

BUS 350

Business Law

Semester: Fall 2015
Days: Tue/Thu 9:45-11:00am
Room: A2210

Number of credits: 3

Prerequisites:
 BUS 100 or BUS 305

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Office hours: Tues 1-3; Wed 10-12; by appointment

This course provides an examination of the law of contracts, assignments, trusts and negotiable instruments. Business transactions and the formation of contracts will be discussed. This course also covers the law of torts, insurance and guarantees, principle and agent, partnerships, corporations and credit transactions.

Expected Learning Outcomes:

By the end of this course you will be expected to understand the concept of the “rule of law” and how it forms the basis of our Canadian legal system. In addition, you will be expected to understand how to manage risk in a business setting and communicate about legal concepts. Finally, Biblical views of justice will be considered throughout the course.

You will develop a basic understanding of:

- Canadian legal system
- Litigation process and alternative dispute resolution
- Torts and liability
- Contract negotiation, formation and enforcement
- Legal forms of businesses in Canada
- Basic concepts of property law – real property, personal property, intellectual property
- Marketplace legislation – consumer protection, financing, bankruptcy
- Electronic commerce and international trade

Textbook: *Legal Fundamentals for Canadian Business*, 4th Edition, Richard A. Yates, Pearson Canada Inc., 2016.

First day of classes: September 9, 2015
Registration revision ends: September 20, 2015
Last day to request revised examination: October 26, 2015
Last day to withdraw from course: November 12, 2015
Last day to apply for time extension for coursework: November 23, 2015
Last day of classes: December 14, 2015

Final Exam: December 17, 2015
Time: 1-4 pm
Room: A2210

Evaluation:

The following is a summary of all evaluation methods and relative weights for the course:

Evaluation Method	Weight	Date Due
Quizzes	10%	Prior to each class where chapter first on syllabus
Midterm exam (chapters 1-4)	20%	October 15, 2015
Final exam (chapters 5-10)	30%	December 17, 2015
Assignments (4 @ 5% each)	20%	See below
Business Negotiation	20%	See below

Course Requirements:***Quizzes***

Quizzes on the terminology and basic concepts covered in each chapter must be completed during the week prior to the first class in which a chapter is discussed. The purpose of the quizzes is to encourage students to do the chapter readings and get a grasp of the basic concepts prior to class. Class lectures, assignments and exams will focus on applying the concepts so it is important that a foundation be laid. Quizzes will typically be 15 questions in length. They must be completed on Moodle (under the “Quizzes”) tab. One attempt is allowed for each quiz and you have 45 minutes to complete each quiz though it is not expected it will take you this long. You may use your text and any other non-human resources (i.e. do not do with a classmate). Please note that the first quiz is available until September 17 and the second quiz is available until September 22. Your lowest two quiz marks will be dropped.

Midterm & Final Exams

The exams will focus on the application of the concepts learned throughout the course. The final will not be cumulative. The Cases for Discussion and to a lesser extent the Questions for Student Review and the Questions for Further Discussion at the end of each chapter of the text are good examples of exam type questions. Students will be permitted to create and bring one double sided reference sheet for each exam. Sample exam questions and answers will be discussed.

Assignments

Short assignments will be completed throughout the course. Assignments must be submitted via Moodle by 5pm on the dates due. Late assignments will not be accepted. Details on each assignment will be available on Moodle. The assignments include:

1. Case brief – due **September 24**
2. Legal research memo – due **December 3**
3. Court attendance and summary report – due **December 10**
4. Class insights – Bible & justice; legal ethics in the news – **sign up on Moodle wiki by September 18**

Business Negotiation

Students will be provided with a set of facts and certain objectives and constraints for a business negotiation. The negotiations will take place during the week of **November 16-20** with certain written components to be submitted prior to (**November 12**) and after (**November 24**) the negotiations. Details will be provided on Moodle.

Attendance & Participation:

Each student is expected to regularly attend and actively participate in classroom discussions and any on-line discussion forums assigned. Group discussions and analysis of course topics will be a key component of learning throughout the term. Students are expected to attend all classes, having prepared for class by reading the assigned readings ahead of time and actively participate in group discussions. The skills needed to participate effectively in class and present your ideas are the same skills required to be effective in the business world. If external circumstances or illness prevent you from attending or adequately preparing for a class, please let the professor know. The instructor may reduce a student's mark by a letter grade (i.e. B to B-) if a student's participation is inadequate.

Grade Summary:

The available letters for course grades are as follows:

<i>% Grade</i>	<i>Letter Grade</i>	<i>Description</i>
95% to 100%	A+	
90% to 94%	A	Excellent
85% to 89%	A-	
80% to 84%	B+	
76% to 79%	B	Good
72% to 75%	B-	
68% to 71%	C+	
64% to 67%	C	Satisfactory
60% to 63%	C-	
55% to 59%	D+	
50% to 54%	D	Minimal Pass
0% to 49%	F	Failure

To pass the course, students must achieve an overall grade of at least 50%. Failure to submit a major assignment without legitimate reason (i.e. evidenced illness) or prior approval of the instructor may result in a failed grade for the course. The instructor's policy re late assignments will not apply as the short assignments are worth less than 10% and the negotiations must be done on time. Consequently, no late assignments will be accepted.

Please note that final grades will be available on your student portal.

Policies:

All students have received an Ambrose e-mail account upon registration. It is the student's responsibility to check this account regularly as the Ambrose email system will be the professor's instrument for notifying students of important matters (Cancelled class sessions, extensions, requested appointments, etc.) between class sessions. If students do not wish to use their Ambrose accounts, it is highly recommended that they forward all messages from the Ambrose account to the other account.

During the **Registration Revision Period** students may to enter a course without permission, change the designation of any class from credit to audit and /or voluntary withdraw from a course without financial or academic penalty. These courses will not appear on the student's transcript. Courses should be added or dropped on the student portal by the deadline date, please consult the List of Important Dates. After that date, the original status remains and the student is responsible for related fees.

Students intending to withdraw from a course after the Registration Revision Period must apply to the Office of the Registrar by submitting a Request to Withdraw from a Course by the **Withdrawal Deadline**, please consult the List of Important Dates. Withdrawal from courses after the Registration Revision period will not be eligible for tuition refund. A grade of "W" will appear on the student's transcript.

Students wishing to withdraw from a course, but who fail to do so by the applicable date, will receive the grade earned in accordance with the course syllabus. A student obliged to withdraw from a course after the Withdrawal Deadline because of health or other reasons may apply to the Registrar for special consideration.

Students, who find a conflict in their exam schedule must submit a **Revised Examination** Request form to the Registrar's Office by the deadline date, please consult the List of Important Dates. Requests will be considered for the following reasons only: 1) the scheduled final examination slot conflicts with another exam; 2) three final exams within three consecutive exam time blocks; 3) the scheduled final exam slot conflicts with an exam at another institution; 4) extenuating circumstances. Travel is not considered a valid excuse for re-scheduling or missing a final exam.

Electronic Etiquette

Students are expected to treat their instructor, guest speakers, and fellow students with respect. It is disruptive to the learning goals of a course or seminar and disrespectful to fellow students and the instructor to engage in electronically-enabled activities unrelated to the class during a class session. Please turn off all cell phones and other electronic devices during class. Laptops should be used for class-related purposes only. Please do not use iPods, MP3 players, or headphones. Do not text, read, or send personal emails, go on Facebook or other social networks, search the internet, or play computer games during class. The professor has the right to disallow the student to use a laptop in future lectures and/or to ask a student to withdraw from the session if s/he does not comply with this policy. Repeat offenders will be directed to the Dean. If you are expecting communication due to an emergency, please speak with the professor before the class begins.

Academic Policies

It is the responsibility of all students to become familiar with and adhere to academic policies as stated in the Academic Calendar. Personal information, that is information about an individual that may be used to identify that individual, may be collected as a requirement as part of taking this class. Any information collected will only be used and disclosed for the purpose for which the collection was intended. For further information contact the Privacy Compliance Officer at privacy@ambrose.edu.

Extensions

Although extensions to coursework in the semester are at the discretion of the instructor, students may not turn in coursework for evaluation after the last day of the scheduled final examination period unless they have received permission for a "**Course Extension**" from the Registrar's Office. Requests for course extensions or alternative examination time must be submitted to the Registrar's Office by the deadline date, please consult the List of Important Dates. Course extensions are only granted for serious issues that arise "due to circumstances beyond the student's control".

Appeal of Grade

An appeal for change of grade on any course work must be made to the course instructor within one week of receiving notification of the grade. An appeal for change of final grade must be submitted to the Office of the Registrar in writing within 30 days of receiving notification of the final grade, providing the basis for appeal. A review fee of \$50.00 must accompany the appeal to review final grades. If the appeal is sustained, the fee will be refunded.

Academic Integrity

We are committed to fostering personal integrity and will not overlook breaches of integrity such as plagiarism and cheating. Academic dishonesty is taken seriously at Ambrose University College as it undermines our academic standards and affects the integrity of each member of our learning community. Any attempt to obtain credit for academic work through fraudulent, deceptive, or dishonest means is academic dishonesty. Plagiarism involves presenting someone else's ideas, words, or work as one's own. Plagiarism is fraud and theft, but plagiarism can also occur by accident when a student fails or forgets to give credit to another person's ideas or words. Plagiarism and cheating can result in a failing grade for an assignment, for the course, or immediate dismissal from the university college. Students are expected to be familiar with the policies in the current Academic Calendar that deal with plagiarism, cheating, and the penalties and procedures for dealing with these matters. All cases of academic dishonesty are reported to the Academic Dean and become part of the student's permanent record.

Students are strongly advised to retain this syllabus for their records.
