

Course Syllabus

Syllabus for Bus 18 V5584 – Online

Semester & Year	Fall 2023
Course ID and Section #	Bus 18 V5584
Instructor's Name	Kristen Luke
Number of Credits/Units	3
Contact Information	<i>Office location</i>
	<i>Office hours</i>
	<i>Phone number</i>
Textbook Information	<i>Title & Edition</i>
	<i>Author</i>
	<i>ISBN</i>

Catalog Description:

Fundamental legal principles pertaining to business transactions. This course is an introduction to the legal process in a business setting. Topics include sour

Student Learning Outcomes

- Explain legal concepts relevant to business.
- Use reference sources to gather information on legal concepts relevant to business.
- Apply legal concepts to analyze factual business scenarios.

Prerequisites/co-requisites/ recommended preparation

Educational Accessibility & Support

College of the Redwoods is committed to providing reasonable accommodations for qualified students who could benefit from additional educational support a

- Mental health conditions such as depression, anxiety, PTSD, bipolar disorder, and ADHD
- Common ailments such as arthritis, asthma, diabetes, autoimmune disorders, and diseases
- Temporary impairments such as a broken bone, recovery from significant surgery, or a pregnancy-related disability
- A learning disability (e.g., dyslexia, reading comprehension), intellectual disability, autism, or acquired brain injury
- Vision, hearing, or mobility challenges

Available services include extended test time, quiet testing environments, tutoring, counseling and advising, alternate formats of materials (e.g., audio books, [Programs](https://www.redwoods.edu/dsps) [for Students \(DSPS\)](https://www.redwoods.edu/dsps)). If you are unsure whether you qualify, please conta

- Eureka: 707-476-4280, Student Services Building, 1st floor
- Del Norte: 707-465-2324, Main Building, near the library
- Klamath-Trinity: 707-476-4280

Student Support

Good information and clear communication about your needs will help you be successful. Please let your instructor know about any specific challenges or tecl

Fall 2023 Dates

- **August 18th: Last day to register for classes (day before the first class meeting)**
- **August 19th: Classes begin**
- **August 25th: Last day to add a class**
- **September 1st: Last day to drop without a "W" and receive a refund**
- **September 4th: Labor Day Holiday (All Campuses Closed)**
- **September 5th: Census Date (20% of class)**
- **October 26th: Last day to petition to graduate**
- **October 27th: Last day for student initiated withdrawal (62.5% of class)**
- **October 27th: Last day for faculty initiated withdrawal (62.5% of class)**
- **November 11th: Veterans Day (All Campuses Closed)**
- **November 20th-25th: Thanksgiving break (no classes)**
- **November 22nd-24th: No Classes, all campuses closed**
- **December 9th-15th: Final Examinations**
- **December 15th: Last day to file for P/NP option**
- **December 15th: Semester Ends**
- **December 22nd: Grades due**
- **January 5th: Grades available**

Academic dishonesty

In the academic community, the high value placed on truth implies a corresponding intolerance of scholastic dishonesty. In cases involving academic dishonesty, the student may receive a failing grade for the assignment and/or exam and may be reported to the Chief Student Services Officer or de about the rights and responsibilities of students, Board policies, and administrative procedures is located in the [College Catalog](https://www.redwoods.edu) [↗](https://www.redwoods.edu) (<https://www.redwoods.edu> [↗](https://www.boarddocs.com/ca/redwoods/Board.nsf/Public?open&id=policies) (<https://www.boarddocs.com/ca/redwoods/Board.nsf/Public?open&id=policies>))

Disruptive behavior

Student behavior or speech that disrupts the instructional setting will not be tolerated. Disruptive conduct may include, but is not limited to: unwarranted interru that a student has disrupted the educational process, a disruptive student may be temporarily removed from class. In addition, the student may be reported to Redwoods website. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the [Col](#)

Inclusive Language in the Classroom

College of the Redwoods aspires to create a learning environment in which all people feel comfortable in contributing their perspectives to classroom discussi

Setting Your Preferred Name in Canvas

Students have the ability to have an alternate first name and pronouns to appear in Canvas. Contact [Admissions & Records](https://www.redwoods.edu/a) [↗](https://www.redwoods.edu/a) (<https://www.redwoods.edu/a> [↗](https://www.redwoods.edu/Portals/28/A.R.Forms.Docs/Miscellaneous/Student%20Information%20Update.pdf) (<https://www.redwoods.edu/Portals/28/A.R.Forms.Docs/Miscellaneous/Student%20Information%20Update.pdf>) [Information Update form.](https://www.redwo) [↗](https://www.redwo) (<https://www.redwo>

Canvas Information

Canvas Information

If using Canvas, include navigation instructions, tech support information, what Canvas is used for, and your expectation for how regularly students should che

Log into Canvas at [My CR Portal](http://www.redwoods.edu/sso) [↗](http://www.redwoods.edu/sso) (<http://www.redwoods.edu/sso>)

For help logging in to Canvas, visit [My CR Portal](http://www.redwoods.edu/sso) [↗](http://www.redwoods.edu/sso) (<http://www.redwoods.edu/sso>).

For help with Canvas once you're logged in, click on the Help icon on the left menu. For tech help, email its@redwoods.edu (<mailto:its@redwoods.edu>) or cal

Canvas online orientation workshop: [Canvas Student Orientation Course \(instructure.com\)](https://redwoods.instructure.com/courses/6781) (<https://redwoods.instructure.com/courses/6781>)

Community College Student Health and Wellness

Resources, tools, and trainings regarding health, mental health, wellness, basic needs and more designed for California community college students, faculty a

[Wellness Central \(https://ccconlineed.instructure.com/courses/1895?cf_id=2248\)](https://ccconlineed.instructure.com/courses/1895?cf_id=2248) is a free online health and wellness resource that is available 24/7 in your spa

Students seeking to request a counseling appointment for academic advising or general counseling can email counseling@redwoods.edu (<mailto:counseling@redwoods.edu>)

Emergency procedures / Everbridge

College of the Redwoods has implemented an emergency alert system called Everbridge. In the event of an emergency on campus you will receive an alert th
Registration is not necessary in order to receive emergency alerts. Check to make sure your contact information is up-to-date by logging into WebAdvisor [http](#)

Please contact Public Safety at 707-476-4112 or security@redwoods.edu (<mailto:security@redwoods.edu>) if you have any questions. For more information s

In an emergency that requires an evacuation of the building anywhere in the District:

- Be aware of all marked exits from your area and building
- Once outside, move to the nearest evacuation point outside your building
- Keep streets and walkways clear for emergency vehicles and personnel Do not leave campus, unless it has been deemed safe by the campus authorities.

Del Norte Campus Emergency Procedures

Please review the [Crescent City campus emergency map](https://www.redwoods.edu/Portals/70/pdfs/DN%20CampusSafetyMap_010819-2.pdf) [↗](https://www.redwoods.edu/Portals/70/pdfs/DN%20CampusSafetyMap_010819-2.pdf) (https://www.redwoods.edu/Portals/70/pdfs/DN%20CampusSafetyMap_010819-2.pdf) for campus

Eureka Campus Emergency Procedures

Please review the [campus emergency map](https://internal.redwoods.edu/Portals/180/Maps%20and%20Phone%20Lists/EurekaMaps_Emergency_F19.pdf?v) [↗](https://internal.redwoods.edu/Portals/180/Maps%20and%20Phone%20Lists/EurekaMaps_Emergency_F19.pdf?v) (https://internal.redwoods.edu/Portals/180/Maps%20and%20Phone%20Lists/EurekaMaps_Emergency_F19.pdf?v)
[Police Department](https://www.redwoods.edu/publicsafety) [↗](https://www.redwoods.edu/publicsafety) (<https://www.redwoods.edu/publicsafety>), [Public Safety](https://www.redwoods.edu/publicsafety) [↗](https://www.redwoods.edu/publicsafety) (<https://www.redwoods.edu/publicsafety>) It is the responsibility of College of

In the event of an emergency:

1. Evaluate the impact the emergency has on your activity/operation and take appropriate action.
2. Dial 911, to notify local agency support such as law enforcement or fire services.
3. Notify Public Safety 707-476-4111 and inform them of the situation, with as much relevant information as possible.
4. Public Safety shall relay threat information, warnings, and alerts through the Everbridge emergency alert system, Public address system, and when possib
5. Follow established procedures for the specific emergency as outlined in the College of the Redwoods Emergency Procedure Booklet, (evacuation to a safe
6. If safe to do so, notify key administrators, departments, and personnel.
7. Do not leave campus, unless it is necessary to preserve life and/or has been deemed safe by the person in command.

Klamath Trinity Campus Emergency Procedures

Please review the responsibilities of, and procedures used by, the College of the Redwoods, Klamath- Trinity Instructional Site (KTIS) to communicate to facul
emergency situations within its own jurisdiction.

1. In the event of an emergency, communication shall be the responsibility of the district employees on scene.
 1. Dial 911, to notify local agency support such as law enforcement or fire services.
 2. If safe to do so, notify key administrators, departments, and personnel.
 3. If safe to do so, personnel shall relay threat information, warnings, to ensure the school community is notified.
 4. Contact 530-625-4821 to notify of situation.
 5. Contact Hoopa Tribal Education Administration office 530-625-4413
 6. Notify Public Safety 707-476-4111.
2. In the event of an emergency, the responsible district employee on scene will:
 1. Follow established procedures for the specific emergency as outlined in the College of the Redwoods Emergency Procedure Booklet.
 2. Lock all doors and turn off lights if in lockdown due to an active shooter or similar emergency.
 3. Close all window curtains.
 4. Get all inside to safe location Kitchen area is best internal location.
 5. If a police officer or higher official arrives, they will assume command.
 6. Wait until notice of all is clear before unlocking doors.
 7. If safe to do so, move to the nearest evacuation point outside building (Pooky's Park), directly behind the Hoopa Tribal Education Building.
 8. Do not leave site, unless it has been deemed safe by the person in command. Student Support Services (required for online classes)

Student Support Services

The following online resources are available to support your success as a student:

- [CR-Online](https://www.redwoods.edu/online/) (Comprehensive information for online students)
- [Library Articles & Databases](https://redwoods.libguides.com/az.php)
- [Canvas help and tutorials](https://webapps.redwoods.edu/tutorial/)
- [Online Student Handbook](https://www.redwoods.edu/Portals/72/Documents/Students/CR-OnlineStudentHandbook.pdf)
- [Online Tutoring Resources](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fredwoods.libguides.com%2FTutoring%2FOnline&data=Atkins%40Redwoods.edu%7Cbcfe068f8aca4941dde408daee9eaea9%7C8c90edff0a7243a795683eb28b3c8f82%7C0%7C0%7C638084662554822741%7CUnknown)

[Counseling](https://www.redwoods.edu/counseling/) offers assistance to students in need of professional counseling services such as crisis counseling.

Learning Resource Center includes the following resources for students

- [Library Services](https://www.redwoods.edu/library/) to promote information literacy and provide organized information resources.
- [Multicultural & Diversity Center](https://www.redwoods.edu/student-services/Home/Multicultural-and-Diversity-Center)
- [Academic Support Center](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.redwoods.edu%2Fasc%2F&data=05%7C01%7CAIAtkins%40Redwoods.edu%7Cbcfe068f8aca4941dde408daee9eaea9%7C8c90edff0a7243a795683eb28b3c8f82%7C0%7C0%7C638084662554822741%7CUnknown) tutoring and test proctoring for CR students.
- [Student Tech Help](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.redwoods.edu%2Fsts&data=05%7C01%7CAmber-Atkins%40Redwoods.edu%7Cbcfe068f8aca4941dde408daee9eaea9%7C8c90edff0a7243a795683eb28b3c8f82%7C0%7C0%7C638084662554822741%7CUnknown) – provides students with assistance around a variety of tech problems.

Special programs are also available for eligible students include

- [Extended Opportunity Programs & Services \(EOPS\)](https://www.redwoods.edu/eops/) provides services to eligible income disadvantaged students in workshops, and more!
- The TRiO Student Success Program provides eligible students with a variety of services including trips to 4-year universities, career assessments, and peer support.
- The [Veteran's Resource Center](https://www.redwoods.edu/student-services/Home/Vets) supports and facilitates academic success for Active Duty Military students.
- [CalWORKS](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.redwoods.edu%2Fcalworks&data=05%7C01%7CAmber-Atkins%40Redwoods.edu%7Cbcfe068f8aca4941dde408daee9eaea9%7C8c90edff0a7243a795683eb28b3c8f82%7C0%7C0%7C638084662554822741%7CUnknown) assists student parents with children under the age of 18, who are receiving cash assistance (TANF), to become self-sufficient.
- Klamath-Trinity students can contact the CR KT Office for specific information about student support services at 530-625-4821

College of the Redwoods is committed to equal opportunity in employment, admission to the College, and in the conduct of all of its programs and activities.

Evaluation Method**Grading:**

Discussion forums: 25%

Quizzes: 25%

Briefs: 25%

Final Exam: 25%

Course Assignments: Every Monday, the week's assignments will be listed in Announcements and posted in the Modules section of Canvas. You will complete them under the specific weekly module. The weekly assignments will typically require you to read textbook chapters, review online power point slides, participate in discussion forums, and complete chapter quizzes. Several weeks will require a written exam

or briefs.

Discussion forums: Each week, I will post questions to the discussion forum. Students will respond to the question and based on the answer, I will provide a grade for the response. A rubric is attached to the discussion forum assignments. There will be several questions each week. You need to provide a unique response to each question. Questions are meant for you to think and ponder various aspects of the course discussed in the text for that week. You may need to do an internet search to find unique answers or because the question requires a little research as occasionally additional information may be required. I will drop your lowest discussion forum week score (1 week of discussion forum). I urge you to look at the discussion forum questions early in the week to avoid it

being challenging to find a unique response, one that is different than another student's response or perspective. I also will provide extra credit to students that work to assist other students by providing meaningful feedback.


Canvas Quizzes: (25% of your final grade) These will be multiple choice in their format and contain 15-20 multiple choice questions. Unless otherwise noted, there will be Canvas quizzes due every Sunday night at 11:45pm. You will be allowed 3 attempts at the quiz before it is graded. The quizzes will remain open to view and study from for the final but please do not submit them after their due date. I will drop your lowest two quiz scores as extra credit assistance.

Briefs: All students will be assigned some cases to debrief. In this process students prepare a written summary of the cases (case briefs). See the format for briefing cases on the last two pages of this syllabus. There will be two cases brief deadlines this semester. There will be options for you to choose from.

Final Exam: (25% of your final grade.) You will need to take an open note, open book exam. It will be available during finals week. It will be in Canvas. The exam format is multiple choice, true false and short answer. You have three hours to complete the exam.

Grading Criteria: A=93% and above, A-=90-92%, B+=88-89%, B=83-87, B-=80-82%, C+=78-79%, C=70-77%, D=69-60%, F=59% and below

Course Summary:

Date	Details	Due
Sun Sep 3, 2023	 Week 1, Chapter 1 discussion forum (https://redwoods.instructure.com/courses/17010/assignments/360480)	due by 11:59pm
	 Week 1, Chapter 1 Quiz (https://redwoods.instructure.com/courses/17010/assignments/360450)	due by 11:59pm
Sun Sep 10, 2023	 Week 2, Chapter 2 discussion forum (https://redwoods.instructure.com/courses/17010/assignments/360479)	due by 11:59pm
	 Week 2, Chapter 2 Quiz (https://redwoods.instructure.com/courses/17010/assignments/360488)	due by 11:59pm
Sun Sep 17, 2023	 Week 3, Chapter 3 discussion forum (https://redwoods.instructure.com/courses/17010/assignments/360478)	due by 11:59pm
	 Week 3, Chapter 3 Quiz (https://redwoods.instructure.com/courses/17010/assignments/360491)	due by 11:59pm
Sun Sep 24, 2023	 Week 4, Chapter 4 discussion forum (https://redwoods.instructure.com/courses/17010/assignments/360477)	due by 11:59pm
	 Week 4, Chapter 4 Quiz (https://redwoods.instructure.com/courses/17010/assignments/360493)	due by 11:59pm
Sun Oct 1, 2023	 Week 5, Chapter 5 discussion forum (https://redwoods.instructure.com/courses/17010/assignments/360476)	due by 11:59pm
	 Week 5, Chapter 5 Quiz (https://redwoods.instructure.com/courses/17010/assignments/360495)	due by 11:59pm
Sun Oct 8, 2023	 Week 6, Chapter 6 Quiz (https://redwoods.instructure.com/courses/17010/assignments/360499)	due by 11:59pm
	 Week 6 Check-In Feedback for Instructor (https://redwoods.instructure.com/courses/17010/assignments/360523)	due by 11:59pm
Sun Oct 8, 2023	 Week 7, Chapter 7 discussion forum (https://redwoods.instructure.com/courses/17010/assignments/360475)	due by 11:59pm
	 Week 7, Chapter 7 Quiz (https://redwoods.instructure.com/courses/17010/assignments/360501)	due by 11:59pm

Date	Details	Due
Sun Oct 15, 2023	 Week 8, Chapter 8 discussion forum https://redwoods.instructure.com/courses/17010/assignments/360474	due by 11:59pm
	 Week 8, Chapter 8 Quiz https://redwoods.instructure.com/courses/17010/assignments/360513	due by 11:59pm
Sun Oct 22, 2023	 Week 9, Chapter 9 Quiz https://redwoods.instructure.com/courses/17010/assignments/360514	due by 11:59pm
	 Brief submission #1 https://redwoods.instructure.com/courses/17010/assignments/360481	due by 11:59pm
Sun Oct 29, 2023	 Week 10, Chapter 10 discussion forum https://redwoods.instructure.com/courses/17010/assignments/360473	due by 11:59am
	 Week 10, Chapter 10 Quiz https://redwoods.instructure.com/courses/17010/assignments/360515	due by 11:59pm
Sun Nov 5, 2023	 Week 11, Chapter 11 discussion forum https://redwoods.instructure.com/courses/17010/assignments/360472	due by 11:59pm
	 Week 11, Chapter 11 Quiz https://redwoods.instructure.com/courses/17010/assignments/360517	due by 11:59pm
Sun Nov 12, 2023	 Week 12, Chapter 12 discussion forum https://redwoods.instructure.com/courses/17010/assignments/360471	due by 11:59pm
	 Week 12, Chapter 12 Quiz https://redwoods.instructure.com/courses/17010/assignments/360518	due by 11:59pm
Sun Nov 19, 2023	 Week 13, Chapter 13 Quiz https://redwoods.instructure.com/courses/17010/assignments/360519	due by 11:59pm
	 Brief submission #2 https://redwoods.instructure.com/courses/17010/assignments/360482	due by 11:59pm
Sun Dec 3, 2023	 Week 14, Chapter 14 discussion forum https://redwoods.instructure.com/courses/17010/assignments/360470	due by 11:59pm
	 Week 14, Chapter 14 Quiz https://redwoods.instructure.com/courses/17010/assignments/360520	due by 11:59pm
Sun Dec 10, 2023	 Week 15, Chapter 15 Quiz https://redwoods.instructure.com/courses/17010/assignments/360521	due by 11:59pm
Fri Dec 15, 2023	 Final exam https://redwoods.instructure.com/courses/17010/assignments/374994	due by 11:59pm
	 Ch01: Law and Legal Reasoning https://redwoods.instructure.com/courses/17010/assignments/360487	
	 Ch02: Business and the Constitution https://redwoods.instructure.com/courses/17010/assignments/360489	
	 Ch03: Ethics in Business https://redwoods.instructure.com/courses/17010/assignments/360490	
	 Ch04: Courts and Alternative Dispute Resolution https://redwoods.instructure.com/courses/17010/assignments/360492	
	 Ch05: Court Procedures https://redwoods.instructure.com/courses/17010/assignments/360496	

Date	Details	Due
	🔗 Ch06: Tort Law (https://redwoods.instructure.com/courses/17010/assignments/360500)	
	🔗 Ch07: Strict Liability and Product Liability (https://redwoods.instructure.com/courses/17010/assignments/360502)	
	🔗 Ch08: Intellectual Property Rights (https://redwoods.instructure.com/courses/17010/assignments/360504)	
	🔗 Ch09: Internet Law, Social Media, and Privacy (https://redwoods.instructure.com/courses/17010/assignments/360505)	
	🔗 Ch10: Criminal Law and Cyber Crime (https://redwoods.instructure.com/courses/17010/assignments/360506)	
	🔗 Ch11: Nature and Terminology (https://redwoods.instructure.com/courses/17010/assignments/360507)	
	🔗 Ch12: Agreement (https://redwoods.instructure.com/courses/17010/assignments/360508)	
	🔗 Ch13: Consideration (https://redwoods.instructure.com/courses/17010/assignments/360509)	
	🔗 Ch14: Capacity and Legality (https://redwoods.instructure.com/courses/17010/assignments/360510)	
	🔗 Ch15: Mistakes, Fraud, and Voluntary Consent (https://redwoods.instructure.com/courses/17010/assignments/360511)	