

DE ANZA COLLEGE BUSINESS DEPARTMENT
BUSINESS 18
BUSINESS LAW I – SECTION 4
SPRING 2016
INSTRUCTOR: BYRON LILLY

Course Objectives: To provide an intensive introduction to the American legal system and particularly the laws applicable to business owners and managers. Emphasis is on contract law.

Required Materials:

- **Textbook:** Either **Selected Materials From Essentials of Business Law, Custom Edition for De Anza College**, 4th edition, Beatty/Samuels, Cengage Learning, copyright 2012 (ISBN 978-1-133-76970-5) or **Essentials of Business Law, 4th Edition**, Beatty/Samuels, Cengage Advantage Books, copyright 2012 (ISBN 978-0-538-47380-4)
- **Test supplies:** Two (2) 8 ½" x 11" *ParSCORE Score Sheets* (for the exams) and a #2 (soft lead) pencil. ParSCORE score sheets are available for sale at the De Anza College bookstore.

Course Requirements:

- **Attendance:** Class meets twice a week, and attendance is required. Attendance will be called every day at the beginning of class. If you are late to class, come see me either at the ten minute break (midway point) or at the end of class and let me know that you are there. I will ask you what time you arrived. If you have to leave class **early**, please send me an email telling me what time you left the classroom. I need that to keep accurate attendance records. If you will not be attending a class, or miss a class, send me an email with the reason for your absence.

There are five ways to get dropped from this class. The first three are based on attendance. The last two will only apply to you if you do not take the midterm exam with the rest of the class. Please read these **very carefully** and make sure you remain in compliance with them, because **if I drop you after the start of the third week, you will not be able to add back this quarter.**

1. **If I mark you absent 2 or more class periods in a row prior to May 27 and have not received an email from you explaining either of these absences, *or***
2. **If you miss three classes or more before the end of the third week (April 24, 2016), *or***
3. **Beginning at the start of the 4th week (April 25) and ending May 27, if your attendance falls below 70% **and** your current grade in the class is a D+ (69%) or lower, *or***
4. **If you miss the midterm and do not contact me within two days to schedule your make-up exam, *or***
5. **If you do not *take* your makeup midterm exam within one week of the rest of the class...**

... I will drop you from the course!

- **Reading assignments:** Completion of reading assignments is essential for successful performance on the examinations. Students are advised to do each day's reading assignment **before** class on the day it is listed, because we will often discuss the material in class, and if you have not done the reading, you may not be able to follow the discussion.
- **Access to the Internet:** Access to the Internet is required for this class. The online quizzes will count for 25% of your course grade. You can use your own home computer for Internet access; or, if you prefer, you can use the computers in the Library West Computer Lab. The Library West

Computer Lab is located downstairs in (the basement of) the Learning Center West (LCW) building.

- **Homework:** Homework consists of **reading assignments** plus **online quizzes**. Online quizzes are required. These quizzes are open book, open note, but you are **strictly forbidden** to take the quizzes in groups, assist other students in taking the quizzes, or solicit the assistance of other students in taking the quizzes. You must take the quizzes **entirely on your own**. Please carefully review the daily lesson plan at the end of this green sheet for the online quiz due dates. There are *no makeups* for the online quizzes. If you do not take a quiz by the due date *for any reason*, that quiz will be *excluded* from the calculation of your quiz grade, but *your course grade will be lowered by one-eighth (1/8th) of one percentage point for each quiz you miss*. The most the online quizzes can lower your course grade is four percentage points. The most they can raise it is three percentage points.
- **Examinations:** There will be two exams, one of which is the final exam. Both exams are required. If you do not take the midterm exam within one week of the rest of the class, you will be dropped from the class. If you know you will be absent on the day of an exam, please make arrangements with me to take the exam *early, before* the rest of the class. Otherwise, your midterm score will be lowered by a *lateness penalty*. Lateness penalties are assessed at a rate of 5 percentage points per full or partial week late. If you miss the midterm, please contact me as soon as possible to schedule a make up exam. Students who miss the midterm and do not contact me within two days of that midterm to schedule their makeup exam will be dropped from the class.

Midterm Re-takes:

- A student who takes the midterm on time (not late) and receives a C or below (77% or below) on it can make themselves eligible to re-take the midterm, if they so choose, by requesting and completing *on a timely basis* a lengthy homework assignment based on the chapter 1 through 7 material, then meeting with me in my office to review the questions they missed on that homework assignment. Midterm re-takes are taken in the hallway of my office building by appointment. A student who completes a midterm re-take will receive the higher of their original score or their re-take score.

Miscellaneous Resources Available to Help You Succeed in This Class:

- There are two **copies of the textbook on reserve** at the De Anza Library. You can only check them out for 2 hours at a time, and there are no overnight checkouts, but it's an option if you're on a really tight budget. Ask at the library circulation desk for details on how to check them out.
- I believe the **Student Success Center** has hired a tutor to teach Business Law students. Their general subjects tutoring is located in room ATC304 in the Advanced Technology Center building. You are advised to request a tutor early if you think you might need one, because that tutor has limited capacity and their time will be allocated on a first-come, first-served basis. To apply for help from this tutor, go to <http://deanza.edu/studentssuccess/gensub/pdf/gensubtuteeapp.xls>, fill out the General Subject Weekly Individual Tutee Application located there, and email it to sscgensub@deanza.edu. Call Sandra Blackborow at (408) 864-8852 if you have any questions about this program.
- Students who believe they might have a learning disability are encouraged to call the **Educational Diagnostic Service** at (408) 864-8753 to get tested; or if you have already been tested, to make arrangements with the **Disability Support Programs and Services department** at (408) 864-8839 for extra time on exams. Note that you *must* contact the Educational Diagnostic Service within the first two weeks of classes or they will generally not accommodate your request to be assessed for

learning disabilities.

Grading Policy:

Grades shall be assigned based on the following overall scale:

Weighted average course grade	Letter grade
99% or above	A+
92-98%	A
90-91%	A-
88-89%	B+
82-87%	B
80-81%	B-
78-79%	C+
70-77%	C
67-69%	D+
58-66%	D
55-57%	D-
Below 55%	F

The three components of the grade shall be weighted as follows:

Online quizzes	25%
Midterm	36%
Final Exam	39%

Academic Integrity Policy:

Students who cheat on exams or online quizzes, or help others while they are taking exams or online quizzes will receive an F in the course, and they will be reported to the Dean of Instruction of De Anza College for further disciplinary action.

Last Date to Drop is Strictly Enforced:

If you do not want to continue in the class, be sure to use the MyPortal system to drop the class by May 27th, otherwise *you will be stuck in the class. State law forbids me from dropping you after May 27th for any reason.* Your only option after that date is to request an incomplete grade. But you will only *qualify* for an *incomplete grade* if you can prove an *unforeseen, unavoidable circumstance* that makes it *impossible* for you to finish the class, such as being called up for active duty by the National Guard, or being hospitalized. Less dire circumstances generally do not qualify for incomplete grade.

Useful Websites:

1. General website for this course: <http://www.deanza.edu/faculty/lillybyron/business18.html>
2. De Anza's Catalyst system, where you will take the required weekly online quizzes, can be found at: <https://catalyst.deanza.edu>. For information on how to log in to the Catalyst system for the first time, see <http://www.deanza.edu/distance/firsttimehome.html>.
3. (Optional) You will find some useful (although entirely optional) online quizzes at the website that goes with the **fourth edition** of your textbook: http://www.wadsworth.com/cgi-wadsworth/course_products_wp.pl?fid=M20b&product_isbn_issn=9780538473804&token=

Important dates to remember: (All dates in 2016)

Monday, April 4 – First day you can begin work on the course material in Catalyst.

Sunday, April 10 – The chapter 1 quizzes (there are five of them) are due by 11:55PM.

Saturday, April 16 – In theory, the last day you can use your add code to add this class; *but you shouldn't wait that long, because you will not have access to any of the course material in Catalyst until the day after you add the class in MyPortal!*

Sunday, April 17 – The chapter 3 quizzes are due by 11:55PM. (We are skipping chapter 2.) Also, this is the last day to drop this class for a full refund or credit. Also, the last day to drop this class with no grade of record.

Friday, April 29 – Last day to request a Pass/No Pass grade at the Admissions and Records department

Thursday, May 5 – **Midterm Exam:** Chapters 1, 3, 4, 5, 6 and 7

Friday, May 27 – **Last day to drop with a "W"** (This is a **very important due date**. This is your last possible opportunity to drop the class. Requests to drop after this date will not be successful, regardless of the reason for the request.)

Thursday, June 23 – **9:15-11:15AM Final Exam:** Chapters 9 through 17

Contacting the instructor:

Office hours: MW 8:30-9:30AM, plus TTh 12:30-1:30PM. Other times by appointment.

Office location: Room F41F, Building F4

Telephone: (408) 864-8431

Email: lillybyron@fhda.edu

Website: <http://www.deanza.edu/faculty/lillybyron/>

Business 18 - Spring 2016

Daily Lesson Plan

green = Catalyst quizzes due

yellow = in-class exam

orange = Catalyst quizzes due on a weird day

Date	Reading Assignment/Day of Week	What's going on that day
4/5/2016	Chapter 1, pages 1-7	Bring a copy of the syllabus to class. Bring book to class.
4/7/2016	Course syllabus, plus remainder of chapter 1, plus chapter 3 pages 44-47.	1. Try your Catalyst login 2. Decide which party you think won in James v. Meow Media and why (page 19.) 3. Be prepared to answer "additional questions" 3, 6, 7, and 9 in class, found on pages 23-24.
4/10/2016	First Sunday	Last chance to take the 5 chapter 1 Catalyst quizzes
4/12/2016	Chapter 3, pages 48-64.	
4/14/2016	Chapter 3, pages 65-74, plus all of chapter 4.	Be prepared to answer chapter 3 "additional question" 2, found on page 74.
4/17/2016	Week 2 quizzes	Last chance to take the chapter 3 Catalyst quizzes
4/19/2016	Chapter 5, pages 104-121.	Decide which party you think won in Barnes v. Glen Theater on page 116 and why.
4/21/2016	Chapter 5, pages 122-129	Be prepared to answer chapter 5 additional questions 2, 7, and 8 in class (pages 128-130.)
4/24/2016	Third Sunday	Last chance to take the chapter 4 and 5 Catalyst quizzes
4/26/2016	Chapter 6, pages 131-150.	Decide which party you think won in Yeagle vs. Collegiate Times on page 134 and why.

4/28/2016	Remainder of chapter 6. Chapter 7, pages 160-167.	1. Be prepared to answer chapter 6 additional questions 2, 3, 5, 6, and 12 in class (pages 156-158). 2. Decide which party you think won in Bieber v. People on page 166 and why.
5/1/2016	Fourth Sunday	Last chance to take the chapter 6 Catalyst quizzes
5/3/2016	remainder of chapter 7 (Fifth Tuesday)	Be prepared to answer additional questions 1, 4, and 7 in class (pages 190-192.) Plus, last chance to take chapter 7 Catalyst quizzes.
5/5/2016	Midterm Exam (Thurs)	Chapters 1, 3, 4, 5, 6, and 7
5/8/2016	Fifth Sunday	no quizzes due
5/10/2016	Chapter 9	1. Decide which party you think won in Demasse v. ITT Corporation on page 232 and why. 2. Be prepared to answer additional questions 4, 5, and 7 in class (pages 243-244.)
5/12/2016	Chapter 10	1. Decide which party you think won in Cochran v. Norkunas on page 249 and why. 2. Be prepared to answer additional questions 1, 2, 3, 4, 5, and 8 in class (pages 267-268).
5/15/2016	Sixth Sunday	Last chance to take the chapter 9 Catalyst quizzes
5/17/2016	Chapter 11, through page 280	Decide which party you think won in Culbertson v. Brodsky on page 276 and why.
5/19/2016	Remainder of chapter 11, plus chapter 12 pages 290 to 294	1. Decide which party you think won in Citizens Trust Bank v. White on page 281 and why. 2. Be prepared to answer additional questions 1, 4, 5, 6, and 7 in class (pages 288-289). 3. Decide which party you think won in Chem v. New York Life Insurance Company on page 292.
5/22/2016	Seventh Sunday	Last chance to take the chapter 10 and 11 Catalyst quizzes
5/24/2016	Remainder of chapter 12	Be prepared to answer additional questions 1, 2, 3, 5, 6, 7, and 8 in class (pages 306-307).
5/26/2016	Chapter 13, thru page 318	
5/29/2016	Eighth Sunday	Last chance to take the chapter 12 Catalyst quizzes
5/31/2016	Remainder of chapter 13	1. Decide who you think won in <i>In Re</i> RLS Legal Solutions, L.L.C. on page 325. 2. Be prepared to answer additional questions 2, 3, 4, 5, 6, 7, and 8 in class (pages 331-332).
6/2/2016	Chapter 14, plus the Leitz v. Thorson case, which you'll find on my De Anza website	1. Decide who you think won in Sawyer v. Mills on page 339. 2. Be prepared to discuss Leitz v. Thorson 3. Be prepared to answer additional questions 2, 3, 4, and 8 in class (pages 352-353).
6/5/2016	Ninth Sunday	Last chance to take the chapter 13 and 14 Catalyst quizzes
6/7/2016	Chapter 15	1. Decide who you think won in Wells Fargo Bank Minnesota v. BrooksAmerica Mortgage Corporation on page 365. 2. Be prepared to answer additional questions 2, 3, 4, and 9 in class (pages 371-373.)
6/9/2016	Chapter 16	1. Decide which party you think won in Anderson v. Country Life Insurance Co. on page 379 2. Be prepared to answer additional questions 2, 3, 6, 7 and 8 in class (pages 393-394.)
6/12/2016	Tenth Sunday	Last chance to take the chapter 15 Catalyst quizzes

6/14/2016	Chapter 17	1. Decide which party you think won in Bi-Economy Market, Inc. v. Harleystown Insurance Co. of New York on page 401. 2. Be prepared to answer additional questions 3, 4, 5, and 7 in class (pages 418-419.)
6/16/2016	catch-up day	
6/19/2016	Eleventh Sunday	Last chance to take the chapter 16 and 17 Catalyst quizzes
6/23/2016	Final Exam / Thursday	9:15AM - 11:15AM (Chapters 9 - 17)