyone can see. Use e-mail to send me information that is more personal and not something directly related to the class and its requirements.

**QUIZZES, AND EXAMS**

All exams and quizzes (ezcept the syllabus quiz) are due on Fridays by 11:59 p.m.
Quizzes

To assist you read in depth and master the subject matter, you must take quizzes covering each chapter. These quizzes are designed to test you on the reading and focus more on recognizing concepts. Note that if you take all the quizzes, you will get the maximum total of the points you earned.

If you miss a quiz, you cannot make it up. Instead, you’ll receive a zero for that quiz. You can drop up to 4 quizzes, so if you have to miss a quiz it will not adversely affect your grade.

These quizzes are part of the MindTap program. Each quiz is composed of 10 true-false, multiple choice questions. You can take each quiz up to 3 times; the last quiz score counts. Each time you take a quiz you will have 30 minutes.

Exams

Exams will be given approximately every four-five weeks for a total of 3 exams in addition to the final exam. Check the attached schedule.

You can take the exam any day from 1:00 a.m. on Wednesday to 11:59 p.m. on Friday of the weeks noted. Exams will be a combination of true-false and multiple-choice unless announced otherwise. You will have 90 minutes for each exam. You will have two opportunities to take the exam before the due date. The last score is what counts.

The quizzes test you on whether you understand the concepts. The exams test you on whether you can apply the concepts.

If you miss an exam, you cannot make it up. Instead, you’ll receive a zero for that exam.

These exams are part of the MindTap program.

WORKSHEETS/HYPOTHETICALS/CASE ANALYSIS
One of the benefits of the MindTap program is that the e-textbook is interactive. Within the chapters are methods to test your understanding. You can even create quizzes to test yourself on chapters.

The required worksheets are integrated into the textbook readings. They are usually a few questions to ask about your understanding of the concepts. I occasionally assign Hypotheticals, videos and case analysis to help you with applying the concepts. The last pages of the syllabus outline the required materials. The required materials are also identified in the MindTap program.

Please feel free to use the additional aids on topics that you also find confusing even after you’ve completed the worksheets. And, of course, feel free to contact me with questions.

EXTRA CREDIT

Occasionally, I give the opportunity for extra credit. It usually involves attending an event, for example, a lecture series event, signing in and submitting a short report about the event. I’ll make that available and you will generally have just a couple of days after you attend to submit a report. No late reports will be accepted. The extra credit points are added to your total points. The reports will be submitted on Blackboard.

FINAL EXAM

The final exam determines whether you keep the grade you earned in the course. If you earn a “C” or higher, you keep whatever grade you earned, whether that’s an “A,” “B,” or “C.” If you perform significantly above average on the final, and your total grade is on the border between grades, that performance can bump you up to the higher grade.

If you earn a “D” on the final exam, and you had a “C” or higher going into the final exam, I will review your performance during the entire semester to see whether you have earned a “C” in the class. So, it is important to complete work on time, complete any extra credit work when you can and participate at a high level on the discussions in order to determine whether you will keep a “C” in the course if you don’t do well on the final exam. I will review:

- How well you contributed to the discussion assignments (timeliness, content, participation)
- How well you studied for the quizzes (i.e. did you do practice quizzes, did you do additional, optional homework in a timely manner)
- Whether you showed significant improvement in performance overall
Whether and when you participated in [optional] extra credit opportunities

Another factor is if you perform far above average on the final exam.

The final exam is composed of between 60 and 75 true-false and multiple choice questions. You will complete the final exam using Blackboard, but you will attend in person to take the final. You will not need a Scantron for the final exam.

To take the final exam, you must come to campus on the date and time announced at the beginning of the syllabus. I will give you more information about the final exam location near the end of the semester.

EPORTFOLIOS AND REFLECTIONS

ePortfolios are electronic files of the information you’ve accumulated to show what you’ve learned in a course, a program or an institution. You may have created paper ePortfolios in the past where you saved your best work and stored it in a paper folder. This is the same process, except the information is kept electronically.

The purpose of the ePortfolio in this class is to give you the opportunity to demonstrate to me, in writing and orally, that you are conducting self assessments and working on improving your performance throughout this class. The eportfolios support and encourage metacognition, that is, thinking about how you think and how you learn. It also gives you the opportunity to explain concepts to me. Finally, it lets me know what you’ve really learned about the material.

To start your ePortfolio, log into Blackboard and go to the section “Start Here.” Be sure to complete this activity so you are prepared to complete your ePortfolio when the time comes.

Additional instructions for the ePortfolios is on Blackboard in the “Syllabus” section.
Technology Glitches

All work must be submitted through Blackboard as explained in the assignment, quiz or discussion instructions. To minimize the likelihood that technology problems prohibit you from submitting the work, you should complete the work as early as possible so that you can contact someone for assistance with any technology problems. However, in the event you cannot log onto Blackboard to complete work, send your work to me at idaj@csufresno.edu as an attachment. Place your name and the assignment number in the subject of the e-mail.

Please be aware that if the difficulty logging in is due to a problem with your ISP, connection or other issue and if Blackboard is functional, I will be unlikely to accept the work submitted by e-mail. It is difficult for me to verify personal technology problems. If it is a Blackboard problem I can confirm that with the University and I will accept the work.

PRIVILEGE: CONFIDENTIALITY

In this class, we may discuss matters that students consider personal and private or may discuss matters relating to students' business situations. Every student has an obligation to keep such information confidential, within the confines of this course and not disclose it outside this course. Thus, by remaining in the class, each student has agreed to keep such information confidential, unless the person who posted the comment consents to disclosure of the comment.

For research purposes, I may use illustrative comments in research presentations to other faculty to illustrate various points. When I do, I do my best to remove personally identifiable information unless I ask your permission to use your name. Please send me an e-mail at the beginning of this course if you do not want me to use your comments for research. If you do so, I will not use your comments.

Miscellaneous

I will not give makeup assignments or quizzes. In the case of an excused failure to complete work, other arrangements will be made. An excused failure requires that you contact me prior to the due date and a verifiable
inability to complete the work. I will not give a makeup assignment or quiz because you forgot to do the work for the class, slept late, were studying for another class, you were “out of town,” or you did not have access to a computer. Plan your schedule so you allow yourself flexibility and continual access to a computer to complete the coursework.

I will not accept late work. You are expected to post comments and turn in assignments as given in the instructions. Discussion board assignments must be completed no later than 11:59 p.m. of the day specified in the assignment. These timelines apply unless otherwise stated in the assignment or in an announcement on Blackboard.

RULES AND REGULATIONS: FRESNO STATE POLICIES

The CSUF Catalog, Schedule of Courses, and General Catalog Web Site contains the following policies and regulations that you should review: Cheating and Plagiarism; Nondiscrimination Policy (this section contains information regarding sexual harassment and students with disabilities); Student Discipline; and Privacy Rights of Students in Education Records. For the online version of the current course catalogue, go to: http://www-catalog.admin.csufresno.edu/current/policies.html. All university practices and procedures apply to this class.

ACADEMIC INTEGRITY: CHEATING AND PLAGIARISM

University Honor Code

Students, faculty and staff are expected to abide by the Honor Code of Academic Integrity for California State University, Fresno.

Students are expected to:

“a. Understand or seek clarification about expectations for academic integrity (including no cheating, plagiarism and inappropriate collaboration) as noted by faculty and on class syllabi, university catalogue, university web sites and other referenced sources. (APM 235, 241)
b. Sign a statement at the end of all exams and assignments that “I have done my own work and have neither given nor received unauthorized assistance on this work.”

c. Take responsibility to monitor academic dishonesty in any form and to report it to the instructor or other appropriate official for action.”

http://www.csufresno.edu/aps/forms_policies/apm/documents/236_000.pdf

**Defining Plagiarism**

In this class, academic dishonesty, including cheating and plagiarism is not tolerated and it is a violation of ethical principles and university policy. Plagiarism involves taking or using the writings or inventions of another and claiming them as your own. It also means quoting directly from any source without giving credit to the true author and without using quotation marks. In this course, pay special attention to information you obtain from the Internet and do not claim it as your own (this means you must use quotation marks and note the internet source of the quote). This means no "cutting and pasting" information from the Internet or other readings, except as specified in the assignments. If you are “cutting and pasting” proper attribution must be given to the source (i.e. you must cite the source of the information). A good rule of thumb is the 3 word rule: if you have used 3 or more words in a row from quoted material, then you must use quotation marks and identify the source of the material. (For more about this rule, go to http://www2.ups.edu/CWL/Plagiarism.htm.) The requirement that you do not plagiarize applies to all online assignments, including discussion board assignments.

**How to avoid plagiarism**

To avoid plagiarism, you should learn to paraphrase ideas in your own words. First, read the textbook or other reading material. Second, without looking at the text or reading material, write a summary of what you've read. After you've done that, then look at the reading material to be sure you have clearly explained and understood the material. Add any clarification necessary. Using that method greatly decreases the likelihood that you will plagiarize material. Be sure to cite the source of the ideas when you paraphrase.

**And Cheating is…**

Cheating is defined as any intent to deceive your instructor in her effort to grade you fairly based on your own effort and work. Cheating involves anything that can possibly affect the fairness of grading. This also means that when
you collaborate, as is permitted in much of the work for this course, you may not use the words of your classmates or anyone else from whom you obtain information unless permitted to do so specifically in an assignment.

In sum, academic dishonesty includes, but is not limited to:

- Copying another persons' examination, paper, research or creative project;
- Submitting another's work as one's own, a previous semester's paper for the current class without instructor permission; a paper from another class without permission or helping another student to do so;
- Using materials, notes, sources or materials not authorized during an examination;
- Employing a surrogate to take an examination or to do the work for this course;
- Using dishonest means to obtain credit for academic work; and
- Plagiarizing or attempting to obtain or obtaining credit for academic work by representing the work of another as one's own. Plagiarism includes copying ideas, words of sentences, paragraphs or parts of those without appropriate acknowledgement.

If you have doubt whether an action constitutes academic dishonesty, please contact the professor.

Sanctions for Cheating and/or Plagiarism

Anyone caught cheating or plagiarizing can suffer any of the following sanctions: 0 for an exam or assignment, 0 for the category in which the plagiarism occurred, an F for the course, and/or expulsion from the university. Depending on the nature of the plagiarism, it is likely that the penalty will be a zero on the category of assignment for which the plagiarism occurred. For example, if one plagiarizes on a quiz, the person who plagiarized would get a “0” for all quizzes.

Additional potential penalties include suspension, probation, and termination of financial aid, and any other University remedies. At a minimum, cheating or plagiarism in this class will result in a zero for the assignment involved and a report of the incident to the Dean of Student Affairs. More severe penalties, including seeking expulsion from the University, may be imposed if warranted and permitted by University policy. For more information, you can view the University Policy and Procedures on Cheating and Plagiarism at http://www.csufresno.edu/aps/forms_policies/apm/documents/235.pdf.
PLAGIARISM DETECTION

The campus subscribes to the SafeAssign.com and Turnitin plagiarism prevention service through Blackboard, and you will need to submit written assignments to one of those services. Your work will be used by SafeAssign.com and/or Turnitin for plagiarism detection and for no other purpose. You may indicate in writing to the instructor that you refuse to participate in the SafeAssign.com and/or Turnitin process, in which case I can use other electronic means to verify the originality of their work. SafeAssign.com and/or Turnitin Originality Reports will be available for you to view if you schedule an appointment to review it with me.

ADDING AND DROPPING CLASSES

Students are responsible for understanding the policies and procedures about the adding/dropping of classes, academic renewals, etc. Students can find more information on adding and dropping at http://www.fresnostate.edu/studentaffairs/classschedule/registration/add-drop.html.

DISRUPTIVE CLASSROOM BEHAVIOR

"The classroom is a special environment in which students and faculty come together to promote learning and growth. It is essential to this learning environment that respect for the rights of others seeking to learn, respect for the professionalism of the instructor, and the general goals of academic freedom are maintained. Differences of viewpoint or concerns should be expressed in terms which are supportive of the learning process, creating an environment in which students and faculty may learn to reason with clarity and compassion, to share of themselves without losing their identities, and to develop an understanding of the community in which they live. Student conduct which disrupts the learning process shall not be tolerated and may lead to disciplinary action and/or removal from class."

SPECIAL NEEDS

If you have special needs as addressed by the American with Disabilities Act (ADA) and need course materials in alternative formats, please notify me and contact the office of Services for Students with Disabilities, (559) 278-2811.

COPYRIGHT POLICY

Copyright laws and fair use policies protect the rights of those who have produced the material. The copy in this course has been provided for private study, scholarship, or research. Other uses may require permission from the copyright holder. The user of this work is responsible for adhering to
copyright law of the U.S. (Title 17, U.S. Code). To help you familiarize yourself with copyright and fair use policies, the University encourages you to visit its Copyright Web Page https://library.fresnostate.edu/info/copyright-policy

Blackboard course web sites contain material protected by copyrights held by the instructor, other individuals or institutions. Such material is used for educational purposes in accord with copyright law and/or with permission given by the owners of the original material. You may download one copy of the materials on any single computer for non-commercial, personal, or educational purposes only, provided that you (1) do not modify it, (2) use it only for the duration of this course, and (3) include both this notice and any copyright notice originally included with the material. Beyond this use, no material from the course web site may be copied, reproduced, re-published, uploaded, posted, transmitted, or distributed in any way without the permission of the original copyright holder. The instructor assumes no responsibility for individuals who improperly use copyrighted material placed on the web site.

The Court Docket: COURSE OUTLINE

The following is the list of chapters we’ll read during this course. We won’t have time to discuss all of those in the online discussions or in the Collaborate sessions, but you are expected to read each of the chapters, ask questions about the readings in the chapters, be prepared to discuss the chapters and be tested on material in these chapters.

<table>
<thead>
<tr>
<th>Module</th>
<th>Chapter Number</th>
<th>Chapter Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Law Foundations</td>
<td>1.</td>
<td>The Legal Environment</td>
</tr>
<tr>
<td></td>
<td>2.</td>
<td>Constitutional Law</td>
</tr>
<tr>
<td></td>
<td>3.</td>
<td>Courts and Alternative Dispute Resolution</td>
</tr>
<tr>
<td></td>
<td>4.</td>
<td>Tort Law</td>
</tr>
<tr>
<td></td>
<td>5.</td>
<td>Product Liability</td>
</tr>
<tr>
<td>2 Property, Ethics,</td>
<td>6.</td>
<td>Intellectual Property Rights</td>
</tr>
<tr>
<td>and Crimes</td>
<td>7.</td>
<td>Internet Law, Social Media and Privacy</td>
</tr>
<tr>
<td></td>
<td>8.</td>
<td>Criminal Law and Cybercrime</td>
</tr>
<tr>
<td></td>
<td>9.</td>
<td>Business Ethics</td>
</tr>
<tr>
<td>3 Contracts and E-</td>
<td>10.</td>
<td>Nature and Classification</td>
</tr>
<tr>
<td>Module</td>
<td>Chapter Number</td>
<td>Chapter Name</td>
</tr>
<tr>
<td>-------------------------</td>
<td>----------------</td>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td>Contracts</td>
<td>11</td>
<td>Agreement</td>
</tr>
<tr>
<td></td>
<td>12</td>
<td>Consideration</td>
</tr>
<tr>
<td></td>
<td>13</td>
<td>Capacity and Legality</td>
</tr>
<tr>
<td></td>
<td>14</td>
<td>Voluntary Consent</td>
</tr>
<tr>
<td></td>
<td>15</td>
<td>Statute of Frauds—Writing Requirement</td>
</tr>
<tr>
<td></td>
<td>16</td>
<td>Performance and Discharge</td>
</tr>
<tr>
<td></td>
<td>17</td>
<td>Breach and Remedies</td>
</tr>
<tr>
<td></td>
<td>18</td>
<td>Third Party Rights</td>
</tr>
<tr>
<td></td>
<td>19</td>
<td>International Law in the Global Economy</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Agency and Employment Law</td>
<td>27</td>
<td>Agency Relationships in Business</td>
</tr>
<tr>
<td></td>
<td>28</td>
<td>Employment, Immigration and Labor Law</td>
</tr>
<tr>
<td></td>
<td>29</td>
<td>Employment Discrimination</td>
</tr>
<tr>
<td></td>
<td>37</td>
<td>Administrative Law</td>
</tr>
</tbody>
</table>
THE COURT DOCKET: READING and ASSIGNMENTS SCHEDULE

Subject to Change Statement

This syllabus and schedule are subject to change in the event of extenuating circumstances.

<table>
<thead>
<tr>
<th>Week</th>
<th>Readings</th>
<th>Homework &amp; Other Assignments</th>
<th>Location in Blackboard (BB) or MindTap (MT)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/15</td>
<td>Course Syllabus</td>
<td>1/16 Martin Luther King Jr. Holiday (Campus Closed)</td>
<td>Syllabus (BB) Start Here (BB)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>The semester begins <strong>January 17</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>➢ Get started with assignments in “Start Here” on Blackboard</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>➢ MindTap “Getting Started-Explore MindTap” videos</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>➢ Begin work on the Online Discussion Assignment 1-Plagiarism (first posting before January 30-continue through February 6)</td>
<td></td>
</tr>
<tr>
<td>1/22</td>
<td>Module 1: Chapters 1 and 2</td>
<td>➢ Apply Brief Hypotheticals 1.1 and 2.1; Video Exercise 2.1 (Due 1/27)</td>
<td>Quizzes and Worksheets (MT)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>➢ Continue work on the Online Discussion Assignment 1-Plagiarism (first posting before January 30-continue through February 6)</td>
<td>Start Here (BB) Online Discussion Assignments (BB)</td>
</tr>
<tr>
<td>Week</td>
<td>Readings</td>
<td>Homework &amp; Other Assignments</td>
<td>Location in Blackboard (BB) or MindTap (MT)</td>
</tr>
<tr>
<td>------</td>
<td>---------------------</td>
<td>---------------------------------------------------------------------------------------------</td>
<td>---------------------------------------------</td>
</tr>
</tbody>
</table>
| 1/29 | Module 1: Chapters 3 and 4 | - Worksheets 1.1, 1.2 and 1.3 *(Due 1/30)* (due date changed)  
- Worksheets 2.1, 2.2 and 2.3 *(Due 1/30)* (due date changed)  
- Worksheets 3.1, 3.2 and 3.3 *(Due 1/30)*  
- Worksheets 4.1, 4.2 and 4.3 *(Due 1/30)*  
- Quizzes Chapters 1, 2, 3 and 4 *(Due 2/3)*  
- Continue work on the Online Discussion Assignment 1-Plagiarism (first posting before January 30-continue through February 6) | Quizzes and Worksheets (MT)  
Start Here (BB)  
Online Discussion Assignments (BB) |
| 2/5  | Module 1: Chapter 5 | - Read Chapter 5  
- Apply Brief Hypotheticals 3.1 *(Due 2/6)* [Review Chapter 3]  
- Video Exercises 4.1 and 4.2 *(Due 2/6)* [Review Chapter 4]  
- Worksheets 5.1, 5.2 and 5.3 *(Due 2/6)*  
- Quiz Chapter 5 *(Due 2/10)*  
- Finish work on Online Discussion Assignment 1-Plagiarism (first posting before January 30-continue through February 6) | Quizzes and Worksheets (MT)  
Online Discussion Assignments (BB) |
<p>| 2/12 | Module 1:          | - Exam 1-Module 1 Chapters                                                                   | Exam (MT)                                   |</p>
<table>
<thead>
<tr>
<th>Week</th>
<th>Readings</th>
<th>Homework &amp; Other Assignments</th>
<th>Location in Blackboard (BB) or MindTap (MT)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Exam- Chapters 1-5</td>
<td>(available 2/15-end of the day on 2/17)</td>
<td>Online Discussion Assignments (BB)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Readings for Online Discussion Assignment 2 (first posting before February 20-continue through March 20 with group report due March 27)</td>
<td></td>
</tr>
<tr>
<td>2/19</td>
<td>Module 2: Chapters 6 and 7</td>
<td>- Worksheets 6.1 and 6.2 (Due 2/20)</td>
<td>Quizzes, Case Analysis, Apply Brief Hypotheticals, Apply Case Problems and Worksheets (MT)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Apply Brief Hypotheticals 6.1 (Due 2/20)</td>
<td>Online Discussion Assignments (BB)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Apply Case Problems Blueprint 6.1 (Due 2/20)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Worksheets 7.1, 7.2 and 7.3 (Due 2/20)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Video Exercise 7.1, 7.2 and 7.3 (Due 2/20)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Reflection 2 (Due 2/24)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Quizzes Chapters 6 and 7 (Due 2/24)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Postings for Online Discussion Assignment 2 (first posting before February 20-continue through March 20 with group report due March 27)</td>
<td></td>
</tr>
<tr>
<td>2/26</td>
<td>Module 2: Chapters 8 and 9</td>
<td>- Analyze Case Problem Blueprint 7.1 and 7.2 (Due 2/27) [Review of Chapter 7]</td>
<td>Quizzes, Case Analysis, Apply Brief Hypotheticals, Apply Case Problems and Worksheets (MT)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Worksheets 8.1, 8.2 and 8.3 (Due 2/27)</td>
<td>Online Discussion Assignments (BB)</td>
</tr>
<tr>
<td>Week</td>
<td>Readings</td>
<td>Homework &amp; Other Assignments</td>
<td>Location in Blackboard (BB) or MindTap (MT)</td>
</tr>
<tr>
<td>------</td>
<td>----------</td>
<td>-------------------------------</td>
<td>------------------------------------------</td>
</tr>
</tbody>
</table>
|      |          | ➢ Worksheets 9.1, 9.2 and 9.3 (Due 2/27)  
➢ Quizzes Chapters 8 and 9 (Due 3/3)  
➢ Postings for Online Discussion Assignment 2 (first posting before February 20-continue through March 20 with group report due March 27) | Worksheets (MT)  
Online Discussion Assignments (BB) |
| 3/5  | Module 2: Exam Chapters 6-9 | ➢ Analyze Case Problem Blueprint 8.1 (Due 3/6)  
[Review of Chapter 8]  
➢ Apply Brief Hypotheticals 8.1 (Due 3/6) [Review of Chapter 8]  
➢ Video Exercise 8.1 (Due 3/6) [Review of Chapter 8]  
➢ Apply Brief Hypotheticals 9.1 (Due 3/6) [Review of Chapter 9]  
➢ Analyze Case Problem Blueprint 9.1 (Due 3/6) [Review of Chapter 9]  
➢ Exam 2-Chapters 6-9 (available 3/8 to end of the day on 3/10)  
➢ Postings for Online Discussion Assignment 2 (first posting before February 20-continue through March 20 with group report due March 27) | Quizzes, Case Analysis, Apply Brief Hypotheticals, Apply Case Problems and Worksheets (MT)  
Exam 2 (MT)  
Online Discussion Assignments (BB) |
<table>
<thead>
<tr>
<th>Week</th>
<th>Readings</th>
<th>Homework &amp; Other Assignments</th>
<th>Location in Blackboard (BB) or MindTap (MT)</th>
</tr>
</thead>
</table>
| 3/12  | Module 3: Chapters 10, 11 and 12 | ♦ Worksheets 10.1 and 10.2 (Due 3/13)  
♦ Worksheets 11.1, 11.2 and 11.3 (Due 3/13)  
♦ Worksheets 12.1, 12.2 and 12.3 (Due 3/13)  
♦ Quizzes Chapters 10, 11, and 12 (Due 3/17)  
♦ Reflection 3 (Due 3/17)  
♦ Postings for Online Discussion Assignment 2 (first posting before February 20-continue through March 20 with group report due March 27.) | Quizzes, Case Analysis, Apply Brief Hypotheticals, Apply Case Problems and Worksheets (MT)  
Online Discussion Assignments (BB) |
| 3/19  | Module 3: Chapters 13, 14 and 15 | ♦ Apply Brief Hypotheticals 11.1 (Due 3/20) [Review of Chapter 11]  
♦ Analyze Case Problem Blueprint 11.1 (Due 3/20) [Review of Chapter 11]  
♦ Analyze Case Problem Blueprint 12.1 and 12.2 (Due 3/20) [Review of Chapter 12]  
♦ Worksheets 13.1, 13.2, and 13.3 (Due 3/20)  
♦ Worksheets 14.1 and 14.2 (Due 3/20)  
♦ Worksheets 15.1 and 15.2 (Due 3/20)  
♦ Quizzes Chapters 13, 14 and 15 (Due 3/24) | Quizzes, Case Analysis, Apply Brief Hypotheticals, Apply Case Problems and Worksheets (MT)  
Online Discussion Assignments (BB) |
<table>
<thead>
<tr>
<th>Week</th>
<th>Readings</th>
<th>Homework &amp; Other Assignments</th>
<th>Location in Blackboard (BB) or MindTap (MT)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>➢ Postings for Online Discussion Assignment 2 (first posting before February 20-continue through March 20 with group report due March 27)</td>
<td></td>
</tr>
<tr>
<td>3/26</td>
<td>Module 3: Chapters 16, 17 and 18</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
➢ Cesar Chavez Day March 31 (Campus Closed)  
➢ Apply Brief Hypotheticals 13.1 (Due 3/27) [Review of Chapter 13]  
➢ Engage Video Exercise 13.1 (Due 3/27) [Review of Chapter 13]  
➢ Analyze Case Problem Blueprint 14.1 (Due 3/27) [Review of Chapter 14]  
➢ Analyze Case Problem Blueprint 15.1 (Due 3/27) [Review of Chapter 15]  
➢ Apply Brief Hypotheticals 15.1 (Due 3/27) [Review of Chapter 15]  
➢ Worksheets 16.1 and 16.2 (Due 3/27)  
➢ Worksheets 17.1 and 17.2 (Due 3/27)  
➢ Worksheets 18.1 and 18.2 (Due 3/27)  
➢ Quizzes Chapters 16, 17 and 18 (Due 3/31)  
➢ Group Report due for Online |

Quizzes, Case Analysis, Apply Brief Hypotheticals, Apply Case Problems and Worksheets (MT)  
Online Discussion Assignments (BB)
<table>
<thead>
<tr>
<th>Week</th>
<th>Readings</th>
<th>Homework &amp; Other Assignments</th>
<th>Location in Blackboard (BB) or MindTap (MT)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Discussion Assignment 2</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| 4/2  | Module 3: Exam-Chapters 10-18 | - Apply Brief Hypotheticals 16.1 (Due 4/3) [Review of Chapter 16]  
- Analyze Case Problem Blueprint 16.1 (Due 4/3) [Review of Chapter 16]  
- Engage Video Exercise 17.1 (Due 4/3) [Review of Chapter 17]  
- Analyze Case Problem Blueprint 17.1 (Due 4/3) [Review of Chapter 17]  
- Engage Video Exercise 18.1 and 18.2 (Due 4/3) [Review of Chapter 18]  
- Analyze Case Problem Blueprint 18.1 (Due 4/3) [Review of Chapter 18]  
- Read Online Discussion Assignment 3  
- Exam 3-Chapters 10-18 (available 4/5 to end of the day on 4/7) | Quizzes, Case Analysis, Apply Brief Hypotheticals, Apply Case Problems and Worksheets (MT)  
Exam 3 (MT)  
Online Discussion Assignments (BB) |
<p>| 4/9  | Spring Break Week | | |</p>
<table>
<thead>
<tr>
<th>Week</th>
<th>Readings</th>
<th>Homework &amp; Other Assignments</th>
<th>Location in Blackboard (BB) or MindTap (MT)</th>
</tr>
</thead>
</table>
| 4/16  | Module 4: Chapters 19, 27 and 28 | ➢ Worksheets 19.1, 19.2 and 19.3 (Due 4/17)  
➢ Worksheets 27.1, 27.2 and 27.3 (Due 4/17)  
➢ Worksheets 28.1, 28.2 and 28.3 (Due 4/17)  
➢ Apply Brief Hypotheticals 19.1 (Due 4/17)  
➢ Analyze Case Blueprint 28.1 (Due 4/17)  
➢ Quizzes Chapters 19, 27 and 28 (Due 4/21)  
➢ Reflection 4 (Due 4/21)  
➢ Postings for Online Discussion Assignment 3 (first posting before April 17-continue April 28 with group report due May 5) | Quizzes, Case Analysis, Apply Brief Hypotheticals, Apply Case Problems and Worksheets (MT)  
Online Discussion Assignments (BB) |
| 4/23  | Module 4: Chapters 29 and 37 | ➢ Worksheets 29.1, 29.2 and 29.3 (Due 4/24)  
➢ Worksheets 37.1, 37.2 and 37.3 (Due 4/24)  
➢ Analyze Case Blueprint 37.1 (Due 4/24)  
➢ Quizzes Chapters 29 and 37 (Due 4/28)  
➢ Postings for Online Discussion Assignment 3 (first posting before April 17-continue April 28 with group report due May 5) | Quizzes, Case Analysis, Apply Brief Hypotheticals, Apply Case Problems and Worksheets (MT)  
Online Discussion Assignments (BB) |
<table>
<thead>
<tr>
<th>Week</th>
<th>Readings</th>
<th>Homework &amp; Other Assignments</th>
<th>Location in Blackboard (BB) or MindTap (MT)</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/30</td>
<td></td>
<td>➢ Reflection 5 (Due 5/5)</td>
<td>Quizzes, Case Analysis, Apply Brief Hypotheticals, Apply Case Problems and Worksheets (MT)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>➢ Postings for Online Discussion Assignment 3 (first posting before April 17-continue April 28 with group report due May 5)</td>
<td>Online Discussion Assignments (BB)</td>
</tr>
<tr>
<td>5/7</td>
<td></td>
<td>Last day of instruction is 5/10</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Final Exam Saturday, May 13, 8:00 a.m.</strong> location TBA</td>
<td></td>
</tr>
</tbody>
</table>