COURSE: BUS 124
EFFECTIVE DATE: Summer 2012
NEXT REVIEW DATE: Summer 2014

TITLE: Business Law III
CREDITS: 3
CONTACTS: CLASS - LAB - TOTAL
3 - 0 - 3

PREREQUISITES: None

DESCRIPTION: Level I: This course is a study of the principal agent, employment relationships, partnerships, special ventures, corporations, and law as related to real property.

Level II: Upon successful completion, the student should be competent to complete the following tasks:

1. Define corporation and distinguish its characteristics from other forms of business ownership.
2. Describe the formation, ownership, management, and dissolution of a corporation.
3. Define insurance and explain the characteristics of the following: Life and annuity, property, and automobile.
4. Explain the meaning of property and the method of transfer, ownership, and leases.


MATERIALS (specifying those to be purchased by student):

COLLABORATIVE READING:

CLASS MANAGEMENT ACTIVITIES (Attendance, tardies, testing, etc.):
Academic Honesty: During a test, as well as on any written assignment, paper, or project, anyone caught exchanging information or copying someone else's work will be given a grade of "F" on that work and face further disciplinary action. Refer to the "Student Code Book" on "Academic Dishonesty".

Absences: Twenty percent (20%) will be the maximum number allowed. After the first four there will be no curve as related to the grades but after this number the student is required to have a conference with his/her advisor and guidance counselor on their first day back at school. There are no unexcused absences.
except those verified by other instructors for field trips or school related assignments. A student with a doctor's excuse will be able to make up missed work, but the absence is still counted toward the twenty percent.

In the event that the student misses more than the allowable absences, the student will be dropped by the Instructor, who will complete a withdrawal form, with a grade of "F". If the student wishes to withdraw from the class, the student must complete a withdrawal form which can be found in the Student Services Office of the College. The student will receive a grade of "W" if the work completed to date is acceptable; a grade of "WF" will be assigned if the work is unacceptable.

Tardies: A student is tardy if he/she arrives for class after the instructor has checked the class roll. Three tardies will count as one absence. Any student who shows up for class more than ten minutes late will be counted as absent for that class. Any student who is tardy more than eight times will be dropped from the class.

Test: A pop test may be given on the day of the lecture which will be a short quiz or if given on the day the workbook is due, the student will turn their work in for that day. After the instructor takes the work up, no student will be allowed to turn it in.

Classroom Etiquette: An integral part of an education is developing a sense of integrity and responsibility not only toward ourselves but also toward others. In the classroom, as on the job or in your home, exhibiting appropriate behavior reflects on your maturity. Arriving late to class, being unprepared, inappropriate talking while class is in session, etc. negatively reflect on you and your fellow students. Please be considerate. Remember no food or drinks are allowed in classrooms. Cell phones should not be on during class.

Assigned Work: If an assignment is given to the class while a student is absent, he/she is required to turn in the work on the first day back in class.

Student ID: It is mandatory that every student wear his or her student ID at all times.

During the first week of classes, the instructor will issue a
A reminder to wear the ID. This reminder is a warning.

Then instructors are required to dismiss students without ID from class. The student may get his/her ID (or a new one from Student Services for $3.00) and return to class before the midpoint of the class. If the student cannot get an ID and return to class by the midpoint, the instructor will record the absence.

DISABILITIES STATEMENT:
Students with disabilities are encouraged to contact the Dean of Student Services to discuss needs or concerns as they pursue an academic program and participate in campus life. The Dean of Student Services will provide guidance regarding official documentation of disabilities and/or accommodation of needs. (See College Catalog)

RESOURCES (A-V, persons, tools/equipment):
Videos

COURSE TOPICAL OUTLINE (List topics and sub-topics of course) and Calendar of approximate length of time devoted to topic.

I. Ownership of a Corporation
II. Nature of Insurance
III. Life and Annuity Insurance
IV. Property Insurances
V. Automobile Insurance
VI. Security Devices
VII. Bankruptcy
VIII. Nature of Property
IX. Transfer of Real Property
X. Real Estate Mortgages
XI. Landlord and Tenant
XII. Wills and Inheritances
This is a tentative outline schedule of chapters to be covered and may be changed by the instructor.

**TEST:**
- Test 1 - Chapters 34-36
- Test 2 - Chapters 37-40
- Test 3 - Chapters 41-45

**OBJECTIVES OF COURSE:**
1. To give the students an understanding of the formation, operation and termination of a corporation.
2. To give the students an understanding of the law of contracts and how it relates to the insurance policy.
3. To give the students an understanding of various classes of insurance.
4. To give the students an understanding of different classes of property.
5. To give the students an understanding of what a will is, its characteristics, and the limitations on disposition of property.

**INSTRUCTIONAL METHODS TO COMPLETE OBJECTIVES:**
1. Lecture on each chapter.
2. General discussion on case problems in class.
3. Homework, consisting of study reports and write up of case problems.

**EVALUATIVE METHODS TO APPRAISE OBJECTIVES:**
1. Questioning of individuals on their views about the questions, cases, and problems in the study guide.
2. Class discussions about how they feel to the above answered questions, problems, or cases.
3. Pop tests.
4. Regular assigned tests.
GRADING SCALE:
A = 100-90
B = 89-80
C = 79-70
D = 69-60
F = 59-Below