

Midstate College  
411 W. Northmoor Rd.  
Peoria, IL 61614  
(309) 692-4092 (800) 251-4299  
Summer Term 2019

**Course number & Name:** BUS 108—Business Law 2

**Credit hours:** 4 Quarter Hours

**Method of Delivery:** eLearning

**Course Description:**

A continuance of the legal concepts included in Business Law 1 (BUS 107), with an emphasis on the application of ethics and legal principles in the legal and social environment of business. The student will gain an understanding of agency and employment law, the forms of business organizations, real and personal property, bailments, insurance, wills and estates, and protection of the consumer, creditor, and debtor.

**Prerequisite:** Successful completion of BUS 107 Business Law 1 or permission of department director.

**Text(s) & Manual(s):** Business Law, Principles and Practices (Ninth Edition)

**Author(s):** Arnold J. Goldman and William D. Sigismond

**Publisher:** Houghton Mifflin Company (2014)

**ISBN-13:** 978-1-133-58656-2

**Materials needed for this course:** This course requires the minimum system requirements to complete eLearning courses at Midstate College.

**Topics:** The following topics are covered in this course:

1. Employment and Labor Law (employer/employee, principal/agent, and third party relationships)
2. Business Organizations (sole proprietorship, partnership, corporation & franchising)
3. Social Environment of Business (with an emphasis on business ethics and corporate social responsibility).
4. Government Regulation of Business (emphasis on securities law/regulation)
5. Property Law (renting, buying, and selling property)
6. Bailments, and the Responsibilities of the Parties

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7. Insurance (property, auto, and personal)
8. Wills and Estate Planning
9. Consumer Protection Law

**Learning Objectives:** Upon successful completion of this course, the student will be able to:

1. Identify the principles of agency, employment, and labor laws.
2. Recognize the various business organizations (including the sole proprietorship, partnership, and corporation).
3. Recognize the ethical and corporate social responsibilities placed on these business organizations.
4. Demonstrate knowledge of the government's regulation of business (including securities law/regulation).
5. Identify the basic principles of law applying to real and personal property.
6. Identify the law of bailments and the rights and obligations of the parties involved.
7. Recognize the various types of insurance, including property and casualty, automobile, life, and health.
8. Identify the requirements of a valid will and the importance of estate planning.
9. Identify the laws passed by the federal and state governments to protect the consumer, taxpayer, and creditor.

**Midstate Grading Scale:**

A = 100% to 90%

B = 89% to 80%

C = 79% to 70%

D = 69% to 60%

F = 59% to 0%

All students must have a 70% or better to pass this course.

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### **Academic Integrity:**

Academic integrity is a basic principle of the College's function. Midstate College students are expected to maintain a high level of academic honesty. Contrary actions may result in penalties such as failure of the assignment(s), a lesser grade on assignment(s), failure of the course and/or suspension from the College. The course instructor will review all submitted documents and supporting evidence in connection to the infraction. The course instructor will also review the student's personal file for other notifications of academic dishonesty before determining the level of action to be applied. The course instructor will complete the Academic Dishonesty Report form to document and describe the incident and actions taken, then kept on file. The student may appeal the decision to administration, whose decision will be final.

The following (**plagiarism, cheating, deception, sabotage, computer misuse and copyright infringement**) are included in the actions Midstate College considers behavior contrary to the academic integrity policy; however, the policy is not limited to these examples. Further discussion of consequences regarding academic dishonesty are addressed in the Student Handbook.

### **Plagiarism:**

Plagiarism is using another person's words, either by paraphrase or direct quotation, without giving credit to the author(s). Plagiarism can also consist of cutting and pasting material from electronic sources by submitting all or a portion of work for assignment credit. This includes papers, computer programs, music, sculptures, paintings, photographs, etc. authored by another person without explicitly citing the original source(s). These actions violate the trust and honesty expected in academic work. Plagiarism is strictly against the academic policy of

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Midstate College. Its seriousness requires a measured, forceful response which includes consequences for inappropriate and/or no citation.

In courses containing writing assignments, the College promotes the use of Turnitin which compares the student's writing against previously submitted papers, journals, periodicals, books, and web pages. Students and instructors can use this service to reduce the incidence of plagiarism. This electronic resource has been found to conform to legal requirements for fair use and student confidentiality. It is able to provide a report to the student indicating the parts of the assignment that match.

**Student Success and Tutoring:**

Contact Student Success: Room 110; (309) 692-4092, ext. 1100;  
studentsuccess@midstate.edu;

The Office of Student Success offers help in the following areas:

- Tutoring: Tutoring is encouraged for students who are doing their best to complete assignments yet still are experiencing difficulty in this course. Tutoring may be provided by the instructor outside of scheduled class times or through the office of Student Success.
- Writing assignment assistance: This may include learning how to conduct research; using proofreading tools such as Turnitin; outlining a topic; and applying MLA/APA standards.
- Math, accounting, and computer skills (including file management).
- Test-taking techniques.
- Note-taking skills development.
- Study skills development.
- Time management.

**Assessment Portfolio Reminder:** Students (depending on your program major) may be required to prepare an assessment portfolio for graduation. Keep a copy of this syllabus in the portfolio. Use the "Evidence for Success" list from your

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program portfolio (or consult your Program Director) and instructions from the instructor to determine the assignment(s) that should be placed in the assessment portfolio.

**Instructor Information:**

Name: Mark Wiltse  
Director, Legal Studies Department  
Office: 219  
Phone: (309) 692-4092, Extension 2190  
Fax: (309)-692-3893  
E-mail: mwiltse@midstate.edu

**Policies and Procedures:** All assignments are due by the date specified and they need to be posted in the location specified by the faculty member in this module/syllabus. Late assignments (except responses to discussion questions and vocabulary quizzes) will only be accepted up to 7 days after their due dates. Assignments turned in after this 7-day period expires will receive no credit. Vocabulary quizzes cannot be taken late. Credit for weekly discussion questions will not be given when received late. All work must be submitted in typewritten form (assignments submitted in handwritten form will not be accepted).

**Participation Requirements:** You are expected to participate at least two days a week in several conference discussions / homework assignments relating to the subject materials for the week. Discussions will take place in the class meeting as assigned by the faculty member in the course syllabus. You will read, analyze, and respond to questions and comments from the faculty member and fellow students.

**Examination Information:** There will be 2 examinations administered in this class. Our mid-term examination will consist of 50 points covering chapters 23-31. It will be posted in our week 6 folder by day 1 of week 6 and it is due day 7 of week 6. Our final examination will consist of 50 points covering chapters 32-38. It will be posted in our week 12 folder by day 2 of week 11 and it is due day 3 of week 12.

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**Methods of evaluating student performance:** Please see “Instructor Final Grade Determination” below for more information.

**Attendance Policy:** eLearning students must login and participate at least once a week to be counted present for the week (participation is strongly recommended and essential for passing this course). You must post a gradable assignment each week to be counted as “Present” for the week. Students that miss 30% (or more) of the scheduled classes will not be allowed to successfully complete this course (unless departmental approval is obtained).

**Instructors Grading Scale:** The following assignments and activities are outlined in a week-by-week format. All assignments (unless specified otherwise) are due by either day 5 or day 7 and they need to be posted to the location specified by the faculty member in the syllabus. The following schedule indicates the days of the week to be followed in this module:

Day 1 = Monday

Day 2 = Tuesday

Day 3 = Wednesday

Day 4 = Thursday

Day 5 = Friday

Day 6 = Saturday

Day 7 = Sunday

Late assignments (excluding responses to discussion questions and vocabulary quizzes) will only be accepted up to 7 days after their due dates. Any assignment turned in after this 7-day period expires will receive no credit. Vocabulary quizzes cannot be taken late. Credit for weekly discussion questions will not be given when received late.

**Instructor Final Grade Determination:** Your final grade in this course will be based on 420 points.

- **50 Points** - Midterm examination (Consisting of True/False, matching, essay/short answer)

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- **50 Points** - Final examination (consisting of true/false, matching, essay/short answer)
- **102 Points** – Vocabulary Quizzes - There will be 17 vocabulary quizzes throughout the term. Each vocabulary quiz is worth 6 points. You will receive 6 points if you get a 100%, 5 points if your score is in the 90% range, 4 points if your score is in the 80% range, 3 points if your score is in the 70% range, 2 points if your score is in the 60% range, and 1 point if your score is in the 50% range, and 0 points if your score is lower than 50%. Vocabulary quizzes cannot be taken late (they must be completed by day 7 of the week they are assigned). If you do not complete these quizzes, 0 points will be added to your class participation score. Even though the Open LMS will grade your quizzes upon submission, I will re-grade them to reflect the grading scale above.
- **90 Points** – Study Problems. There will be 15 Study Problems throughout the term. Each Study Problem is worth 6 points. Online research will be required to answer many of the Study Problem Questions. Six points will be deducted from your class participation grade if assignments are not turned in. Points will be deducted from your class participation if assignments are turned in late (-3 points), contain spelling/grammar errors, and/or are lacking in content/word count (this applies if you submit a short/vague weekly summary and/or a short/vague response to a weekly study problem/discussion question). Late assignments (excluding responses to discussion questions) will only be accepted up to 7 days after their due dates (late credit will be given during this 7 day time period). Any assignment turned in after this 7-day period expires will receive no credit.
- **42 Points** – Discussion Questions. There will be 7 weekly Discussion Questions throughout the term. Each Discussion Question is worth 6 points. Online research will be required to answer many of the Discussion Questions. Six points will be deducted from your class participation grade if assignments are not turned in. Points will be deducted from your class participation if assignments are turned in late (-3 points), contain spelling/grammar errors, and/or are lacking in content/word count (this applies if you submit a short/vague weekly summary and/or a short/vague response to a weekly study problem/discussion question). Late assignments

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(excluding responses to discussion questions) will only be accepted up to 7 days after their due dates (late credit will be given during this 7 day time period). Any assignment turned in after this 7-day period expires will receive no credit.

- **66 Points** – Weekly Summary Assignments. There will be 11 Weekly Summary Assignments throughout the term. Each week (starting in week 2) you will present a brief report to the Weekly Summary Discussion Forum summarizing what you learned from the readings, assignments, and course activities. Each weekly summary is due at the end of the week. For details on this assignments, refer to the summary instructions, which are presented each week by the faculty member. Students will not be required to present a weekly summary for the first week of the course. Each Weekly Summary is worth 6 points. Six points will be deducted from your class participation grade if assignments are not turned in. Points will be deducted from your class participation if assignments are turned in late (-3 points), contain spelling/grammar errors, and/or are lacking in content/word count (this applies if you submit a short/vague weekly summary and/or a short/vague response to a weekly study problem/discussion question). Late assignments (excluding responses to discussion questions) will only be accepted up to 7 days after their due dates (late credit will be given during this 7 day time period). Any assignment turned in after this 7-day period expires will receive no credit.
- **10 Points** – Research paper on Affirmative Action-assigned in week 2. The point distribution for this assignment consists of 5 points for content and 5 points for format and structure/grammar. If this assignment is turned in late and/or does not meet the length requirement, 5 points will be deducted from your class participation. Late assignments (excluding responses to discussion questions) will only be accepted up to 7 days after their due dates. Any assignment turned in after this 7-day period expires will receive no credit. Credit for weekly discussion questions will not be given when received late.
- **10 Points** – Buying v. Renting Essay in week 5. The point distribution for this assignment consists of 5 points for content and 5 points for format and structure/grammar. If this assignment is turned in late and/or does not

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meet the length requirement, 5 points will be deducted from your class participation. Late assignments (excluding responses to discussion questions) will only be accepted up to 7 days after their due dates. Any assignment turned in after this 7-day period expires will receive no credit. Credit for weekly discussion questions will not be given when received late.

**Weekly Summary:** Each week you will present a brief report to the Weekly Summary Discussion Forum summarizing what you learned from the readings, assignments, and course activities. Each weekly summary is due at the end of the week. For details on this assignments, refer to the summary instructions, which are presented each week by the faculty member. Students will not be required to present a weekly summary for the first week of the course.

**Business Law 2 – BUS108**  
**Summer Term 2019**  
**Class Schedule**

**WEEK 1:**

**Objective**

Upon successful completion of this week, the student will be:

1. familiarized with the eLearning classroom. Please make sure you complete the 4 assignments listed below and submit them to the proper location.

Assignments (all assignments for week 1 will be posted by day 1 of week 1 in our Week 1 Folder)

**Written assignment**

1. Send me an e-mail assuring me that you have downloaded a copy of our course syllabus and let me know how familiar/comfortable you are with the Open LMS.

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2. Summarize yourself in an autobiographical piece on who you are, what you do, why you are in school, what your future aspirations are etc. Let the other class members get to know you through this exercise. We will be sharing this information with everyone in this class. Post your summary by day 7 to the Week 1 Autobiography Discussion Forum. Before you post your autobiography, please read my autobiography and follow the instructions on how to post/thread your autobiography (my autobiography will be posted day 1 of week 1).
3. In the event I would need to speak with you, please provide me with telephone number(s), home, work, etc., where I can contact you. Post this information to the Week 1 Phone Numbers Assignments Drop Box. Only the faculty member has the rights to view the information posted to the Assignment Drop Box.
4. Read my Week 1 Lecture (this lecture will be posted in our Week 1 Folder).
5. Complete the Business Law 2 (BUS 108) Online Pretest. This Pretest will be available in our Week 1 folder day 1 of week 1 through day 7 of week 1. This Pretest must be completed during week 1.

These exercises should get you familiar with the Open LMS and the way in which you will be able to communicate with the faculty member and your fellow classmates throughout the term. Have fun with these assignments.

## **WEEK 2:**

### **Topic**

Our discussion this week will focus on Employment and Labor Law (employer/employee, principal/agent, and third party relationships)

### **Objective**

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Upon completion of this week's assignments, the student will be able to:

1. identify the principles of agency, employment, and labor laws.

Assignments (all assignments for week 2 will be posted by day 1 of week 2 in our Week 2 Folder)

### **Reading Assignment**

1. Read Chapters 23 – 25 in Business Law Principles and Practices.
2. Read my Week 2 Lecture (this lecture will be posted in our Week 2 Folder).

### **Written Assignments**

1. Vocabulary Matching – Please complete Chapter 23 Vocabulary Matching Quiz, Chapter 24 Vocabulary Matching Quiz, and Chapter 25 Vocabulary Matching Quiz (these 3 quizzes must be completed by day 7 of week 2). Each of these Vocabulary Quizzes is worth 6 points. You will receive 6 points if you get a 100%, 5 points if your score is in the 90% range, 4 points if your score is in the 80% range, 3 points if your score is in the 70% range, 2 points if your score is in the 60% range, 1 point if your score is in the 50% range, and 0 points if your score is lower than 50%. If necessary, Vocabulary Quiz scores will be rounded to the nearest whole percent. Vocabulary quizzes cannot be taken late (they must be completed by day 7 of the week they are assigned or you will receive no points). If you do not complete these quizzes, 0 points will be added to your class participation score.
2. Study Problems
  - a. Every student must respond to the questions posted to the “Week 2 Study Problem” Discussion Forum. This week’s questions will focus on the topic of Collective bargaining and Employment Law (Please respond by day 5 to this Discussion Forum). There will be 2 study problems for week 2.
3. Submit an essay that critiques a business article dealing with affirmative action. Please submit this essay by day 7 to the Affirmative Action Assignments Drop Box. More information will be given on this assignment day 1 of week 2 in our Week 2 folder.

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## **Weekly Summary**

Every student must submit a weekly summary that follows the instructions posted to the “Week 2 Weekly Summary” Discussion Forum. Submit by day 7 to this Discussion Forum.

## **WEEK 3:**

### **Topic**

Our discussion this week will focus on Business Organizations (sole proprietorship, partnership, corporation & franchising), Social Environment of Business (with an emphasis on business ethics and corporate social responsibility), and Government Regulation of Business (emphasis on securities law/regulation).

### **Objectives**

Upon completion of this week's assignments, the student will be able to:

1. recognize the various business organizations (including the sole proprietorship, partnership, and corporation) and the government's regulation of business.
2. Recognize the ethical and corporate social responsibilities placed on these business organizations.
3. Demonstrate knowledge of the government's regulation of business (including securities law/regulation).

Assignments (all assignments for week 3 will be posted by day 1 of week 3 in our Week 3 Folder)

### **Reading Assignment**

1. Read Chapters 26 – 28 in Business Law Principles and Practices.
2. The U.S. Securities and Exchange Commission ([SEC](#)) was created to protect investors; maintain fair, orderly, and efficient financial markets; and

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facilitate capital formation. The SEC strives to promote a market environment that is worthy of the public's trust. Information covering securities law/regulation will be assigned from this website in our week 3 assignments.

3. Read my Week 3 Lecture (this lecture will be posted in our Week 3 Folder).

### **Written Assignments**

1. Vocabulary Matching – Please complete Chapter 26 Vocabulary Matching Quiz, Chapter 27 Vocabulary Matching Quiz, and Chapter 28 Vocabulary Matching Quiz (these 3 quizzes must be completed by day 7 of week 3). Each of these Vocabulary Quizzes is worth 6 points. You will receive 6 points if you get a 100%, 5 points if your score is in the 90% range, 4 points if your score is in the 80% range, 3 points if your score is in the 70% range, 2 points if your score is in the 60% range, 1 point if your score is in the 50% range, and 0 points if your score is lower than 50%. If necessary, Vocabulary Quiz scores will be rounded to the nearest whole percent. Vocabulary quizzes cannot be taken late (they must be completed by day 7 of the week they are assigned or you will receive no points). If you do not complete these quizzes, 0 points will be added to your class participation score.
2. Discussion Question and Study Problems
  - a. Every student must respond twice to the discussion question posted to the “Week 3 Discussion Question” Discussion Forum. This week’s discussion question will focus on the topic of Affirmative Action (Please submit your responses by day 7 to this Discussion Forum).
  - b. Every student must respond to the study problems posted to the “Week 3 Study Problem” Discussion Forum. This week’s questions will focus on the topic of Franchising and the Government Regulation of Business (Please respond by day 5 to this Discussion Forum). There will be 3 study problems for week 3.

### **Weekly Summary**

Every student must submit a weekly summary that follows the instructions posted to the “Week 3 Weekly Summary” Discussion Forum. Submit by day 7 to this Discussion Forum.

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## **WEEK 4:**

### **Topic**

Our discussion this week will focus on Property Law (renting, buying, and selling property)

### **Objectives**

Upon completion of this week's assignments, the student will be able to:

1. identify the basic principles of law applying to real and personal property.

Assignments (all assignments for week 4 will be posted by day 1 of week 4 in our Week 4 Folder)

### **Reading Assignment**

1. Read Chapters 29 – 30 in Business Law Principles and Practices.
2. Read my Week 4 Lecture (this lecture will be posted in our Week 4 Folder).

### **Written Assignments**

1. Vocabulary Matching – Please complete Chapter 29 Vocabulary Matching Quiz and Chapter 30 Vocabulary Matching Quiz (these 2 quizzes must be completed by day 7 of week 4). Each of these Vocabulary Quizzes is worth 6 points. You will receive 6 points if you get a 100%, 5 points if your score is in the 90% range, 4 points if your score is in the 80% range, 3 points if your score is in the 70% range, 2 points if your score is in the 60% range, 1 point if your score is in the 50% range, and 0 points if your score is lower than 50%. If necessary, Vocabulary Quiz scores will be rounded to the nearest whole percent. Vocabulary quizzes cannot be taken late (they must be completed by day 7 of the week they are assigned or you will receive no points). If you do not complete these quizzes, 0 points will be added to your class participation score.
2. Discussion Question and Study Problems

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- a. Every student must respond twice to the discussion question posted to “Week 4 Discussion Question” Discussion Forum. This week’s discussion question will focus on the topic of Harassment (Please submit your responses by day 7 to this Discussion Forum).
- b. Every student must respond to the study problems posted to the “Week 4 Study Problem” Discussion Forum. This week’s questions will focus on the topic of landlord/tenant relationships - warranty of habitability (Please respond by day 5 to this Discussion Forum). There will be 1 study problem for week 4.

### **Weekly Summary**

Every student must submit a weekly summary that follows the instructions posted to the “Week 4 Weekly Summary” Discussion Forum. Submit by day 7 to this Discussion Forum.

### **WEEK 5:**

#### **Topic**

Our discussion this week will focus on Property Law (renting, buying, and selling property)

#### **Objective**

Upon completion of this week's assignments, the student will be able to:

1. identify the basic principles of law applying to real and personal property.

Assignments (all assignments for week 5 will be posted by day 1 of week 5 in our Week 5 Folder)

#### **Reading Assignment**

1. Read Chapter 31 in Business Law Principles and Practices.

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2. Read my Week 5 Lecture (this lecture will be posted in our Week 5 Folder).

### **Written Assignments**

1. Vocabulary Matching – Please complete Chapter 31 Vocabulary Matching Quiz (this quiz must be completed by day 7 of week 5). This Vocabulary Quiz is worth 6 points. You will receive 6 points if you get a 100%, 5 points if your score is in the 90% range, 4 points if your score is in the 80% range, 3 points if your score is in the 70% range, 2 points if your score is in the 60% range, 1 point if your score is in the 50% range, and 0 points if your score is lower than 50%. If necessary, Vocabulary Quiz scores will be rounded to the nearest whole percent. Vocabulary quizzes cannot be taken late (they must be completed by day 7 of the week they are assigned or you will receive no points). If you do not complete these quizzes, 0 points will be added to your class participation score.
2. Compose a short essay outlining the advantages and disadvantages of both buying a home and renting a home. Please submit by day 7 to the “Buying v. Renting” Assignments Drop Box. More information will be given on this assignment day 1 of week 5 in our Week 5 folder.
3. Discussion Question and Study Problems
  - a. Every student must respond twice to the discussion question posted to “Week 5 Discussion Question” Discussion Forum. This week’s discussion question will focus on the topic of Ethics in Property Law (Please submit your responses by day 7 to this Discussion Forum).
  - b. Every student must respond to the study problems posted to the “Week 5 Study Problem” Discussion Forum. This week’s question will focus on the topic of Property Law (Please respond by day 5 to this Discussion Forum). There will be 1 study problems for week 5.

### **Weekly Summary**

Every student must submit a weekly summary that follows the instructions posted to the “Week 5 Weekly Summary” Discussion Forum. Submit by day 7 to this Discussion Forum.

### **WEEK 6:**

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## **Objectives**

Our objective this week is to assess your knowledge of chapters 23 – 31 in Business Law Principles and Practices and the Course Objectives covered in weeks 1 – 6.

Assignments (all assignments for week 6 will be posted by day 1 of week 6 in our Week 6 Folder)

## **Written Assignments**

1. Week 6 will focus on our mid-term examination. Our mid-term examination will be posted by 12:00 p.m. on day 1 of week 6 and is due day 7 of week 6. There will be a penalty for examinations turned in later than day 7 of week 6. Our mid-term examination is an open book examination and it will cover chapters 23 – 31 in Business Law Principles and Practices. You will also be required to submit a summary reflecting the first 6 weeks of class. More information will be given day 1 of week 6 in our Week 6 folder.

## **WEEK 7:**

### **Topic**

Our discussion this week will focus on Bailments, and the Responsibilities of the Parties

### **Objectives**

Upon completion of this week's assignments, the student will be able to:

1. identify the law of bailments and the rights and obligations of the parties involved.

Assignments (all assignments for week 7 will be posted by day 1 of week 7 in our Week 7 Folder)

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### **Reading Assignment**

1. Read Chapter 32 in Business Law Principles and Practices.
2. Read my Week 7 Lecture (this lecture will be posted in our Week 7 Folder).

### **Written Assignments**

1. Vocabulary Matching – Please complete Chapter 32 Vocabulary Matching Quiz #1 and Chapter 32 Vocabulary Matching Quiz #2 (these 2 quizzes must be completed by day 7 of week 7). Each of these Vocabulary Quizzes is worth 6 points. You will receive 6 points if you get a 100%, 5 points if your score is in the 90% range, 4 points if your score is in the 80% range, 3 points if your score is in the 70% range, 2 points if your score is in the 60% range, 1 point if your score is in the 50% range, and 0 points if your score is lower than 50%. If necessary, Vocabulary Quiz scores will be rounded to the nearest whole percent. Vocabulary quizzes cannot be taken late (they must be completed by day 7 of the week they are assigned or you will receive no points). If you do not complete these quizzes, 0 points will be added to your class participation score.
2. Discussion Question and Study Problems
  - a. Every student must respond twice to the discussion question posted to “Week 7 Discussion Question” Discussion Forum. This week’s discussion question will focus on the topic of Bailments (Please submit your responses by day 7 to this Discussion Forum).
  - b. Every student must respond to the study problems posted to the “Week 7 Study Problem” Discussion Forum. This week’s questions will focus on the topic of Bailments and the liability of the parties (Please respond by day 5 to this Discussion Forum). There will be 3 study problems for week 7.

### **Weekly Summary**

Every student must submit a weekly summary that follows the instructions posted to the “Week 7 Weekly Summary” Discussion Forum. Submit by day 7 to this Discussion Forum.

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## **WEEK 8:**

### **Topic**

Our discussion this week will focus on Wills and Estate Planning

### **Objective**

Upon completion of this week's assignments, the student will be able to:

1. identify the requirements of a valid will and the importance of estate planning.

Assignments (all assignments for week 8 will be posted by day 1 of week 8 in our Week 8 Folder)

### **Reading Assignment**

1. Read Chapter 33 in Business Law Principles and Practices.
2. Read my Week 8 Lecture (this lecture will be posted in our Week 8 Folder).

### **Written Assignments**

1. Vocabulary Matching – Please complete Chapter 33 Vocabulary Matching Quiz (this quiz must be completed by day 7 of week 8). This Vocabulary Quiz is worth 6 points. You will receive 6 points if you get a 100%, 5 points if your score is in the 90% range, 4 points if your score is in the 80% range, 3 points if your score is in the 70% range, 2 points if your score is in the 60% range, 1 point if your score is in the 50% range, and 0 points if your score is lower than 50%. If necessary, Vocabulary Quiz scores will be rounded to the nearest whole percent. Vocabulary quizzes cannot be taken late (they must be completed by day 7 of the week they are assigned or you will receive no points). If you do not complete these quizzes, 0 points will be added to your class participation score.
2. Discussion Question and Study Problems
  - a. Every student must respond twice to the discussion question posted to “Week 8 Discussion Question” Discussion Forum. This week’s

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discussion question will focus on the topic of Estates / Probate  
(Please submit your responses by day 7 to this Discussion Forum).

- b. Every student must respond to the study problems posted to the “Week 8 Study Problem” Discussion Forum. This week’s questions will focus on the topic of Estates / Probate (Please respond by day 5 to this Discussion Forum). There will be 2 study problems for week 8.

### **Weekly Summary**

Every student must submit a weekly summary that follows the instructions posted to the “Week 8 Weekly Summary” Discussion Forum. Submit by day 7 to this Discussion Forum.

### **WEEK 9:**

#### **Topic**

Our discussion this week will focus on Insurance (property, auto, and personal).

#### **Objective**

Upon completion of this week's assignments, the student will be able to:

1. recognize the various types of insurance, including property and casualty, automobile, life, and health.

Assignments (all assignments for week 9 will be posted by day 1 of week 9 in our Week 9 Folder)

#### **Reading Assignment**

1. Read Chapters 37 and 38 in Business Law Principles and Practices.
2. Read my Week 9 Lecture (this lecture will be posted in our Week 9 Folder).

#### **Written Assignments**

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1. Vocabulary Matching – Please complete Chapter 37 Vocabulary Matching Quiz and Chapter 38 Vocabulary Matching Quiz (these 2 quizzes must be completed by day 7 of week 9). Each of these Vocabulary Quizzes is worth 6 points. You will receive 6 points if you get a 100%, 5 points if your score is in the 90% range, 4 points if your score is in the 80% range, 3 points if your score is in the 70% range, 2 points if your score is in the 60% range, 1 point if your score is in the 50% range, and 0 points if your score is lower than 50%. If necessary, Vocabulary Quiz scores will be rounded to the nearest whole percent. Vocabulary quizzes cannot be taken late (they must be completed by day 7 of the week they are assigned or you will receive no points). If you do not complete these quizzes, 0 points will be added to your class participation score.
2. Discussion Question and Study Problems
  - a. Every student must respond twice to the discussion question posted to “Week 9 Discussion Question” Discussion Forum. This week’s discussion question will focus on the topic of Insurance (Please submit your responses by day 7 to this Discussion Forum).
  - b. Every student must respond to the study problems posted to the “Week 9 Study Problem” Discussion Forum. This week’s questions will focus on the topic of Insurable Interest regarding Insurance (Please respond by day 5 to this Discussion Forum). There will be 2 study problems for week 9.

## **Weekly Summary**

Every student must submit a weekly summary that follows the instructions posted to the “Week 9 Weekly Summary” Discussion Forum. Submit by day 7 to this Discussion Forum.

## **WEEK 10:**

### **Topic**

Our discussion this week will focus on Consumer Protection Law

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## **Objective**

Upon completion of this week's assignments, the student will be able to:

1. identify the laws passed by the federal and state governments to protect the consumer, taxpayer, and creditor.

**Assignments (all assignments for week 9 will be posted by day 1 of week 9 in our Week 9 Folder)**

## **Reading Assignment**

1. Read Chapters 34 and 35 in Business Law Principles and Practices.
2. Read my Week 10 Lecture (this lecture will be posted in our Week 10 Folder).

## **Written Assignments**

1. Vocabulary Matching – Please complete Chapter 34 Vocabulary Matching Quiz and Chapter 35 Vocabulary Matching Quiz (these 2 quizzes must be completed by day 7 of week 10). Each of these Vocabulary Quizzes is worth 6 points. You will receive 6 points if you get a 100%, 5 points if your score is in the 90% range, 4 points if your score is in the 80% range, 3 points if your score is in the 70% range, 2 points if your score is in the 60% range, 1 point if your score is in the 50% range, and 0 points if your score is lower than 50%. If necessary, Vocabulary Quiz scores will be rounded to the nearest whole percent. Vocabulary quizzes cannot be taken late (they must be completed by day 7 of the week they are assigned or you will receive no points). If you do not complete these quizzes, 0 points will be added to your class participation score.
2. Discussion Question and Study Problems
  - a. Every student must respond twice to the discussion question posted to “Week 10 Discussion Question” Discussion Forum. This week’s discussion question will focus on the topic of Consumer and Creditor Protection (Please submit your responses by day 7 to this Discussion Forum).

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- b. Every student must respond to the study problems posted to the “Week 10 Study Problem” Discussion Forum. This week’s questions will focus on the topic of Consumer and Creditor Protection (Please respond by day 5 to this Discussion Forum). There will be 1 study problem for week 10.
3. Complete the eLearning instructor evaluation. Students will receive more information day 1 of week 10 from the eLearning coordinator regarding this evaluation.

### **Weekly Summary**

Every student must submit a weekly summary that follows the instructions posted to the “Week 10 Weekly Summary” Discussion Forum. Submit by day 7 to this Discussion Forum.

### **WEEK 11:**

#### **Topic**

Our discussion this week will focus on Consumer Protection Law

#### **Objective**

Upon completion of this week's assignments, the student will be able to:

1. identify the laws passed by the federal and state governments to protect the consumer, taxpayer, and creditor.

Assignments (all assignments for week 11 will be posted by day 1 of week 11 in our Week 11 Folder)

#### **Reading Assignment**

1. Read Chapter 36 in Business Law Principles and Practices.

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2. Read my Week 11 Lecture (this lecture will be posted in our Week 11 Folder).

### **Written Assignments**

1. Vocabulary Matching – Please complete Chapter 36 Vocabulary Matching Quiz (this quiz must be completed by day 7 of week 11). This Vocabulary Quiz is worth 6 points. You will receive 6 points if you get a 100%, 5 points if your score is in the 90% range, 4 points if your score is in the 80% range, 3 points if your score is in the 70% range, 2 points if your score is in the 60% range, 1 point if your score is in the 50% range, and 0 points if your score is lower than 50%. If necessary, Vocabulary Quiz scores will be rounded to the nearest whole percent. Vocabulary quizzes cannot be taken late (they must be completed by day 7 of the week they are assigned or you will receive no points). If you do not complete these quizzes, 0 points will be added to your class participation score.
2. Final Examination
  - a. Your final examination will be posted day 2 this week, and it is due day 3 of week 12. For information on the final examination, see week 12 assignments/folder.
3. Posttest
  - a. Complete the Business Law 2 (BUS 108) online Posttest. This Posttest will be available in our Week 11 folder day 1 of week 11 through day 7 of week 11. This Posttest must be completed during week 11.

### **Weekly Summary**

Every student must submit a weekly summary that follows the instructions posted to the “Week 11 Weekly Summary” Discussion Forum. Submit by day 7 to this Discussion Forum.

### **WEEK 12:**

### **Objectives**

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Our objective this week is to assess your knowledge of chapters 32 – 38 in Business Law Principles and Practices and the Course Objectives covered in weeks 7 – 12.

Assignments (all assignments for week 12 will be posted by day 2 of week 11 in our Week 12 Folder)

### **Written Assignments**

Week 12 will focus on our final examination. Our final examination will be posted by 12:00 p.m. on day 2 of week 11 and is due day 3 of week 12. There will be a penalty for examinations turned in later than day 3 of week 12. Our final examination is an open book examination and it will cover chapters 32 – 38 in Business Law Procedures and Practices. You will also be required to submit a summary reflecting your experience in this course. More information will be given day 2 of week 11 in our Week 12 folder.