Course Number: BUSA 2106-N01 (fully online)
Course Title: Legal and Ethical Environment of Business
Instructor: Dr. Leanne M. DeFoor/Dr. Mary-Kathryn Zachary
Office: Miller Hall 2218
Telephone: 678-839-4832 (office)
E-mail Address: mzachary@westga.edu
Office Hours: Virtual hours by appointment.
Required Materials: MindTap digital access. This subscription includes the course text, Cross & Miller, Legal Environment of Business Text and Cases, 10th Ed., the course homework, practice exams, and other resources. The optional hard copy text bundle is not required.
ProctorU Proctoring Fee (for the Midterm and Final Exams)

COURSE DESCRIPTION:
An introduction to the legal, regulatory, and ethical environment of business, considering the interrelationship and impact of political, social, cultural, environmental, technological, international, and diversity issues.

COURSE LEARNING OBJECTIVES:
1. Demonstrate an understanding of the interrelationships among the legal, social, political, ethical, cultural, international, and technological environments and their impact on business. (BBA 4, BBA 5, BBA 6).

2. Demonstrate the ability to understand and apply major areas of law affecting business in the subject matter areas covered in the course, incorporating the influence of technology, the impact of demographic diversity, and the use of appropriate quantitative techniques, within an ethical framework. (BBA 4, BBA 5, BBA 6).

3. Demonstrate the ability to analyze issues and situations having legal implications including demographic changes with accompanying diversity issues, development and use of technological innovations, social changes, the political arena, and environmental and ethical factors, and assess the consequences of courses of action. (BBA 4, BBA 5, BBA 6)

4. Demonstrate familiarity with various legal resources and the ability to use them. (BBA 4, BBA 6).

5. Demonstrate the ability to organize and present their work in an effective and professional manner. (BBA 1, BBA 3).

RELATIONSHIP OF LEARNING OBJECTIVES TO LEARNING OUTCOMES:
Achievement of the Learning Objectives for this course will advance the student toward meeting the standards articulated in the Learning Outcomes for the Bachelor’s degree in Business Administration.

PREREQUISITES: 2.0 GPA.

METHOD OF INSTRUCTION:
This is a fully online course with content delivery via video lectures and MindTap/eBook. Students are required to take two proctored exams (a Midterm and a Final) in ProctorU. The Midterm Exam is Monday, May 21st, and the Final Exam is Tuesday, May 29th.
Students are required to use CourseDen (D2L) throughout the semester to support faculty-to-student and student-to-student interaction, including but not limited to Orientation, Attendance Verification, discussion boards, announcements, email, individual/group work, submitting assignments, etc. The professor requires students to check CourseDen daily in order to ensure you do not miss important updates or assignment deadlines.

The following are minimum requirements for taking a fully online course. You must meet these requirements to participate in this class.

- Access to a personal computer (PC or Mac), with Google Chrome and Mozilla Firefox browsers.
- Reliable high-speed/broadband Internet service (DSL, Cable, etc.) is strongly recommended. If high-speed Internet is not available in your area, you may have difficulty with some course requirements, such as homework, orientation, video lectures, and the like. Completion of course requirements will be very difficult, and you may wish to enroll in a campus-based course.
- Software requirements: Microsoft Office 2007 (available for free through UWG ITS) or equivalent, Adobe Acrobat Reader, and other downloads listed in CourseDen (D2L).

Credit Hour Policy Statement (3 Credit Hour Course): During a full-length academic term, students will spend approximately 150 minutes in online faculty instruction (video lectures, chat sessions, direct communication, discussion threads, etc.) and work about 360 minutes independently each week. This independent work may include, but is not limited to, readings, assignments, projects, group work, research, and test preparation. These requirements are compressed for this 12-day term.

Students MUST purchase a MindTap subscription - this is MANDATORY for the course. MindTap is accessed through CourseDen and includes the course textbook, all homework assignments, practice exams, flashcards, and a variety of other resources. You may purchase MindTap digital access (required) or digital access bundled with a hard copy of the course text (optional).

Students MUST complete the ONLINE ORIENTATION including the Orientation Chat to be held Friday, May 11th, at Noon in the CourseDen Chat Room. A transcript will be posted afterward. The other orientation materials and instructions are posted in CourseDen and must be completed before the deadline. The information you need this semester will be covered in orientation. You are responsible for all material covered in orientation. The professor does not require an on-campus orientation.

COMMUNICATION:

Communication between the professor and the entire class will be primarily through CourseDen Announcements. Communication between an individual student and the professor will be through CourseDen mail. Distribution of course materials will be through CourseDen. Students are required to check CourseDen and their UWG e-mail daily. In this course, students are required to set their CourseDen notification settings to e-mail and/or text the student whenever an Announcement is posted. Students also are required to subscribe to the course calendar. The professor will respond to student e-mails, calls, or text messages during this abbreviated summer term within 24 hours.

COLLEGE, DEPARTMENT, AND COURSE POLICIES:

- The course content is provided to students for the purposes of receiving credit for BUSA 2106 only. All intellectual property belongs to the professor and/or UWG. Students may not reproduce, save, or copy course content for purposes of sale or distribution to others outside the class. Students who do so may be subject to legal liability in addition to discipline for academic dishonesty.
Your professor is a licensed attorney. However, do not ask the professor for legal advice.

Please read this syllabus carefully. The professor is available to answer any questions you may have regarding the meaning of any part of this syllabus. Consequently, excuses for failure to follow the syllabus based upon non-understanding or misunderstanding of its meaning will not be heard.

The professor reserves the right to make appropriate amendments to this syllabus. Any such amendments will be announced sufficiently in advance of the effective date of the amendment and published in CourseDen.

If you have a disability and wish to request an accommodation, please contact Accessibility Services in the Counseling & Career Development Center in Row Hall, and follow their steps to apply.

EVALUATION AND GRADES:
Grades will be calculated and assigned on the basis of points earned on examinations, homework, and extra credit, as follows:

<table>
<thead>
<tr>
<th>Grade Category</th>
<th>No. of Graded Events</th>
<th>Possible Points per Graded Event</th>
<th>Total Possible Points for the Graded Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>MindTap Homework</td>
<td>Varies by Chapter</td>
<td>Varies by Chapter</td>
<td>100</td>
</tr>
<tr>
<td>Exams</td>
<td>2</td>
<td>100</td>
<td>200</td>
</tr>
<tr>
<td><strong>Total Possible Points for this Course:</strong></td>
<td></td>
<td></td>
<td>300</td>
</tr>
</tbody>
</table>

Grades will be assigned on the bases of points earned as follows:

<table>
<thead>
<tr>
<th>Points Earned</th>
<th>Letter Grade</th>
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<tbody>
<tr>
<td>269 - 300</td>
<td>A</td>
</tr>
<tr>
<td>239 - 268</td>
<td>B</td>
</tr>
<tr>
<td>209 - 238</td>
<td>C</td>
</tr>
<tr>
<td>179 - 208</td>
<td>D</td>
</tr>
<tr>
<td>&lt; 179</td>
<td>F</td>
</tr>
</tbody>
</table>

MindTap Homework Assignments: 100 points

There are MindTap assignments associated with each chapter we cover in the course. Students get one free “Check My Work” per question with no grade penalty for using “Check My Work.” MindTap is accessible within CourseDen. The average grade on all MindTap assignments will count for a possible 100 points toward the course grade. Assignments are due in MindTap DAILY at 10:00 PM. A schedule is posted at the end of this Syllabus, and the deadlines are also in MindTap. No work will be accepted late, so stay caught up.

Midterm and Final Exams: 100 points each (200 points total)

Two proctored examinations (Midterm and Final) are required in this course. The dates for the Midterm and Final Exams are Monday, May 21st, and Tuesday, May 29th, respectively. Students have 90 minutes to take the exam, and they can be taken anytime between midnight and 10 PM on the days scheduled. Students must take these two exams online with a live proctor through ProctorU. You must meet all of the technological and other requirements of ProctorU, including but not limited to a high-speed internet connection and an active web cam, as well as two forms of photo ID. Creating an account in ProctorU is free and can be done at ProctorU.com. ProctorU charges a proctoring fee for its services. Students are responsible for scheduling an appointment to test via ProctorU and payment of the required fees. Go ahead and schedule your two exams on the first day of the term and add the testing appointment to your smartphone calendar!
Extra Credit Assignments: Two opportunities are available to earn extra credit in this course. First, you may do **up to two Courtroom Observations worth 3 points each (equivalent to 1 point on your final course grade each)**. Instructions and deadlines for the Courtroom Observations are posted in CourseDen. Observation Reports should be uploaded to the Dropbox in CourseDen. Second, you may complete the **Course Evaluation at the end of the semester for an additional 3 points (equivalent to 1 point on your final course grade)**. Be sure to check the box to “send proof to the professor.”

**ACADEMIC HONESTY/CHEATING:**

This professor has a zero tolerance policy on cheating and fails students for cheating almost every semester. Receiving or giving help on exams or assignments, using cell phones or other unapproved devices or resources on exams, sharing/storing/retaining course materials or answers, and any other form of cheating will result in **failure of this course** (not just the assignment or exam) and a record of academic dishonesty placed in the student’s permanent records and may result in dismissal from the University. For the purposes of this class, the statements in the **Student Handbook and Honor Code** and the **Student Code of Conduct** will apply, including but not limited to the following:

1. No student shall give or receive, or otherwise furnish or procure assistance not authorized in the preparation of an essay, report, examination, or other assignment in an academic course or in the fulfillment of program or degree requirements such as standardized examinations.

2. No student shall take, attempt to take, or otherwise obtain, gain access to, or alter in an unauthorized manner any material pertaining to the conduct of a class or to the completion of any program or degree requirement, including but not limited to tests, examinations, laboratory equipment, roll books, academic records, or electronically stored data.

3. Plagiarism is prohibited. Themes, essays, term papers, tests, and other similar requirements must be the work of the student submitting them. Direct quotations must be indicated and ideas of another must be appropriately acknowledged.

UWG now utilizes an academic dishonesty database, and instances of academic dishonesty become part of the student’s permanent file; this may affect graduate school admissions and ability to get a job! Don’t do it!

The professor/university/USG may utilize all means available, including but not limited to IP address monitoring, login data, metadata, and other computer forensic methods to detect cheating on assignments and other graded work. In addition, UWG & USG are authorized to and do monitor for evidence of cheating, including monitoring external website activity (e.g., social media websites) accessed using UWG/USG resources. You have **no right of privacy** for activity you engage in using UWG/USG equipment or services, including but not limited to computers, servers, wireless or wired internet. This includes activity you engage in on UWG’s wifi system even from your own device or computer. Any student caught by UWG/USG personnel will be dealt with per the Academic Honesty policy.
COURSE BEHAVIOR AND PROFESSIONALISM:

Throughout the semester, ethical, political, cultural, international, social, technological, environmental, and diversity issues will be interwoven with a discussion of the legal topics.

Any student who engages in disorderly conduct as defined in Section 4.00 of the UWG Code of Conduct or disruptive or disrespectful behavior during any meeting of this course, including online sessions or examinations, is subject to disenrollment from this course with a grade of “F.” Disruptive and disrespectful behavior includes, but is not limited to, inattentiveness, disrespectful or threatening words or actions toward classmates or the professor, moving about the testing room during proctored exams (including entering and exiting the room), cursing or yelling at others, sleeping during exams, using electronic devices during exams, and the like. Students will treat each other and the professor with respect and professionalism at all times. The professor is available and willing to hear any concerns you may have concerning the class.

STATEMENT OF ETHICAL EXPECTATIONS:

Richards College of Business community members are committed to honesty and integrity in interactions and undertakings, respect for rights, differences, and dignity of others, and accountability for personal behavior.

The Richards College of Business has implemented the Wolf Pact to emphasize our shared commitment to academic honesty, ethics, and integrity in our dealings with one another. By remaining enrolled in this course, you affirm that you will abide by the terms of the Wolf Pact.

ADDITIONAL STUDENT RESOURCES/POLICIES:

UWG Online Help Desk Services: 678-839-6248 or online@westga.edu
Accessibility Services: 678-839-6428 or ccd@westga.edu
Center for Academic Success (formerly Excel Center): 678-839-6280 or helpme@westga.edu
UWG University Writing Center: 678-839-6513 or writing@westga.edu
UWG Online Student Guide (contains a variety of information and resources for online learning)
UWG Mandatory Syllabus Policies (required information for all UWG course syllabi)
**COURSE CALENDAR:** This is an estimated timeline for the course and is subject to amendment.

<table>
<thead>
<tr>
<th>Date</th>
<th>Topics</th>
<th>Assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/11</td>
<td>Course Orientation; Law &amp; Legal Reasoning; Courts &amp; ADR (due Sunday)</td>
<td>Orientation; Chapters 1 and 2</td>
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<tr>
<td>5/14</td>
<td>Court Procedures; Business and the Constitution</td>
<td>Chapters 3 and 4</td>
</tr>
<tr>
<td>5/15</td>
<td>Business Ethics; Tort Law</td>
<td>Chapters 5 and 6</td>
</tr>
<tr>
<td>5/16</td>
<td>Strict &amp; Products Liability; Intellectual Property Rights</td>
<td>Chapters 7 and 8</td>
</tr>
<tr>
<td>5/17</td>
<td>Internet Law, Social Media, &amp; Privacy; Criminal Law &amp; Cyber Crime</td>
<td>Chapters 9 and 10</td>
</tr>
<tr>
<td>5/18</td>
<td>International &amp; Space Law (NOTE: Will be tested on Final Exam)</td>
<td>Chapter 11</td>
</tr>
<tr>
<td>5/21</td>
<td><strong>Midterm Exam in ProctorU (covers Chapters 1-10)</strong></td>
<td><strong>Study for Midterm Exam!</strong></td>
</tr>
<tr>
<td>5/22</td>
<td>Contract Formation; Contract Performance, Breach, and Remedies</td>
<td>Chapters 12 and 13</td>
</tr>
<tr>
<td>5/23</td>
<td>Small Businesses &amp; Franchises; Limited Liability Business Forms</td>
<td>Chapters 16 and 17</td>
</tr>
<tr>
<td>5/24</td>
<td>Corporations; Employment Law</td>
<td>Chapters 18 and 20</td>
</tr>
<tr>
<td>5/25</td>
<td>Employment Discrimination; Administrative Agencies</td>
<td>Chapters 21 and 23</td>
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<tr>
<td>5/28</td>
<td><strong>Memorial Day Holiday</strong></td>
<td><strong>Have fun!</strong></td>
</tr>
<tr>
<td>5/29</td>
<td><strong>Final Exam in ProctorU (covers Chapters 11-13, 16-18, 20-21, and 23)</strong></td>
<td><strong>Study for Final Exam!</strong></td>
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