BLAW 3337-91L, Business Law I  
Summer I 2020

INSTRUCTOR INFORMATION

Instructor: James A. Gleason, J.D., Ph.D.
Office: ECOBE 212G and BPOB 1.101A
Office Hours: Monday through Thursday, 10:00 a.m. – 12:00 p.m., and by appointment
(Note: office hours will be conducted via Blackboard Collaborate Ultra)
Do not hesitate to send me an email if we need to talk so we can agree on a convenient time for a meeting or Collaborate session.
Office Telephone: (956) 882-5031 (leave a voice mail and it will be forwarded to me)
E-mail: james.gleason@utrgv.edu (best method of contact)
Response Time: Generally, I respond to emails as I receive them. I am not always at my computer, however, so my response time will vary. I am an early riser and am seldom online after 8:00 p.m. If I plan to be away from my computer for more than 24 hours, I will let you know in advance.
Grading: I will update the online grades each time a grading session is completed—typically within three (3) days following the completion of an activity. You will see a visual indication of new grades posted on your Blackboard home page when this occurs.

COURSE DESCRIPTION (from UTRGV Catalog)

The course is a study of the development and function of the legal environment of business. It examines the development of case law and precedents, the application of procedural and substantive law pertaining to civil and penal matters, and the study and analysis of cases and analysis of law relating to basic business practices.

PREREQUISITE

Junior standing.

TEXTBOOK & COURSE MATERIALS

Required Text:


Other Required Readings:

- Chapter PowerPoints and Lecture Outlines are available through Blackboard.
COURSE OBJECTIVES

Upon successful completion of the course,

1. Students will comprehend and employ basic legal terminology regarding the legal environment of business, business torts and crimes, contracts and e-contracts, agency and employment, negotiable instruments, creditors’ rights, and bankruptcy.

2. Students will recognize and assess the legal environment of business, the impact of business torts and crimes on commerce, the role of contracts and e-contracts in business, the fundamental aspects of agency and employment law, and the basic principles of negotiable instruments, creditors’ rights and bankruptcy.

3. Students will differentiate for ethical behaviors and social responsibility in business.

4. Students will demonstrate literacy relating to business behavior and social responsibility.

5. Students will analyze and assess case-based scenarios relating to business law and commerce.

TECHNICAL REQUIREMENTS

Computer Hardware:

To participate in this online course, you should have easy access to a computer less than 5-years old with high-speed internet connection via cable modem, LAN or DSL. To ensure you are using a supported browser and have required plug-ins please refer to Supported Browsers, Plugins & Operating Systems for Blackboard Learn from Blackboards resource page.

Student Technical Skills:

You are expected to be proficient with installing and using basic computer applications and have the ability to send and receive email attachments.

Software:

- Mozilla’s Firefox (latest version; Macintosh or Windows)
- Google Chrome (latest version; Macintosh or Windows)
- Adobe’s Flash Player & Reader plug-in (latest version).
- Apple’s QuickTime plug-in (latest version). A free download is available at
- Virus protection UTRGV Software link
- Microsoft Office UTRGV Software link
Technical Assistance:

If you need technical assistance at any time during the course or to report a problem with Blackboard you can:

- Visit the Blackboard Student Help Site
- Submit a Blackboard Help Ticket
- Help Contact Information (UTRGV’s Blackboard Support):

<table>
<thead>
<tr>
<th>Brownsville Campus</th>
<th>Edinburg Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location: Rusteberg Hall Room 108</td>
<td>Location: Education Building Room 2.202</td>
</tr>
<tr>
<td>Phone: 956-882-6697 or 956-882-6792</td>
<td>Phone: 956-665-5327</td>
</tr>
<tr>
<td>Monday – Friday 7:30AM – 6:00PM</td>
<td>Monday – Friday 7:30AM – 6:00PM</td>
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</tbody>
</table>

COURSE ORGANIZATION & ONLINE TOOLS

Course Structure:

This course will be delivered entirely online through the course management system Blackboard Learn. You will use your UTRGV account to login to the course from the My UTRGV site. Under Applications click on Blackboard Learn. The course should then appear within the My Courses tab. If the course is not visible, contact UTRGV’s Blackboard Support for assistance. NOTE: The course becomes available May 31, 2020.

The course is organized into five units of instruction, as shown in the Course Schedule below. Each unit is listed sequentially and contains assigned readings, multiple quizzes, a unit exam, and a case study – except for Unit 1 which also includes an Introductions discussion board. The units are organized topically and are of uneven size (in other words, some contain more chapters and quizzes than others). The course concludes with a comprehensive final examination.

Introduction:

The course begins with a short (minimum of 300 words) written assignment that is intended as a course icebreaker. Each student is asked to introduce themselves to the class by sharing some information about themselves – there is no particular content needed or intended – whatever you are comfortable with sharing. The Introduction will be graded generously on writing quality and overall impression. It constitutes 2% of the final course grade.
Assigned Reading:

Multiple chapters from the Miller, et al. (2012) text are assigned for each unit. PowerPoints and Lecture Outlines for the corresponding chapters are posted on Blackboard in each unit module.

Quizzes:

Each chapter has a 20-item quiz. There is a quiz due at 11:59 p.m. essentially every day, Mon. – Sat., throughout the course. Each quiz may be taken twice and you will be awarded the higher score. Collectively the quizzes constitute 28% (1% each) of the final course grade. NOTE WELL: Missing a single quiz is not likely to impact your final grade, but multiple misses very likely will.

Case Study Assignments:

Each unit has a four- or five-question Case Study Assignment. The case studies are available on Blackboard under each unit tab. There is a case study assignment due at 11:59 p.m. every Sunday of the course. Collectively the case studies constitute 20% (4% each) of the final course grade. NOTE WELL: Missing a case study assignment will do bad things to your course average.

Unit Exams:

Each unit has a 90 minute, 50-question Unit Exam with questions chosen randomly and equally distributed from each chapter in the unit. It is due at 11:59 p.m. on the Sunday following the conclusion of each unit. Accordingly, there will be a Unit Exam due every Sunday of the course. Collectively the exams constitute 30% (6% each) of the final course grade. NOTE WELL: Missing a Unit Exam will have a major impact on your course average.

Final Exam:

There will be a 2-hour, 100-question Final Exam with questions chosen randomly and equally distributed from each chapter. The Final Exam opens at 12:00 a.m. on Tues., July 7, and is due at 11:59 p.m. that evening. The Final Exam accounts for 20% of the final course grade. NOTE WELL: Failure to take the Final Exam will result in a two-letter drop in your final course grade.

Note:

Some course materials may be subject to copyright protection.

Note Very, Very Well:

The course has 40 separate grade items, each of which has a due date and time and will figures into your final course grade. All of the items are available in advance of when they are due. You are responsible for completing and submitting each graded item prior to the time it is due.

Make-up work is not permitted in this course. If you fail to complete a graded item in a timely fashion, you will receive a zero for it. Exceptions to this policy are rarely, if ever, granted. Only documented emergencies will be considered. Customers and employers are little considered about the people they do work with – either we get work done in a timely fashion or they find someone else who will.
## COURSE SCHEDULE

**Important Note:** Activity and assignment details will be explained in detail within each unit's corresponding content area on Blackboard. If you have any questions, feel free to contact me, but only after you consult the information posted on Blackboard.

<table>
<thead>
<tr>
<th>Unit</th>
<th>Assignments</th>
<th>Due</th>
<th>Points</th>
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</thead>
</table>
| 1    | **Assigned Readings:**  
  • Miller, et al., Chs. 1 – 3, 5  
  • PowerPoints, Chs. 1 – 3, 5  
  • Lecture Outlines, Chs. 1 – 3, 5  
  **Introductions Discussion Board:**  
  • Introductions Discussion Board | Monday, June 1 | 100 |
|      | **Case Study:**  
  • Unit 1 Case Study | Sunday, June 7 | 100 |
|      | **Quizzes:**  
  • Chapter 1 Quiz  
  • Chapter 2 Quiz  
  • Chapter 3 Quiz  
  • Chapter 5 Quiz | Tuesday, June 2 | 100  
  Wednesday, June 3 | 100  
  Thursday, June 4 | 100  
  Friday, June 5 | 100 |
|      | **Unit Exam:**  
  • Unit 1 Exam | Sunday, June 7 | 100 |
| 2    | **Assigned Readings:**  
  • Miller, et al., Chs. 6 – 9  
  • PowerPoints, Chs. 6 – 9  
  • Lecture Outlines, Chs. 6 – 9 |  |
|      | **Case Study:**  
  • Unit 2 Case Study | Sunday, June 14 | 100 |
|      | **Quizzes:**  
  • Chapter 6 Quiz  
  • Chapter 7 Quiz  
  • Chapter 8 Quiz  
  • Chapter 9 Quiz | Saturday, June 6 | 100  
  Monday, June 8 | 100  
  Tuesday, June 9 | 100  
  Wednesday, June 10 | 100 |
|      | **Unit Exam:**  
  • Unit 2 Exam | Sunday, June 14 | 100 |
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<th>Unit</th>
<th>Assignments</th>
<th>Due</th>
<th>Points</th>
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<tr>
<td>3</td>
<td><strong>Assigned Readings:</strong></td>
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<tr>
<td></td>
<td>• Miller, et al., Chs. 10 – 18</td>
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<td></td>
<td>• PowerPoints, Chs. 10 – 18</td>
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<td>• Lecture Outlines, Chs. 10 – 18</td>
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<td><strong>Case Study:</strong></td>
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<td></td>
<td>• Unit 3 Case Study</td>
<td>Sunday, June 21</td>
<td>100</td>
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<td><strong>Quizzes:</strong></td>
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<td></td>
<td>• Chapter 10 Quiz</td>
<td>Thursday, June 11</td>
<td>100</td>
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<td>• Chapter 11 Quiz</td>
<td>Friday, June 12</td>
<td>100</td>
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<td>• Chapter 12 Quiz</td>
<td>Saturday, June 13</td>
<td>100</td>
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<td>• Chapter 13 Quiz</td>
<td>Monday, June 15</td>
<td>100</td>
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<td>• Chapter 14 Quiz</td>
<td>Tuesday, June 16</td>
<td>100</td>
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<td>• Chapter 15 Quiz</td>
<td>Wednesday, June 17</td>
<td>100</td>
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<td></td>
<td>• Chapter 16 Quiz</td>
<td>Thursday, June 18</td>
<td>100</td>
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<td>• Chapter 17 Quiz</td>
<td>Friday, June 19</td>
<td>100</td>
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<td></td>
<td>• Chapter 18 Quiz</td>
<td>Saturday June 20</td>
<td>100</td>
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<td><strong>Unit Exam:</strong></td>
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<td></td>
<td>• Unit 3 Exam</td>
<td>Sunday, June 21</td>
<td>100</td>
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<td>4</td>
<td><strong>Assigned Readings:</strong></td>
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<td></td>
<td>• Miller, et al., Chs. 32 – 35</td>
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<td></td>
<td>• PowerPoints, Chs. 32 – 35</td>
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<td>• Lecture Outlines, Chs. 32 – 35</td>
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<td><strong>Case Study:</strong></td>
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<td></td>
<td>• Unit 4 Case Study</td>
<td>Sunday, June 28</td>
<td>100</td>
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<td><strong>Quizzes:</strong></td>
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<td></td>
<td>• Chapter 32 Quiz</td>
<td>Monday, June 22</td>
<td>100</td>
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<td></td>
<td>• Chapter 33 Quiz</td>
<td>Tuesday, June 23</td>
<td>100</td>
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<tr>
<td></td>
<td>• Chapter 34 Quiz</td>
<td>Wednesday, June 24</td>
<td>100</td>
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<td></td>
<td>• Chapter 35 Quiz</td>
<td>Thursday, June 25</td>
<td>100</td>
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<td></td>
<td><strong>Unit Exam:</strong></td>
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<td></td>
<td>• Unit 4 Exam</td>
<td>Sunday, June 28</td>
<td>100</td>
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<tr>
<td>Unit</td>
<td>Assignments</td>
<td>Due</td>
<td>Points</td>
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</tbody>
</table>
| 5    | Assigned Readings:  
• Miller, et al., Chs. 24 – 30  
• PowerPoints, Chs. 24 – 30  
• Lecture Outlines, Chs. 24 – 30 | Sunday, July 5 | 100 |
|      | Case Study:  
• Unit 5 Case Study |  |  |
|      | Quizzes:  
• Chapter 24 Quiz  
• Chapter 25 Quiz  
• Chapter 26 Quiz  
• Chapter 27 Quiz  
• Chapter 28 Quiz  
• Chapter 29 Quiz  
• Chapter 30 Quiz | Friday, June 26  
Saturday, June 27  
Monday, June 29  
Tuesday, June 30  
Wednesday, July 1  
Thursday, July 2  
Friday, July 3 | 100  
100  
100  
100  
100  
100  
100 |
|      | Unit Exam:  
• Unit 5 Exam | Sunday, July 5 | 100 |
| Final | Final Exam:  
• Final Exam, cumulative | Tuesday, July 7 | 100 |

GRADING POLICY

Graded Course Activities:

<table>
<thead>
<tr>
<th>Component</th>
<th>Weight</th>
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</thead>
<tbody>
<tr>
<td>Chapter Quizzes (28 Total, 20 questions worth 5 points each)</td>
<td>28%</td>
</tr>
<tr>
<td>Unit Exams (5 total, 50 questions worth 2 points each)</td>
<td>30%</td>
</tr>
<tr>
<td>Case Studies (5 total, 100 points each)</td>
<td>20%</td>
</tr>
<tr>
<td>Introduction (100 points)</td>
<td>2%</td>
</tr>
<tr>
<td>Final Exam (100 questions, 1 point each)</td>
<td>20%</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
</tr>
</tbody>
</table>

A = 90 - 100%
B = 80 > 90%
C = 70 > 80%
D = 60 > 70%
F = Below 60%
Late Work Policy:
One of the most important lessons in business is the need to be proactive. Waiting to get things done and waiting for business to come to you is a recipe for disaster! You MUST be proactive in this class. Be sure to pay close attention to deadlines—there will be no make-up assignments or quizzes, or late work accepted (without a serious and compelling reason and instructor approval, which will be very limited). Many students lose a letter grade (or two) off their final course grade because they fail to complete all of the course requirements in a timely fashion!

Viewing Grades in Blackboard:
Points you receive for graded activities will be posted to the Blackboard Grade Book. Click on the My Grades link on the left navigation to view your points.

Your instructor will update the online grades each time a grading session has been complete—typically within three (e) days following the completion of an activity that requires instructor grading (quizzes and exams are graded by the computer automatically upon completion). You will see a visual indication of new grades posted on your Blackboard home page under the link to this course.

UTRGV Summer I Academic Calendar (Other important dates)
The UTRGV academic calendar can be found at http://my.utrgv.edu at the bottom of the screen, prior to login. Important dates for Summer I 2020 include:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>May 29</td>
<td>Last day to withdraw for 100% refund</td>
</tr>
<tr>
<td>June 1</td>
<td>Classes begin</td>
</tr>
<tr>
<td>June 2</td>
<td>Last day to add or register for Summer I classes</td>
</tr>
<tr>
<td>June 4</td>
<td>Census Day (last day to drop without it appearing on your transcript)</td>
</tr>
<tr>
<td>June 25</td>
<td>Last day to drop (grade of DR) or withdraw (grade of W) from a course</td>
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<tr>
<td>July 4</td>
<td>Independence Day – no class activities</td>
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<tr>
<td>July 6</td>
<td>Study day – no class activities</td>
</tr>
<tr>
<td>July 7</td>
<td>Final Exams</td>
</tr>
</tbody>
</table>

OTHER COURSE POLICIES

Participation
Online courses require your active participation. Here are some tips for success:

- Log in to the course frequently (at least every other day) and check announcements. This will keep you apprised of any course updates, progress in discussions, assignment information, and messages requiring immediate attention.

- Be aware of and keep up with the Course Schedule in the Syllabus.

- Be proactive. Summer courses move quickly and this course is sufficiently challenging when assigned readings and assignments are completed as scheduled. If you fail to be proactive, you will miss deadlines and it will be difficult for you to be successful.
Build Rapport

If you find that you have any trouble keeping up with assignments or other aspects of the course, make sure you let your instructor know as early as possible. As you will find, building rapport and effective relationships are key to becoming an effective professional. Make sure that you are proactive in informing your instructor when difficulties arise during the course so that we can help you find a solution.

Complete Assignments

All assignments for this course will be submitted electronically through Blackboard.

Communication Skills

All students must have adequate writing skills to communicate content in a professional and concise manner. You must observe length requirements and be proficient in the manner in which you present your ideas. This includes emails to the instructor.

Netiquette

Netiquette describes the code of conduct for an online environment. It ensures respect for others and prevents misunderstandings or unintentional offenses to others. The netiquette described here is amended to ensure your success in this course.

- When you are typing or submitting a response, do not use all capital letters (caps). Caps is equal to SHOUTING YOUR MESSAGE.

- Although it is customary to use acronyms (ex., BTW - by the way, or FYI - for your information) when chatting online, avoid using them in this course and in emails.

- Although you are encouraged to participate and ask questions, it is asked that you do not spam other users (SPAM refers to unwanted or excessive email). Before sending mass emails, consider using the discussion board to post general inquiries or requesting assistance from your instructor.

Time Commitment

Online courses are typically just as time intensive, and may be more rigorous, than traditional courses. Many students claim that online courses require more time and commitment. As you begin this course, you would be wise to schedule no less than 3 hours or more each day for studying materials and completing assignments. Plan accordingly!

Understand When You May Drop This Course

It is the student’s responsibility to understand when they need to consider de-enrolling from a course. Refer to the UTRGV Course Schedule for dates and deadlines for registration. After this period, a serious and compelling reason is required to drop from the course. Serious and compelling reasons include: (1) documented and significant change in work hours, leaving student unable to attend class, or (2) documented and severe physical/mental illness/injury to the student or student’s family.
Incomplete Policy
Under emergency/special circumstances, students may petition for an incomplete grade.

Needs for Students With Disabilities
(Inform Your Instructor of Any Accommodations Needed)
If you have a documented disability and verification from the Disability Services, and wish to discuss academic accommodations, please contact your instructor as soon as possible. It is the student’s responsibility to provide documentation of disability to Disability Services and meet with a SSWD counselor to request special accommodation before classes start.

Brownsville Campus: Disability Services is located in room Cortez Hall Room 129 and can be contacted by phone at (956) 882-7374 (Voice) or via email at disabilityservices@UTRGV.edu.

Edinburg Campus: Disability Services is located in room 108 University Center and can be contacted by phone at (956) 665-7005 (Voice) (956) 665-3840 (fax) or via email at disabilityservices@UTRGV.edu.

Commit to Integrity
As a student in this course (and at this university) you are expected to maintain high degrees of professionalism, a commitment to active learning, and participate appropriately.

UTRGV Academic Honesty Policy & Procedures
“The principles of truth and honesty are recognized as fundamental to a community of scholars and teachers. California State University, Sacramento expects that both faculty and students will honor these principles, and in so doing, will protect the integrity of academic work and student grades.”

Read more about UTRGV’s Academic Honesty Policy & Procedures

At UTRGV, 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 cheating. At UTRGV, “plagiarism is the appropriation, buying, receiving as a gift, or obtaining by any means another’s work and the unacknowledged submission or incorporation of it in one's own academic work offered for credit.” Source: UTRGV HOP

Important Note: Any form of academic dishonesty, including cheating and plagiarism, may be reported to the office of student affairs.

Course policies are subject to change. It is the student’s responsibility to check Blackboard for corrections or updates to the syllabus. Any changes will be posted in Blackboard.