

GRAYSON COLLEGE
Course Syllabus
BUSG2305A01NT—Internet Section (16 week)

Please Note: Due to extenuating circumstances, including public health issues, course and testing delivery methods, instructional schedules, housing contracts, campus procedures and/or operating hours may be altered, interrupted and/or ceased for a limited or extended period of time. Such changes will be posted on the College website.

Course Information

BUSG2305A01NT – Legal Environment of Business – 100% Internet-based course. Using the textbook, videos, Canvas, and MindTap.

Professor Contact Information

Instructor name:	Dr. Wade T. Graves	E-mail:	Use Canvas
Office Phone:	903-463-8658	Course URL	Grayson.instructure.com
Office Location:	CIS 105, Suite B	Office Hours:	M-R, 8-2 by appointment

Dr. Wade T. Graves is classified as a Scholarly Academic (SA) by the AACSB (Association to Advance Collegiate Schools of Business) under its 2016 and 2020 Business Accreditation Standards.

Course Pre-requisites, Co-requisites, and/or Other Restrictions

This is a READING intensive course. You need to be reading at the college level1.

Course Description – from college catalog

BUSG 2305 – Legal Environment of Business

Principles of law which form the legal framework for business activity including applicable statutes, contracts, and agency. (R)

Student Learning Outcomes

Upon completion of the course, the student is expected to be able to:

1. Define fundamental legal terminology regarding contracts, torts, property, and wills
 2. Differentiate between business ethics and legal issues
 3. Identify and explain required elements of torts, requirements of contracts, and various consumer laws as applied to business and individuals
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Required Textbooks (ISBN # included) and Materials

1. **Textbook:** Cengage Unlimited subscription – If you also want a hard copy, order or rent Business Law Today, The Essentials, 11th Edition ISBN is 9781305574793.
 2. **Computer:** Windows 7 or later with Chrome and Firefox browsers installed.
 3. **High Speed Internet:** You must have a high speed internet connection in order to be successful in this course. Dial up will not be sufficient.
 4. **Respondus LockDown Browser & Monitor (free download)**
 5. **Webcam**
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Required Assignments & Academic Calendar

In case of inclement weather, emergency closings, or other unforeseen disruptions to scheduled classes, student must log onto their Canvas accounts for directions on where or how to continue their coursework.

Course Schedule (subject to change – check Canvas shell for latest)

Semester	What's due?
Week 1	Course Orientation exercise MindTap set up and configuration Syllabus/Course Orientation Test All items in Week 1 folder (Chapters 1 and 2 Tests & supporting MindTap material – each week you'll have 6 to 8 items in MindTap that you can access directly from the Week 1 folder)
Week 2	All items in Week 2 folder (Chapters 3 & 4) A Complex Body of Law Discussion
Week 3	All items in Week 3 folder (Chapters 5 & 6)
Week 4	All items in Week 4 folder (Chapters 7 & 8)
Week 5	All items in Week 5 folder (Chapters 9 & 10)
Week 6	All items in Week 6 folder (Chapters 11 & 12) Business decisions prescribed by Law Discussion
Week 7	All items in Week 7 folder (Chapters 13 & 14) Begin working on Case Study assignment (due Week 11)
Week 8	All items in Week 8 folder (Chapters 15 & 16) Patents, Trademarks, and Copyright Discussion Continue working on Case Study Assignment
Week 9	All items in Week 9 folder (Chapters 17 & 18) Continue working on Case Study Assignment
Week 10	All items in Week 10 folder (Chapters 19 & 20) Put finishing touches on Case Study Assignment
Week 11	All items in Week 11 folder (Chapter 21) Case Study Assignment Due
Week 12	All items in Week 12 folder (Chapter 22) Checklist activity
Week 13	All items in Week 13 folder (Chapter 23) Taco Copter Discussion Checklist activity
Week 14	All items in Week 14 folder (Chapter 24 & 25) Checklist activity
Week 15	All items in Week 15 & 16 folder Checklist activity (NOTE: Final exam is active – don't let the Tuesday deadline sneak up on you!!)
Week 16	Absolute Deadline for Final Exam!! Due on Tuesday at 11:55pm!

Methods of Evaluation

1. **MindTap activities** – each chapter will have between 6 and 8 activities that need to be completed online. Access will be through the weekly course module.
2. **Weekly Attendance and Participation** – your completion of assigned items on the day they are due (or earlier) and your early discussion participation will determine if you are counted “present” for the day. If you submit an assignment before it expires but after the due date, then you will be counted “tardy” but attending. If you do not submit the assignment before it expires, then you will be counted “absent”.
3. **Chapter Tests**—Each chapter will have a quiz that will be due during the week it is assigned.
4. **Discussions** – There will be 5 discussions during the semester. Discussion topics and requirements will be posted in Canvas.
5. **Case Study** – There will be 1 major case study assigned. You should be working on this throughout the semester. Specific due dates are listed in the Course Schedule above.
6. **Final Exam** – The final exam will be comprehensive and is due no later than the Monday of finals week.

Grading

Points will be assigned as follows:

Grading Category	Percent of Grade
MindTap Exercises (6-8 per chapter, points vary and lowest 8 scores dropped)	25%
Weekly Attendance and Participation	5%
Weekly Tests & Crossword Puzzles	30%
Discussions & Checklists	10%
Comprehensive Final Exam	20%
Case Study Assignment	10%
Total	100%

The following scale will be used to determine the final grade:

Percentage of Points	Letter Grade
89.5—100	A
79.5—89.4	B
69.5—79.4	C
59.5—69.4	D
Below 59.5%	F

All grades will be entered in Canvas as they are completed.

Methods of Instruction

BUSG 2305 A01NT is an Internet-based class. Students will be responsible for completing the video assignments, discussions, chapter quizzes, case studies, and final exam during the week assigned in the course Canvas shell according to the class schedule above.

Course & Instructor Policies

Extra Credit—Not available.

Late Work—Due dates are provided for all assignments. All deadlines are absolute and are designed to teach an important workplace competency. Late work will NOT be accepted.

Missed exams/assignments—If you miss an exam or assignment, you will receive a zero for that item. NO MAKE-UP work is available.

Attendance—Students are expected to be in class, on time, with their books and ready to work.

Dropping the Class --- Students are required to meet with me in person before I will sign a drop slip.

Class Attendance

Academic success is closely associated with regular classroom attendance and course participation. All successful students, whether on campus or online, are expected to be highly self-motivated. All students are required to participate in courses regularly and are obliged to participate in class activities and complete and submit assignments following their professors' instructions. Students taking courses during compressed semester time frames such as minimester, summer sessions, and mid-semester should plan to spend significantly more time per week on the course. Responsibility for work missed because of illness or school business is placed upon the student. More than two (2) absences are considered to be excessive. In addition, students' eligibility to receive financial aid or live in a College dormitory can be affected by withdrawal from courses. When withdrawal occurs, any tuition refund would be made in accordance with state regulations.

Student Conduct & Discipline

Students are expected to maintain proper classroom decorum. When working with professors, staff, and other class members, students should always exercise respect, kindness, truthfulness, cooperation, and responsibility. If a student does not maintain proper classroom decorum, he/she will be asked to leave the classroom and, in extreme circumstances, the student will be referred to Student Life for further sanctions.

Academic Integrity

The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrate a high standard of individual honor in his or her scholastic work.

Scholastic Dishonesty, any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

Plagiarism is a form of scholastic dishonesty involving the theft of or fraudulent representation of someone else's ideas or words as the student's original work. Plagiarism can be intentional/deliberate or unintentional/accidental. Unintentional/Accidental plagiarism may include minor instances where an attempt to acknowledge the source exists but is incorrect or

insufficient. Deliberate/Intentional plagiarism violates a student's academic integrity and exists in the following forms:

- Turning in someone else's work as the student's own (such as buying a paper and submitting it, exchanging papers or collaborating on a paper with someone else without permission, or paying someone else to write or translate a paper)
- Recycling in whole or in part previously submitted or published work or concurrently submitting the same written work where the expectation for current original work exists, including agreeing to write or sell one's own work to someone else
- Quoting or copy/pasting phrases of three words or more from someone else without citation, • Paraphrasing ideas without citation or paraphrasing incompletely, with or without correct citation, where the material too closely matches the wording or structure of the original
- Submitting an assignment with a majority of quoted or paraphrased material from other sources
- Copying images or media and inserting them into a presentation or video without citation,
- Using copyrighted soundtracks or video and inserting them into a presentation or video without citation
- Giving incorrect or nonexistent source information or inventing source information
- Performing a copyrighted piece of music in a public setting without permission
- Composing music based heavily on someone else's musical composition.

This course will use the resources of turnitin.com, which searches the web for possible plagiarism and is over 90% effective.

Students who are caught submitting plagiarized material or who have engaged in collusion or cheating on any course assignment or exam will receive a zero on the first assignment and an "F" in the course for any additional acts of academic dishonesty.

Level of technical competence

Students are expected to have a basic understanding of personal computers, internet browsing, desktop applications such as Microsoft Word, and file management (uploading, downloading, or sending files).

Computer Hardware and Software— Generally, personal computers purchased in the last 3 years should be adequate to access GCC Canvas. Software requirements include Microsoft Internet Explorer 7.x or higher (www.microsoft.com), the latest version of Sun JAVA (www.java.com), the latest updates to your operating system (Microsoft Windows 7 or higher or Apple MAC OS X or higher), and the latest updates to your anti-virus and spyware protection. Students needing assistance with accessing instructional technology should contact the GCC Help Desk. For more information, visit www.grayson.edu and select the Help Desk link. No other software is necessary.

TITLE IX

GC policy prohibits discrimination on the basis of age, ancestry, color, disability, gender identity, genetic information, national origin, race, religion, retaliation, serious medical condition, sex, sexual orientation, spousal affiliation and protected veterans status.

Furthermore, Title IX prohibits sex discrimination to include sexual misconduct: sexual violence (sexual assault, rape), sexual harassment and retaliation.

For more information on Title IX, please contact:

Dr. Molly M. Harris, Title IX Coordinator (903-463-8714)
 Ms. Logan Maxwell, Title IX Deputy Coordinator- South Campus (903) 415-2646
 Mr. Mike McBrayer, Title IX Deputy Coordinator (903) 463-8753

Website: <http://www.grayson.edu/campus-life/campus-police/title-ix-policies.html>
 GC Police Department: (903) 463-8777- Main Campus) (903) 415-2501 - South Campus)
 GC Counseling Center: (903) 463-8730
 For Any On-campus Emergencies: 911

Grayson College campus-wide student policies may be found on our Current Student Page on our website: <http://grayson.edu/current-students/index.html>

Grayson College is not responsible for illness/injury that occurs during the normal course of classroom/lab/clinical experiences.

These descriptions and timelines are subject to change at the discretion of the Professor.

Grayson College campus-wide student policies may be found at the following URL on the College website:

<https://www.grayson.edu/currentstudents/Academic%20Resources/index.html>

SCANS Competencies:

This list summarizes the SCANS competencies addressed in this particular course.

SCANS Competencies For BUSG 2305			
RESOURCES 1.1 Manages Time	INTERPERSONAL (None for this course)	INFORMATION 3.1 Acquires and Evaluates Information 3.3 Interprets and Communicates Information	SYSTEMS (None for this course)
TECHNOLOGY (None for this course)	BASIC SKILLS 6.1 Reading 6.2 Writing 6.5 Listening	THINKING SKILLS 7.1 Creative Thinking 7.2 Decision Making 7.3 Problem Solving 7.4 Mental Visualization 7.5 Knowing How to Learn 7.6 Reasoning	PERSONAL QUALITIES 8.1 Responsibility 8.2 Self-Esteem 8.4 Self-Management 8.5 Integrity/Honesty