

# **Doane University**

## **Course Syllabus**

### **Course Information**

BUS 250  
The Legal Environment of Business  
May 21 to July 8, 2018 (Summer term)  
3 Credit Hours

### **Instructor Information**

Edward F. Hoffman  
Doane University

### **Contact Information**

Email Address: [edward.hoffman@doane.edu](mailto:edward.hoffman@doane.edu)  
Phone: 402-477-2233

### **Communicating With the Instructor**

This course uses a “three before me” policy for student to faculty communications. When questions arise during the course regarding this class, please remember to check these three sources for an answer before asking me to reply to your individual questions:

1. Course syllabus
2. Announcements in Blackboard
3. The Q & A discussion board

This policy will help you in potentially identifying answers before I can get back to you and it also helps your instructor avoid answering similar questions or concerns multiple times.

If you cannot find an answer to your question, please first post your question to the Q & A questions discussion board. Here your question can be answered for the benefit of all students by either your fellow students who know the answer to your question or the instructor. You are encouraged to answer questions from other students in the discussion forum when you know the answer to a question in order to help provide timely assistance.

If you have questions of a personal nature such as relating a personal emergency, questioning a grade on an assignment, or something else that needs to be communicated privately, you are welcome to contact me via email or phone. My preference is that you will try to email me first. I will usually respond to email and phone messages from 8am to 5pm on weekdays, please allow at least 24 hours for me to respond.

If you have a question about the technology being used in the course, please contact the Doane University Help Desk for assistance (contact information is listed below).

### **Course Catalog Description**

A survey of topics related to the legal environment within which businesses and individuals must operate. Students will 1) be able to identify specific spheres of business within which the law requires certain behavior of businesses and individuals and the consequences of failing to adhere to these requirements, 2) become familiar with specific legal terminology, and 3) practice the identification and analysis of professional and personal legal issues within the context of business.

## Course Prerequisites

N/A

## Course Textbook and Materials

### Required Textbook:

**BUSINESS LAW**, Tenth Edition (Prentice Hall, 2019), Henry R. Cheeseman, ISBN-13: 9780134728780

## Learning Objectives

### Course Objectives:

1. Explain the concept of law in the context of the United States legal system.
2. Define torts emphasizing a description of intentional torts and negligence.
3. Describe the elements of a legally enforceable contract.
4. Explain the importance of capacity, legality and assent with regard to a valid contract.
5. Explain third party rights, levels of performance and potentially available damages in the context of a valid contract.
6. Explain the core distinctions between contracting under the U.C.C. and the common law.
7. Describe the requirements for a valid negotiable instrument and holder and holder in due course.
8. Define warranties and defenses in the context of a negotiable instrument.

### Weekly Objectives:

#### WEEK 1:

1. Define the meaning of law, its functions and sources in the context of the legal system in the United States.
2. Describe the state and federal court systems.
3. Define personal jurisdiction, standing to sue and venue.
4. Apply the concept of "law," the equal protection clause and jurisdictional concepts to the facts of the seminal United States Supreme Court case of *Brown v. Bd. of Education*, 347 U.S. 483 (1954).

WEEK 2:

1. Describe assault and battery.
2. Describe the elements of negligence and strict liability.
3. Describe the elements of a crime and the protections afforded by the Fourth Amendment to the U.S. Constitution.
4. Make hypothetical decisions about how to respond to a work incident involving your employee and his involvement in a tortious incident.

WEEK 3:

1. Define the elements of a legally valid contract including offer and acceptance.
2. Define the requirements for valid consideration.
3. Define accord and satisfaction.
4. Apply your knowledge of the elements of a contract to a hypothetical work related contracting situation.

WEEK 4:

1. Explain contractual capacity in the context of the infancy doctrine and mental competency.
2. Explain the concept of illegality.
3. Describe fraud, duress and undue influence.
4. Make hypothetical decisions about the validity of sample contracts based on your knowledge of the contractual elements of capacity, legality and consent.

WEEK 5:

1. Explain the concepts of assignment of rights, an intended beneficiary and covenants in the context of valid contractual rights.
2. Describe contractual performance and contractual damages.
3. Draft a contract by applying your knowledge of the elements of a valid contract.

WEEK 6:

1. Describe sales and lease contracts under Article 2 and 2A of the U.C.C.
2. Explain under what situations warranties apply to sales contracts.
3. Apply your knowledge of sales and lease contracts to a hypothetical business contract.

WEEK 7:

1. List and describe the formal requirements of a negotiable instrument.
2. Distinguish between instruments payable to order and instruments payable to bearer.
3. Define *holder* and *holder in due course*.
4. Make business decisions regarding the validity of hypothetical business related negotiable instruments.

WEEK 8:

1. Define transfer and presentment warranties with regard to negotiable instruments.
2. Identify the universal (real) defenses that can be asserted against a holder in due course.

3. Apply applicable warranties and defenses to hypothetical situations involving negotiable instruments in the business setting.

## **Course Requirements**

### **Online Course**

This is an online course and therefore there will not be any face-to-face class sessions. All assignments and course interactions will utilize internet-based technologies.

### **Attendance Policy**

You should plan to work on this course everyday. This means that you must have a reliable and consistent internet connection throughout the duration of the course. It is strongly recommended that you not take any vacations during this course. This is a condensed, fast-paced course and it would be extremely difficult to catch up after a prolonged absence.

### **Course Preparation and Participation**

*Preparation* for class means reading the assigned readings & reviewing all information required for that week. *Attendance* in an online course means logging into the Blackboard and on a regular basis and *participating* in the all of activities that are posted in the course.

### **Studying and Preparation Time**

The course requires you to spend time preparing and completing assignments. A three-credit course requires 144 hours of student work. Therefore expect to spend approximately 18 hours a week preparing for and actively participating in this 8-week course.

### **Computer Requirements**

Minimum computer requirements for the successful use of Blackboard:

[http://www.doane.edu/about-doane/offices/its/help-and-support#min\\_requirements](http://www.doane.edu/about-doane/offices/its/help-and-support#min_requirements)

Minimum computer requirements for success in this course:

- Reliable computer and internet connection
- A web browser (Chrome or Mozilla Firefox)
- Adobe Acrobat Reader (free)
- Adobe Flash Player (free)
- Word processing software—Microsoft Word or Google Docs
- Webcam and mic

### **Email and Internet**

You must have an active Doane University email account and access to the Internet. *All instructor correspondence will be sent to your Doane University email account.* Please plan on checking your Doane Gmail account regularly for course related messages.

This course uses Blackboard for the facilitation of communications between faculty and students, submission of assignments, and posting of grades. The Blackboard Course Site can be accessed at <http://bb2.doane.edu>

### **Campus Network or Blackboard Outage**

When access to Blackboard is not available for an extended period of time (greater than one entire evening - 6pm till 11pm) you can reasonably expect that the due date for assignments will be changed to the next day (assignment still due by midnight).

### **Technical Support Contact Information**

For technical assistance 24 hours a day, 7 days a week, please contact the Doane University Technology Office Help Desk:

Phone: 402-826-8411

Email: [helpdesk@doane.edu](mailto:helpdesk@doane.edu)

Web: <http://www.doane.edu/about-doane/offices/its/help-and-support>

### **Late or Missed Assignments**

ALL assignments must be finished and turned in to complete the course. Communication about late work is crucial. Unless the instructor is notified BEFORE the assignment is due and he or she provides an opportunity for the student to submit an assignment late, points may be taken off for a late assignment.

### **Submitting Assignments**

All assignments, unless otherwise announced by the instructor, must be submitted via Blackboard. Each assignment will have a designated place for submission.

### **Drop and Add dates**

If you feel it is necessary to withdraw from the course, please contact your advisor for full details on the types of withdrawals that are available and their procedures.

### **Subject to change notice**

All material, assignments, and deadlines are subject to change with prior notice. It is your responsibility to stay in touch with your instructor, review the course site regularly, or communicate with other students, to adjust as needed if assignments or due dates change.

### **Academic Integrity**

Doane University expects and requires all its students to act with honesty and integrity, and respect the rights of others in carrying out all academic assignments. Academic dishonesty, the act of knowingly and willingly attempting or assisting others to gain academic success by dishonest means, is manifested in various measures. Gehring, et al, (1986) suggests that four categories of academic dishonesty exist:

- a. Cheating
- b. Fabrication
- c. Facilitating academic dishonesty

d. Plagiarism

For more information on academic integrity, please visit the website:  
<http://catalog.doane.edu/content.php?catoid=4&navoid=191>

## Course Grading

### Grades and Grading Scale

Assignment of letter grades is based on a percentage of points earned. The letter grade will correspond with the following percentages achieved. All course requirements must be completed before a grade is assigned.

A	100 – 90
B	89 – 80
C	79 – 70
D	69 – 60
E	59 and below

**See the requirements for the specific assignments on Blackboard.**

### How to Succeed in this Course

- Check your Doane email regularly
- Log in to the course web site daily
- Communicate with your instructor
- Create a study schedule so that you don't fall behind on assignments

### Accessibility Statement

In compliance with the Rehabilitation Act of 1973, Section 504, and the Americans with Disabilities Act of 1990, professional disability specialists and support staff at Doane University facilitate a comprehensive range of academic support services and accommodations for qualified students with disabilities. Doane University staff coordinate transition from high schools and community colleges, in-service training for faculty and staff, resolution of accessibility issues, community outreach, and collaboration between all Doane University regarding disability policies, procedures, and accommodations.

### Accessibility Services

Doane University Access/Services for Students with Disabilities  
<http://www.doane.edu/disability-services>

Contact Person: Angie Klasek Phone: 402.466.4774 Email: [angie.klasek@doane.edu](mailto:angie.klasek@doane.edu)

### Academic Support

Contact Person: Tere Francis Phone: 402.466.4774 Email: [terese.francis@doane.edu](mailto:terese.francis@doane.edu)

### Student Services

<http://www.doane.edu/gps/student-services>

### Student Conduct Statement

Students are required to adhere to the behavior standards listed in *Doane University Policy Manual*.

Appropriate classroom behavior is defined by the instructor. This includes the number and length of individual messages online. Course discussion messages should remain focused on the assigned discussion topics. Students must maintain a cordial atmosphere and use tact in expressing differences of opinion. Inappropriate discussion board messages may be deleted if an instructor feels it is necessary. Students will be notified privately that their posting was inappropriate.

Student access to the course Send Email feature may be limited or removed if an instructor feels that students are sending inappropriate electronic messages to other students in the course.

### **Instructional Technology Accessibility and Privacy Policies**

<http://www.doane.edu/instructional-design-services/policies>

### **Syllabus Disclaimer**

The instructor views the course syllabus as an educational contract between the instructor and students. Every effort will be made to avoid changing the course schedule but the possibility exists that unforeseen events will make syllabus changes necessary. The instructor reserves the right to make changes to the syllabus as deemed necessary. Students will be notified in a timely manner of any syllabus changes face-to-face, via email or in the course site Announcements. Please remember to check your Doane University email and the course site Announcements often.