

LANEY COLLEGE
Business 2 —Introduction to Business Law
Summer 2016
Online Section-30632

Instructor: XiaoLin (Linda) Chi

Class Code Number: 30632

Online Class Format

Prerequisites: None

Email: xchi@peralta.edu

Note: Email is the best way to contact me. I will make every effort to respond to emails within 24 hours, excluding breaks and weekends.

Course Description

This course considers the legal environment within which businesses must operate. The legal environment of business examines the framework of the American legal system from a business perspective with a substantive and analytical focus on legal, regulatory, and ethical issues that impact primary and secondary stakeholders, executives, managers, and employees of privately held and publicly held business entities. The course reviews the nature and source of law, the operation of the judicial system, selected Constitutional provisions involved in the litigation of business problem, and selected substantive legal areas having a direct relationship with business operation and ethical decision making.

Course Objectives

- ❖ Recognize legal and ethical issues when making business decisions.
- ❖ Gain an enhanced understanding of legal rules and ethical constraints.
- ❖ Improve analytical problem solving and ethical decision making skills.
- ❖ Apply substantive legal theory and ethical decision-making considerations that enhance a manager's practical ability to respond to legal challenges in a business context.
- ❖ Evaluate expert advice and determine the extent to which it should be incorporated into business decisions.

Student Learning Objectives

Upon completion of this course, students will be able to demonstrate the ability to do the following:

- ❖ Define the role of business law and its place in the field of business.
- ❖ Define the difference between bilateral and unilateral contracts.
- ❖ Distinguish the similarity and differences between sole proprietorships, partnerships, corporations, and LLC forms or business organization structures.
- ❖ Discuss the role and responsibilities of the agent in contract law.

Prerequisite Skills for an Online Class

Characteristics of successful online students:

- Self-disciplined and self-motivated
- Enjoy challenges and working through them
- Able to communicate well through writing
- Basic understanding of technology and a willingness to learn more.

Technical Requirements

Students enrolled in this course should have:

1. access to a computer with reliable internet
2. personal or Peralta email address
3. basic computer skills
 - Able to use word processing program, compose emails (with attachments), organize files
 - Basic internet skills
 - Able to use a browser, conduct searches, upload and download files

About the Class

How does this online class work?

An online class is not different from a face-to-face class taking on campus. There are weekly homework assignments, extra credit assignments, quiz and tests. All of these assignments have deadlines that must be met. Check in detail on the course schedule and course website for the assignments due date. The only difference is that all the work is done through a computer via the Internet through a course website Connect and Moodle.

An online week begins on Monday 12:00 am, and ends on Sunday 11:55 pm. Once an assignment is closed, it cannot be reopened. The course is challenging and it will require spending a good amount of hours each week. Make sure you spend some time planning your schedule.

The first step in taking this course is to register into the course website Moodle and Connect, see instructions below. It is important that you register soon after the course is available to students, and begin getting familiar with the page; it does take a bit to get comfortable with the navigation of the page.

What are the major challenges of an online class?

The major challenge in the online format is **procrastination**. You must treat this class as a regular face to face class where assignments are collected by the instructor on a certain date, and where the test are also given on a certain date. Good planning and enthusiasm will prevent you from procrastinating.

Required Textbook and Materials

- Book Title: The legal Environment of Business
 - Authors: Sean P. Melvin
 - Edition: 2nd
 - Publisher: McGraw-Hill
- Connect Access Card/Code

- Online Study Materials

This Moodle course website contains several studying materials that will help you master the subject in each chapter.

- a. PowerPoint slides to help you overview and summarize each chapter

- b. Chapter notes. These summarize the chapter concepts
- c. Practice quizzes, very useful before taking a test.
- d. And of course, you textbook

Textbook Purchase Options

1. Purchase at Laney College Book store (Customized Version):

This is a customized copy containing the textbook and the Connect access code to the course website. Check detail on the Laney Bookstore website www.bkstr.com.

2. Purchase an EBook and connect access code (Full Version):

To purchase the EBook and connect access code, please go to following website:

<http://connect.mheducation.com/class/l-chi-summer-2016-businesslaw-online>

Once in Connect, click on “How to Buy Access Online” The video will give you detail steps for purchasing the book. Following is how the site looks:

The screenshot shows the 'Welcome!' page of the Connect LMS. On the left, there is a login section for 'ALREADY REGISTERED?' with fields for 'Email Address' and 'Password', a 'SIGN IN' button, and a link for 'Forgot your password?'. On the right, the 'REGISTER TO YOUR CLASS' section displays class details: Course: Business 2-Business Law, Section: Summer 2016 Online 30632, Instructor: Linda Chi (with a profile picture), and Textbook: The Legal Environment of Business: A Managerial Approach: Theory to Practice, 2nd Edition by Melvin, 2. A 'REGISTER NOW' button is at the bottom right.

3. Purchase the book from other online site (IMPORTANT)

The publisher does not sell the connect access card separately, \$120 E-book contains the Connect registration access. Other online sites except for Laney Bookstore and the Publisher, sell hardcopy of textbook only, no Connect access card is provided. If you plan to buy textbook from other online site, you will still need the connect access code. And the **ONLY** option is to pay the \$120 EBook.

4. Courtesy Access

If you are not able to purchase the textbook at the beginning of the summer, the publisher gives two weeks **FREE TRIAL** so that you can start working and not missing any assignments deadlines.

You need the textbook (either format) and access card on the first day of class!

Registration to Course Website (Please read carefully)

The course website will be through Moodle which is the official Peralta site for the online courses. The registration to the site is free and is based upon students officially register in the class through Passport, the Peralta registration system. If you are on the waiting list, you will not be able to register until you are officially registered for the class.

1. Type or copy and paste the following address:

<http://eperalta.org/summer2016/>

The screenshot shows the Moodle login page for the Peralta Community College District Summer 2016. The page has a dark header with the district name. On the left is a sidebar with navigation links like 'Site news', 'Courses', and 'Categories'. In the center is the Peralta Community College District logo and a 'Login Instructions' box. On the right is a 'Login' form with fields for Username and Password, and a 'Remember username' checkbox. Below the login form are sections for 'Latest news', 'Upcoming events', and a 'Calendar'.

2. After the initial login, you will see all the courses you are register for this summer. Click on Bus. 2-Intro. to Business Law. This is how the page looks like:

The screenshot shows the Moodle course page for BUS-2-L1(30632)-INTRO TO BUS LAW. The page has a dark header with the course name. On the left is a sidebar with navigation links like 'Site home', 'Current course', 'People', 'Administration', and 'My courses'. The main content area has a 'Welcome to Bus-2 Introduction to Business Law' message from the instructor, Linda Chi. It includes a 'How to begin' section, a 'Course Organization' section, and a 'Simulation Case' section. On the right is a sidebar with 'Search forums', 'Latest news', 'Upcoming events', 'Recent activity', and 'Quickmail'.

3. Once in the course webpage, spend some times getting familiar navigating in the page and checking all the icons.

The course website will provide our basis for communication as well as provide you with a variety of tools to study and help you for the material for each week. Also in the course website, you will find links to the homework, quiz, tests, and extra-credit assignments. This link will take you to a new site named “Connect”. You will need the Connect registration card that was included in your textbook package.

Registering in Connect:

Instruction for registration as the following steps:

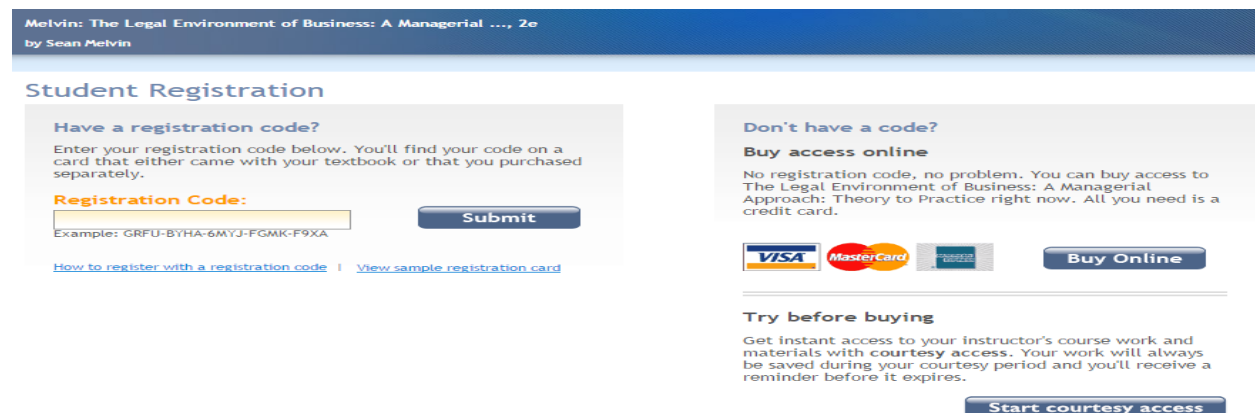
1. On your browser, copy and paste the following address, then click on “Register Now” <http://connect.mheducation.com/class/l-chi-summer-2016-businesslaw-online>
2. Enter your email address. Here you can use either your Peralta email or your personal one, then click on “Submit”

Student Registration



The screenshot shows a web form titled "Student Registration". Below the title, it says "Tell us your email address" in orange. Underneath, a message states: "We'll check to see if you already have a McGraw-Hill Education account and show you your registration options. (S) Our Privacy Policy". There is a label "Email Address:" followed by a text input field. Below the input field, an example is provided: "Example: jdoe@email.com". At the bottom of the form, there are two buttons: "Cancel" on the left and "Submit" on the right.

3. Three ways to register into connect. Please DO NOT DELAY registration. The sooner you are in, the sooner you will be up and running.
 - 1) If you purchase the textbook from the Laney Bookstore, the package contains the Connect Access card. Enter the information on the left of the below page.
 - 2) To purchase connect access code and an E-book, click” Buy online”
 - 3) The site also will give you an option to start working with a **Free Trial** that will give access to the assignments and an EBook. Remember that after the expiration date you need to pay in order to complete all the course assignments.



The screenshot shows a web page for "Student Registration" with a blue header. The header text reads: "Melvin: The Legal Environment of Business: A Managerial ..., 2e by Sean Melvin". Below the header, there are two main sections. The left section is titled "Have a registration code?" and contains the text: "Enter your registration code below. You'll find your code on a card that either came with your textbook or that you purchased separately." Below this is a label "Registration Code:" followed by a text input field. An example is provided: "Example: GRFU-BYHA-6MYJ-FGMK-F9XA". A "Submit" button is located to the right of the input field. Below the input field, there are two links: "How to register with a registration code" and "View sample registration card". The right section is titled "Don't have a code? Buy access online" and contains the text: "No registration code, no problem. You can buy access to The Legal Environment of Business: A Managerial Approach: Theory to Practice right now. All you need is a credit card." Below this text are three credit card logos: Visa, MasterCard, and American Express. A "Buy Online" button is located to the right of the logos. Below the credit card logos, there is a section titled "Try before buying" with the text: "Get instant access to your instructor's course work and materials with courtesy access. Your work will always be saved during your courtesy period and you'll receive a reminder before it expires." A "Start courtesy access" button is located at the bottom of this section.

Note: You cannot register to Connect several times with different names, as it will show as a different student. I only count the grades of students who are officially enrolled in Passport roster. Everyone else will be deleted from the Connect page.

Grading Policy

You will receive numerical scores for your work; the work required will be weighted as follows:

	Number	Points	Total	Percentage
Chapter Homework under Connect	12	5	60	20%
Exams under Connect	5	40	200	67%
Quiz under Connect	1	10	10	3%
Simulation Case under Moodle	1	30	30	10%
Total			300	
<i>Extra Credit Assignments</i>	4	10	40	
<i>Forum "Let's Get Acquainted"</i>	1	5	5	
<i>Total Possible Extra-credits</i>			45	

Grades will be given as follows:

Points Earned	Grade	%
270-300	A	90%
240-269	B	80%
210-239	C	70%
180-209	D	60%
179 and below	F	

Homework Assignments: (60 points)

There will be 12 homework assignments given during the summer, one for each chapter and every assignment is worth 5 points. All homework assignments must be done online in the course website through Connect, no paper submission will be accepted. You will be able to work on any homework assignments, as many times as you like (unlimited attempts) before due date, only the highest score will be counted as your final grade. As you work on these assignments, you will see the words "**Check My Work**" which will help you check the accuracy of your answer.

Exams (200 points)

There will be 5 exams given during the summer. Each exam includes multiple choice and true or false questions, which is worth 40 points. Just like on campus classes, you will have a limited time to take the exam. Exams are given 3 hours to complete, typically it is plenty of time. You only have **one** opportunity to take the exam and it must be done in **one** setting, which means that you cannot begin the exam, save it and resume later as the time will elapsed. Make sure you study and get ready for the tests.

Quiz (10 points)

There is one quiz covers chapter 1 & 2 with multiple choice and true or false questions, total with 10 points. Students only have **one** opportunity to take the quiz and it must be done in **one** setting, one hour to complete it.

Case Study Simulation problems (30 points)

There is one simulation case under Moodle week one, which test students' ability to analyze hypothetical situations and determine the extent to which various legal rules and ethical constraints apply, each worth 30 points.

Extra Credit Assignments (45points)

Students will be able to increase their grade in case of a low-test grade or a missing grade. The course website under Connect contains 4 interactive learning tools that are fun, and will help you learn the material cover in the textbook, total with 40 points. These extra credit assignments will be available on June 27, 2016 until July 30, 2016 @11:55pm. Students can earn extra 5 points for participate in the "Let's get acquainted" Forum discussion in the introduction section of the course website Moodle before July 3, 2016.

Makeup Examinations

THERE ARE NO MAKEUP EXAMS

Academic Dishonesty

Students should be honest in their academic works. Academic dishonesty such as plagiarism and cheating is not acceptable. Academic dishonesty is an ethical issue and defrauds all those who depend upon the integrity of the college, its course, and its degrees. Any Appearance of academic dishonesty will not be tolerates. The consequences will be severe, including but not limited to, a failing grade in the course.

Laney College Disability Resource Center

If students have documented disability and need reasonable accommodations to fully participate in course activities or meet course requirements, you must: 1) contact the Office of Disability Services Program in Room E251 or call 510-464-3428 for assistance; and 2) meet with me within one week of receiving a copy of the accommodation letter from Disability services to discuss your accommodation needs and their implementation.

Important Dates

June 26	Last day to drop and receive a refund, without a "W" appearing on transcripts.
July 19	Last day to withdraw and receive a "W".
July 28	Summer Session Ends.

Note:

No material in this course is intended to constitute legal advice. As a faculty member, I am prohibited by professional ethics and college policy from representing any of my students as clients and therefore cannot give anyone specific legal advice. Please do not rely on the information presented in this course in lieu of obtaining a professional legal opinion from an attorney.

Class Schedule – Bus 2 Summer Online 30632

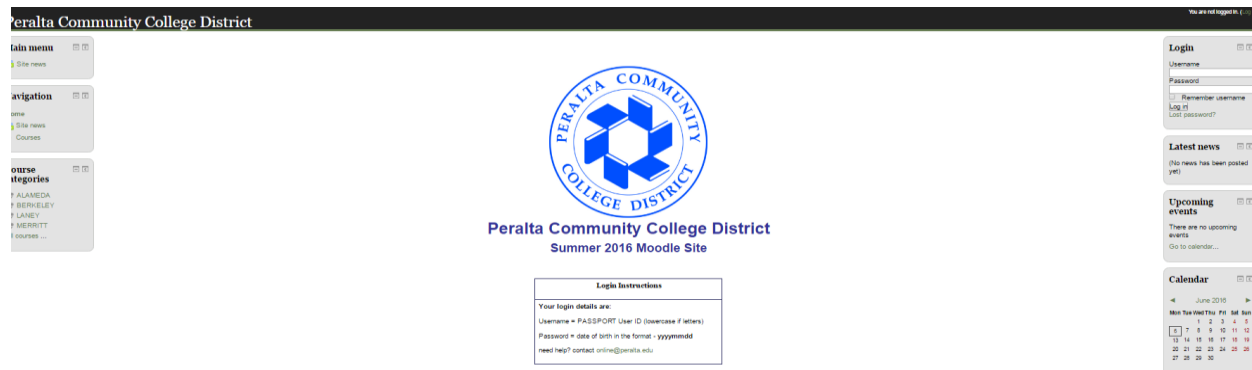
Remember: The online course week begins on Monday at 12:00 am and ends on Sunday at 11:55 pm. All weekly assignments are due on **Sunday at 11:55 pm except for week 6.** Assignments will not be available after that date.

Weekly Assignments	Topic/Lecture	Homework & Due Date
Week 1 (Monday June 20 to Sunday June 26)		
Week 1	Register to the course website in Moodle Get familiar with the course website page Register to Connect Post your info. on the “ Let’s get acquainted” forum (5 points) Chapter 1 & 1A: Legal Foundations Chapter 2: Business and the Constitution <u>Chapter 1 & 2 Homework under Connect (10 points)</u> <u>Quiz under Connect (10 points)</u> <u>Simulation Case under Moodle (30 points)</u>	Chapter 1 & 2 homework, Quiz, and Simulation case will be due on this Sunday at 11:55pm.
Week 2 (Monday June 27 to Sunday July 3)		
Week 2	Chapter 3: The American Judicial System, Jurisdiction, and Venue Chapter 4: Resolving Disputes: Litigation and Alternative Dispute Resolution Options <u>Chapter 3 & 4 Homework under Connect (10 points)</u> <u>Test I under Connect (40 points)</u> <u>Extra credit Assignment #1 (10 points)</u>	Chapter 3 & 4 homework, and Test I will be due on this Sunday at 11:55pm.
Week 3 (Monday July 4 to Sunday July 10)		
Week 3	Chapter 7:Contract Formation Chapter 8:Contract Performance: Conditions, Breach, and Remedies <u>Chapter 7 & 8 Homework under Connect (10 points)</u> <u>Test II under Connect (40 points)</u> <u>Extra credit Assignment #2 (10 points)</u>	Chapter 7 & 8 homework, and Test II will be due on this Sunday at 11:55pm.
Week 4 (Monday July 11 to Sunday July 17)		
Week 4	Chapter 9:Contracts for the Sale of Goods Chapter 10:Torts and Products Liability <u>Chapter 9 & 10 Homework under Connect (10 points)</u> <u>Test III under Connect (40 points)</u> <u>Extra credit Assignment #3 (10 points)</u>	Chapter 9 & 10 homework, and Test III will be due on this Sunday at 11:55pm.

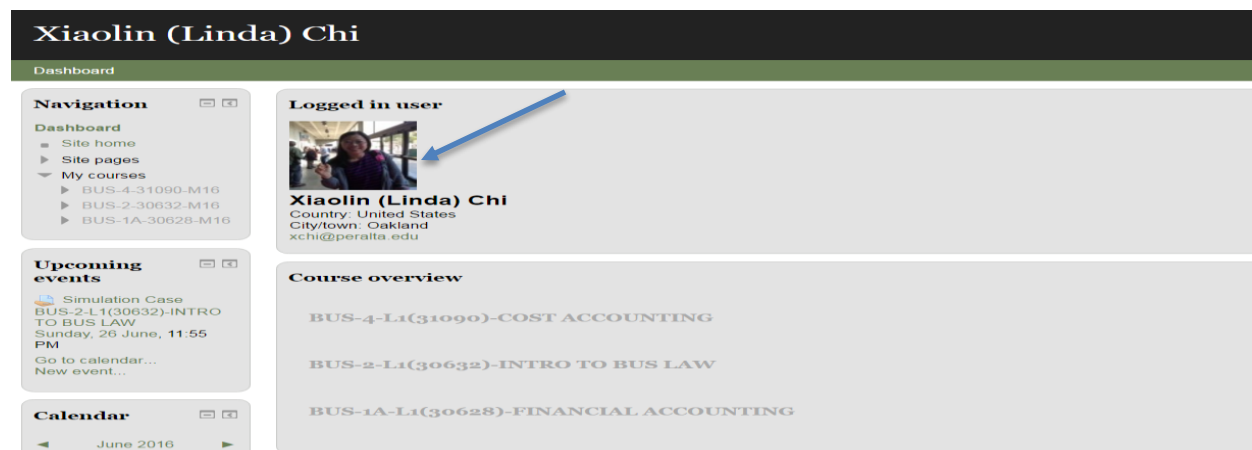
Weekly Assignments	Topic/Lecture	Homework & Due Date
	Week 5 (Monday July 18 to Sunday July 24)	
Week 5	<p>Chapter 14: Choice of Business Entity, Sole Proprietorships, and Partnerships. Chapter 15: Limited Liability Companies and Limited Liability Partnerships</p> <p><u>Chapter 14 & 15 Homework under Connect (10 points)</u> <u>Test IV under Connect (40 points)</u> <u>Extra credit Assignment #4 (10 points)</u></p>	Chapter 14 & 15 homework, and Test IV will be due on this Sunday at 11:55pm.
	Week 6 (Monday July 25 to Thursday July 28)	
Week 6	<p>Chapter 16:Corporation Chapter 17:Regulation of Securities, Corporate Governance, and Financial Markets</p> <p><u>Chapter 16 & 17 Homework under Connect (10 points)</u> <u>Test V under Connect (40 points)</u></p> <p>This is our last week of the course! Summer section officially ended on July 28, 2016 (Thursday), but I will leave week 6 assignments and extra credit open until July 30, 2016(Saturday) @11:55pm.</p>	<p>Please submit the following assignments no later than Saturday 07/30/2016:</p> <ol style="list-style-type: none"> 1. Chapter 16 & 17 Homework 2. Test V 3. Extra credit assignments #1 through #4

How to Change Your Profile in Moodle

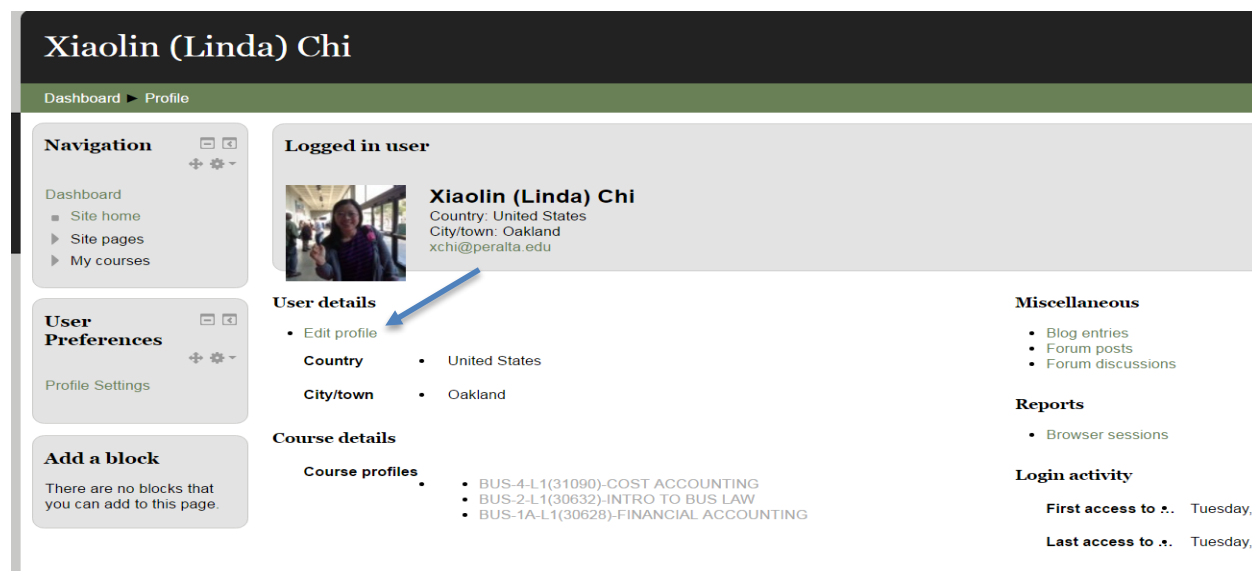
1. Sign into Moodle: <http://eperalta.org/summer2016/>



2. Once in the course page, click on the picture area under logged in user.



3. Once in the page, click on “Edit Profile” under User details



4. When you on edit profile page, you should be able to change your email address, write something about you and add an image, preferable a picture of you. Make sure to use the email that you most often read.

User account ► Edit profile

Xiaolin (Linda) Chi

▼ General

First name*

Surname*

Email address*

Email display

City/town


Select a country

Timezone

Description ?

Moodle auto-format ▼


▼ User picture


Current picture 

Delete ☐

New picture ?

Maximum size for new files: 450K

 **Files**



You can drag and drop files here to add them.

5. Make sure to save your profile at the end of the page.