

DE ANZA COLLEGE BUSINESS DEPARTMENT
BUSINESS 18
BUSINESS LAW I – SECTION 01Y (Hybrid)
SPRING 2023
INSTRUCTOR: BYRON LILLY

Student Learning Outcome Statements (SLO)

By the end of this class, you will be able to:

- Demonstrate a knowledge of basic legal terminology and basic tort, constitutional, criminal, administrative and contract law.
- Identify ethical issues in a business law context and evaluate factually simple contract issues using basic common law or UCC rules.

Required Materials: Purchase any one of these three. (You only need one.)

- **Essentials of Business Law Custom, 1st Edition 2019** (ISBN 978-0-357-43496-3). This is a physical (paper and ink) textbook and can only be purchased from the De Anza College online bookstore because we're the only school that uses it.
- **Essentials of Business Law eTextbook, 6th Edition**, Jeffrey F. Beatty, Susan S. Samuelson, and Patricia Sanchez Abril, Cengage, 2019 (ASIN: B078KJR66M).
- **Essentials of Business Law, 6th Edition**, Jeffrey F. Beatty, Susan S. Samuelson, and Patricia Sanchez Abril, Cengage, 2019 (ISBN 978-1-337-40419-8). This is a physical (paper and ink) textbook that is widely available from many sellers.

Important: Please arrange to **have a book in your possession by Monday, April 10.**

Course Requirements:

In-Person Attendance: This hybrid class **requires both in-person and online attendance.** This is *not* a distance learning class, and it *cannot* be taken from a distance. In-person attendance will be required Mondays and Wednesdays from 9:30 am – 10:45 am in the Admin 102 classroom. Students whose in-person attendance drops below 65% will be dropped from the class for inadequate attendance. Roll call will be conducted at the beginning of each class meeting to check for attendance. If you arrive late to class, remember to come see me at the end of that class meeting and let me know that you are there and what time you arrived. Notifying me via email *afterward* that you were there **is *not an acceptable substitute*** for notifying me *in person* before leaving the classroom.

Online Attendance: The **online component** of this hybrid class has a **separate attendance requirement.** That attendance requirement has **two components:** 1. Any student who earns fewer than 1 online points during the first week of the quarter will be dropped from the class for inadequate online attendance in the first week, and 2. Each student must hit certain cumulative online point thresholds, one on each of the first seven Sundays of the quarter. Any student who misses **any two of these online point thresholds in a row** will be dropped from the class for inadequate online attendance.

Here are the minimum online point thresholds each student **must** meet to avoid being dropped for inadequate attendance, per component two of the attendance requirement for the online component of this class:

Date	Minimum online points needed
Sunday, April 16, 2023	80
Sunday, April 23, 2023	150
Sunday, April 30, 2023	250
Sunday, May 7, 2023	400
Sunday, May 14, 2023	500
Sunday, May 21, 2023	580
Sunday, May 28, 2023	640

Orientation videos: This is a hybrid class. It is approximately 50% on-campus and 50% online. To understand how to complete the online portion, you will need to watch the **orientation videos** found in our **Canvas** course shell. Canvas can be accessed from the Student tab in MyPortal, or by going to <https://deanza.instructure.com> and using your MyPortal credentials to log in. Once you click into the correct Canvas course, you will find the orientation videos near the top of the page, grouped under the heading "Course Syllabus and Orientation Videos."

Online quizzes: The online quizzes are due weekly, always at 11:55PM on a Sunday, and are required. You will find them in De Anza's **Canvas** system. There is no cost to access the Canvas system, but you must be currently registered in the course on MyPortal to have access. Once during the quarter – **on Sunday, June 18** - you will face two chapters'-worth of online quizzes due on the same night. See the Important Dates section at the end of this course syllabus or our course website in Canvas for details regarding when each chapter's quizzes are due. The online quizzes are open-book, open-note, but they are not to be taken collaboratively. Each student must complete their own online quizzes without assistance from others. Online quizzes can be completed **up to one week late**, but your grade on late quizzes will suffer a penalty of 4% **per full-or-partial-day** they are late. Online quizzes not completed by the deadline are treated as zeroes.

Examinations: There will be two required on-campus exams: one midterm and one final exam. Both exams will be administered **on campus** in classroom Admin 102 and are **closed-book, closed-note exams**. The midterm covers the **first 4 chapters** of the class, and will be given **Wednesday, May 10**. If for any reason you miss the in-class midterm, you will **have** to take the **longer and harder online** alternate midterm instead. The final exam covers the **last 8 chapters** of the class and will be taken in our usual classroom on **Monday, June 26** from 9:15 – 11:15 am. If for any reason you miss or cannot attend the in-class final exam, you will **have** to take the **longer and harder online** alternate final exam instead.

Academic Integrity Policy:

You are welcome to form study groups and collaborate with other students in this class, but the quizzes and exams in this class are not collaborative. You must answer all of the questions on all of the quizzes and exams in this class alone, without assistance from others. You are specifically forbidden from:

1. Taking someone else's quiz or exam for them.
2. Asking or letting someone else take any quiz or exam for you.
3. Working on any quiz or exam in this class collaboratively with another person.
4. Providing the correct answers or your answers to any of the questions on any of the quizzes or exams in this class to any other person or website.
5. Using ChatGPT or any other generative pre-trained transformer to help you take any of the quizzes or exams in this class.
6. Reading or relying upon while taking any quiz or exam in this class any of the materials located on the websites Coursehero.com, Chegg.com, or Quizlet.com, or any other website that has ever stored and made available to subscribers the test bank of a college textbook or any part of such a test bank.

If you do any of the six things listed above, you have cheated in this class. If I have reason to believe you cheated in this class, you will receive a **failing grade** on any assignments I believe you likely cheated on, and your name may be reported to the **Dean of Student Affairs** of De Anza College for possible further disciplinary action, up to and including **suspension** from De Anza College for a period of up to three years.

General Information:

Covid-19 guidelines: Per Santa Clara County Health Department guidelines, if you believe you were exposed to someone who had covid-19, you should wear a mask around others and monitor yourself for symptoms for 10 days following exposure. You can come to class even if you believe you have been exposed to covid-19 as long as you have neither tested positive for covid-19 nor developed any covid-19 symptoms, but you should wear a mask while in the classroom. Your mask must be a high-quality paper mask with a tight seal above your nose and below your mouth. I have free masks in the classroom and you are always welcome to take one if you need or want one. If you test positive for covid-19 or develop covid-19 symptoms, you should **not** come to class for the next **5 days**, then **wear a mask** in class for the next **five days** after that.

Last date to drop with a W: If you are not doing well in the course, or are unable to finish out the course, you may drop yourself from the course provide you do so by *Friday, June 2, 2023*. **Late drops** (defined as any drop requested or attempted after *June 2, 2023*) are not permitted.

Extra Credit points: The only way to earn extra credit points is to attend our in-person class meetings. You will have an opportunity to earn extra credit points almost every time you attend one of those meetings.

Grading Policy:

Each student's grade shall be calculated as a weighted average of three components. The online quizzes will be worth 52% of the grade. The midterm exam, which covers the first four chapters, will be worth 16% of the grade. The final exam, which covers the last eight chapters, will be worth 32% of the grade.

Grades shall be assigned based on the following overall scale:

Weighted average course grade	Letter grade
99% or above	A+
92-98%	A
90-91%	A-
88-89%	B+
82-87%	B
80-81%	B-
78-79%	C+
70-77%	C
67-69%	D+
58-66%	D
55-57%	D-
Below 55%	F

A Word About How I Round Grade Percentages:

I do not round all grades upward as some instructors do. I round grades to the nearest whole number. For example, a grade of 91.5% will be rounded up to 92%, which is an A; but a grade of 91.4999% will be rounded down to 91%, which is an A-.

A Word About the Difficulty Level of This Course:

This course is one of only three De Anza College Business courses that is not only CSU-transferable but also U.C.-transferable. This means if you earn a passing grade in this course here, then transfer to any college in California's U.C. or CSU systems, such as U.C. Berkeley or San Jose State University, you will be treated as having passed Business Law I there for the purposes of earning any degree they offer that requires that course. They will not make you take their version. Passing it here counts the same as having passed it there. To maintain this transferability, we must periodically satisfy schools like U.C. Berkeley that this course is as difficult and thorough as the course they offer under the same name. For that reason, you may find that this course is a bit more difficult than some of the other courses we offer here in the De Anza College Business department.

Important dates to remember: (All dates in 2023) [*Red indicates a due date of special interest.*]

Sunday, April 9 – First day you can begin work on the course material in Canvas

Sunday, April 16 – The chapter 1 quizzes (there are four of them) are due by 11:55 pm.

Sunday, April 23 – The chapter 4 Canvas quizzes are due by 11:55 pm on this date. (We are skipping chapters 2 and 3.) Also, this is the last day you can drop this class for a full refund, and the last day you can drop it with no grade of record. Drops after this date will result in the student earning a grade of W (Withdraw) in this class.

Sunday, April 30 – The chapter 5 Canvas quizzes are due by 11:55 pm on this date.

Sunday, May 7 – The chapter 6 Canvas quizzes are due by 11:55 pm on this date.

Wednesday, May 10 – **Midterm Exam** (classroom Admin 102, 9:30 – 10:45 am, chapters 1, 4, 5 and 6)

Sunday, May 14 – The chapter 7 Canvas quizzes are due by 11:55 pm on this date.

Sunday, May 21 – The chapter 8 Canvas quizzes are due by 11:55 pm on this date.

Sunday, May 28 – The chapter 9 Canvas quizzes are due by 11:55 pm on this date.

Monday, May 29 – **No class meeting (Memorial Day Holiday)**

Friday, June 2 – Last day to drop this course (a W, which stands for “withdrew from the class,” will be placed on your transcript for this class if you drop it after **April 23** but on or before this date.)
Sunday, June 4 – The chapter 11 Canvas quizzes are due by 11:55 pm on this date.
Sunday, June 11 – The chapter 12 Canvas quizzes are due by 11:55 pm on this date.
Sunday, June 18 – The chapter **13 and 14** Canvas quizzes are due by 11:55 pm on this date.
Sunday, Jun 25 – The chapter 15 Canvas quizzes are due by 11:55 pm on this date.
Monday, June 26 - Final Exam (classroom Admin 102, 9:15 – 11:15 am, chapters 7-9 and 11-15)
Thursday, June 29 – **Course ends at 11:55 pm.** (All online quizzes and exams cease to be available).

Contacting the instructor:

Office hours: I will be available to receive your incoming telephone calls **Monday – Thursday 8:20 am - 9:10 am** at (408) 864-8431. At all other times, your call will likely “roll to voicemail.” If it does, please leave me a message. I will get back to you within one business day. I can also be reached via email or Canvas message. I check email at least once each weekday. If you need to get in touch with me urgently, I recommend you send me an email **and** leave me a voicemail (on the same topic) or call during my office hours.

Telephone: (408) 864-8431

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