

<http://lamission.org>



Paralegal Studies Program

Los Angeles
Mission College

Syllabus

Spring 2019

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Law 1 - Business Law - Online - Section # **10795**

[Prof David Jordan - Textbooks](#)

Read [Dear Online Student](#) - [Study Guide](#) and [Welcome Message](#)

Web page <http://lamission.org>
Instructor: [David Jordan, Esq.](#)
Office: by phone or email appointment
Office hours: by phone or email appointment
Email: jordandc@lamission.edu or greatlawteacher@gmail.com
Canvas site mycollege.laccd.edu - ilearn.laccd.edu
Activities <http://duedates.pbworks.com>
Textbook: [Business Law 14th ed.](#)

Kenneth W. Clarkson, Roger LeRoy Miller, Gaylord A. Jentz, Frank B. Cross

ISBN: ISBN:[1285185242](#) / [9781285185248](#)

Instructor and Student Contact Expectations:

This is an online course and all of our interactions will occur in Canvas. Please expect frequent communication and feedback from me via private message, announcements, assignment feedback, and discussion forums.

I typically return grades within 7 days of assessment completion, in the form of qualitative and quantitative feedback. I usually reply to messages the same day they are received, but please give me up to 48 hours to respond.

Ultimately, we will regularly and substantively interact with each other many times each week, throughout the term. Your role will be to check your grades, messages, announcements, and interact with me and your peers in the discussions.

Course Description: Law I is a study of the fundamental principles of law as they apply in the business world. The course examines legal rights and remedies, business torts and crimes, contracts, agency, employment, and negotiable instruments.

Course Organization: Law I is organized into assignments, quizzes, contracts, a final contract project, and class participation through weekly discussions.

Grade Distribution

Tests - 30% of your grade

Assignments - 40% of your grade

Weekly Discussions - 15% of your grade

Final Project - "Invent a Product" - 15% of your grade

A = 90% or above

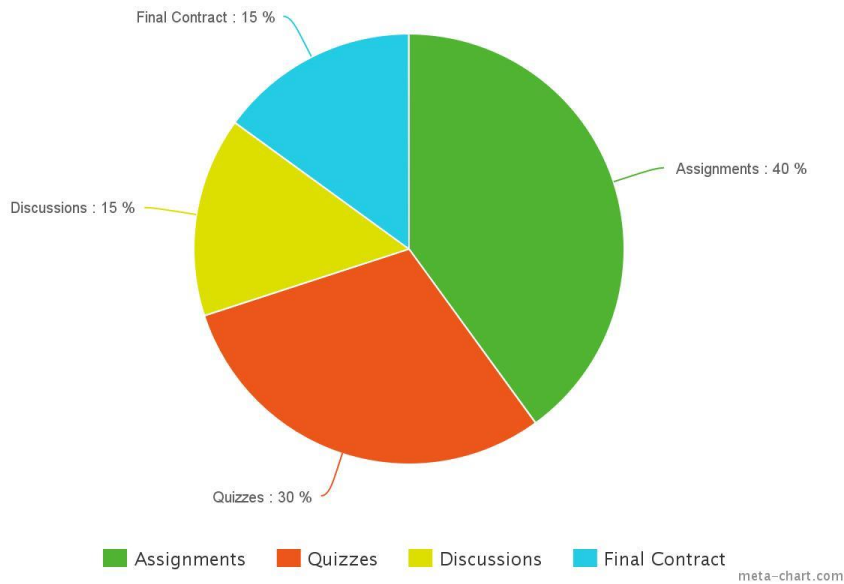
B = 80% or above

C = 70% or above

D = 60% or above

F = below 60%

C or above is required to pass the class.



Chapter Quizzes

All quizzes are timed (1.0 hour - 60 minutes, and you have two attempts). All quizzes are taken under Canvas

note: we start with Chp. 11 (not Chp 1) since this is a Contracts class, and Chp. 11 is the first chapter on contracts

Quiz A - Chp. 11 - Nature & Terminology of Contracts

Quiz B - Chp. 12 - Agreement in Traditional and E-Contracts

Quiz C - Chp. 13 - Consideration

Quiz D - Chp.14 - Capacity & Legality

Quiz E - Chp.15 - Mistakes, Fraud & Voluntary Consent

Quiz F - Chp.16 - The Writing Requirement & Electronic Records

Quiz G - Chp. 17 - 3rd Party Rights

Quiz H - Chp.18 - Performance & Discharge in Traditional and E-Contracts

Quiz I - Chp. 19 - Breach of Contract & Remedies

Quiz J - Chp. 20 - Formation of Sales & Lease Contracts

Quiz K - Chp. 21 - Title, Risk & Insurable Interest

Quiz L - Chp. 22 - Performance & Breach of Sales & Leases Contracts

Quiz M - Chp. 23 - Warranties

Quiz N - Chp. 25 - Function & Creation of Negotiable Instruments

Quiz 0 - Chp. 32- Agency Formation & Duties

Week 1_ Due 2/10/19

- Read the [syllabus](#) for the class and order the [textbook](#) - West Business Law 12th edition
 - Read [Dear Online Student](#)
 - Read the Chapter 11 - Nature and Terminology of Contracts
 - Post your [Introduction](#)
 - Read [Law Study](#)
 - Read [Legal Argumentation](#)
 - Read [Learning Ethics](#)
 - Read [Strategies against Procrastination](#)
 - Read [Reading Law Cases-Codes](#)
-

Week 2 - Due 2/17/19

- Read Chapter 12 - Agreement
 - #1 Chapter 11 - Nature and Terminology case problem
 - #2 Chapter 12 - Agreement case problem
 - Test #A Chp. 11 - Nature and Terminology of Contracts Test
 - weekly discussion
-

Week 3 - Due 2/24/19

- Read Chapter 13 - Consideration
 - #3 contract #1
 - Test #B Chp. 12 - Agreement Test
 - weekly discussion
-

Week 4 - Due 3/3/19

- Read Chapter 14 - Capacity
 - #4 Chapter 13 - Consideration case problem
 - Test #C - Chp. 13 - Consideration Test
 - read how to improve your test scores
- <http://abogado.pbworks.com/w/file/fetch/48654239/exam.pdf> - <http://abogado.pbworks.com/w/page/124186893/improve%20quiz%20scores>
 - weekly discussion
-

Week 5 - Due 3/10/19

- Read Chapter 15 - Genuineness of Assent
 - #5 Chapter 14 case problem
 - Test #D - Chp. 14 Capacity Test
 - weekly discussion
-

Week 6 - Due 3/17/19

- Read Chapter 16 - The Writing Requirement
 - #6 Chapter 15 case problem
 - #7 Chapter 16 case problem
 - Test #E Chp. 15 Mistakes, Fraud and Assent Test
 - weekly discussion
-

Week 7 - Due 3/24/19

- Read Chapter 17 - Third Party Rights
 - #8 Contract #2 Secured Promissory Note
 - #9 Chapter 17 case problem
 - Test #F Chp. 16 - The Writing Requirement Test
 - weekly discussion
-

Week 8 - Due 3/31/19

- Read Chapter 18 Performance and Discharge
 - #10 Chapter 18 case problem
 - Test #G Chp. 17 - 3rd Party Rights test
 - weekly discussion
-

- **Spring Break 4/1 - 4/7**
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Week 9 - Due 4/14/19

- Read Chapter 19 - Breach of Contract
 - #11 Chapter 19 case problem
 - Test #H Chp. 18 - Performance and Discharge Test
 - weekly discussion
-

Week 10 - Due 4/21/19

- Read Chapter 20 - Formation of Sales & Lease Contracts
 - #12 Chapter 20 case problem
 - Test #I Chp. 19 - Breach of Contract Test
 - weekly discussion
-

Week 11 - Due 4/28/19

- Read Chp. 21 - Title, Risk & Insurable Interest
 - #13 Chapter 21 case problem
 - #14 - contract #3
 - Test #J - Chp. 20 - Formation of Sales & Lease Contracts
 - weekly discussion
-

Week 12 - Due 5/5/19

- Read Chapter 22 Performance and Breach of Sales and Lease Contracts
- #15 Chapter 22 case problem
- Test #K Chp. 21 - Title, Risk, and Insurable Interest
- weekly discussion

Week 13 - Due 5/12/19

- Read Chapter 23 - Warranties
- #16 Chapter 23 case problem
- #17 contract #4
- Test #L Chp. 22 - Performance and Breach of Sales and Lease Agreements t
- weekly discussion

Week 14 - Due 5/19/19

- Read Chapter 25 - Formation & Creation of Negotiable Instruments
- #18 - Contract # 5
- #19 Chapter 25 case problem
- Test #M - Chp. 23 - Warranties
- weekly discussion

Week 15 - Due 5/26/19

- Read Chapter 32 - Agency Formation & Duties
- #20 Chp. 32 case problem
- Test #N Chp. 25 - Function & Creation of Negotiable Instruments
- #21 Torts/Crimes/Employment law
- #22 Final Contract Project - (worth 15% of your final grade) - "Invent and Sell a Product"
- Test #O Chp. 32 - Agency Formation & Duties

Student Learning Outcomes: Upon successful completion of this course, a student will be able to:

- 1. Analyze the fundamental principles of law as they apply in the business world by examining legal rights and remedies.**
- 2. Prepare a legally enforceable contract with all required clauses including offer, acceptance, consideration, and standard boilerplate provisions.**

Skill Level: College level reading and writing; ability to access the internet. Necessary skills include proficiency using a word processing program, including spell checker, using a web browser, sending

and receiving email, saving documents as RTFs (rich text format), uploading and attaching documents.

Estimated Time per Week: 10 hours (see [Carnegie Rule](#))

Class format: The class is completely online. We use the Canvas Course system, Carefully read [our policies](#).

The class follows a weekly format. Click on "Assignments, Tests, Surveys" on left side of your canvas class for a list of work in your online class.

Online classes require your attention and effort. If you fail to log into the class during the first two weeks you will be excluded from the class. There are activities and assignments each week; you will need to log into the class several times a week.

To be a successful online/hybrid student, you need to do schedule a regular time for studying, read and complete on line activities, and [more](#).

Technical Requirements: The minimum computer requirements are: Computer, either a Macintosh or IBM compatible; modem, minimum 28.8, broadband or high speed internet access is preferred and is required to view the videos. Software: Web browser software, preferably Firefox 3.5 or Internet Explorer 8, an e-mail address and a word processing program.

Get Firefox: <http://www.mozilla.com/en-US/firefox/all.html>

Get Google Chrome - <http://chrome.google.com>

Get a free email account at: www.mail.google.com

Students who do not have regular computer access may use computers in the campus Learning Resource Center. Be sure to save all your papers and assignments on a flash drive.

Course Login: <http://mycollege.laccd.edu>

First Assignment: Introduce yourself to the class under the forum discussions for the first week. This is where you will get to know your classmates. Post your introduction by Sunday evening, 11:59 pm, of

the second week.

Contacting Your Instructor: I check my email several times a day and respond to emails within 24 hours. Please don't hesitate to contact me with any questions; email me at: jordandc@lamission.edu or greatlawteacher@gmail.com or by phone at my cell 818-425-2015.

Weekly Discussions: The weekly discussions are the main area for class participation. The weekly discussions open on Mondays and close the following Sunday at 11:59 PM. Initial posts are due by Wednesdays at 11:59 pm. Initial posts should be at least two paragraphs in length (approximately 120-150 words), respond directly to the topic in a reflective manner, referencing the topic link and content provided, and applying the law or case materials. Respond to at least one student to each forum by Sunday evening at 11:59 pm.

CLASS INTRODUCTIONS: You will find your instructor's welcome posted in the "Discussion Board" of the class website. Please post your introduction in the discussion board by Sunday of week one. In your Introduction, please be sure to include: Your academic/career goals, Expectations of the class - How you found out about the class/program - Other items of interest, and Include any preliminary questions or concerns you have at this point.

DISCUSSIONS: Every week a discussion questions posted to the website "Discussions" and found under "modules" You are required to post a answer to each discussion question by Wednesday of the forum week. Further, you are required to post, at least, one response to any one of your classmates' initial responses. You are not required to respond to every classmate.

As we begin our online work together I want to discuss an important aspect of online learning, namely participation. Participation is an important part of this collaborative online learning environment. It is well documented that participation and collaboration does enhance learning & whether it be in-class or at a distance. You are encouraged to initiate and respond regularly and make sure *your ideas are presented clearly and are substantive. For example, "I agree," "Good posting," or similar messages that add little or nothing to the discussion* . Discussions posted to the website are an important part of the learning that takes place in this class. In essence, we learn from each other. Share ideas or questions with your colleagues. Ask them questions. Share your own experiences.

SOME SPECIFIC EXPECTATIONS ABOUT PARTICIPATION:

Class Weekly Discussions:

- **Please read, review, and reflect on each message PRIOR to posting to the discussions.** Remember: Others cannot get visual clues as to meaning, therefore, be careful in what and how you communicate. Once posted, messages cannot be deleted!
- All postings to any meeting in this class are to be considered CONFIDENTIAL and for consideration and discussion only by members of this class.
- Ask questions about areas of the subject that you wish to better understand or for clarification and/or amplification.
- Read your classmates comments and presentations, and respond constructively.
- Offer personal/professional experiences/observations relevant to the items being discussed.

EXPECTATIONS FOR WRITTEN WORK:

VOCABULARY - You are expected to read and understand the material presented in the assigned text and articles you locate.

FORMAT - Papers submitted should be written in accordance with the *APA, Bluebook, or other recognized formatting style*.

GRAMMAR - Use active voice in your writing. Also use the spelling and grammar check feature of your Word Processor before submitting your papers.

Homework Assignments: Assignments require you to read and brief law cases. Read the information on ["briefing law cases"](#). Below is the grading rubric for your case "briefs"

Contracts (6): Students will be required to "draft" [six \(6\) contracts](#) and the [Final Contract Project](#). [Final Contract Project](#) is the final project for the class. It requires you to draft a contract including all of the legal concepts and principles you learned in this class.

Quizzes: The class is divided into weekly quizzes (20 multiple choice questions each).

Discussions: The class is divided into weekly discussion forums.

College regulations state that a student **may be excluded** from a course **following accumulation of absences equal to a week of course work**. The 12th week of class is the last date a student may drop a class with a "W". (or the 8th week in a "Late Start" class). Thereafter, the student must receive a grade in the class.

If a student has a accumulated score of 50% or below in the 12th week (or the 8th week in a "late Start" class) , it is deemed that the student has accumulated absences in excess of a week of course work, and the instructor **MAY, but is NOT required to DROP the student from class**, with or without notice. It is the sole responsibility of the student, and not the instructor, to drop the class.

In addition, students who fail to login and post their introduction to class within the first (ten) days of class may be dropped from their online class.

Grading Policy: Letter grades will be determined based upon the following:

Please note that a grade of C or higher is required for each of the 12 paralegal certificate classes.

Points will be posted on the class website after each activity closes.

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Reasonable Accommodation: For students requiring accommodation the DSPS office provides special assistance in areas like: registering for courses, specialized tutoring, note-taking, mobility assistance, special instruction, testing assistance, special equipment, special materials, instructor liaisons, community referrals, and job placement. The phone number for the Office of Students with Disabled Student Programs and Services is: (818) 364-7732. There website is <http://lamission.edu/dsps>

Cheating. Unauthorized material used during an examination (including electronic devices), changing answers after work has been graded, taking an exam for another student, forging or altering attendance sheets or other documents in the course, looking at another student's paper/answers/essay/computer or exam with or without their approval is considered cheating. Any student caught cheating will receive a zero for the assignment/exam and referred to the Department chair and/or Student Services for further disciplinary action.

Plagiarism. Plagiarism is defined as the act of using ideas, words, or work of another person or persons as if they were one's own, without giving proper credit to the original sources. This

includes definitions found online on Wikipedia, materials from blogs, twitter, or other similar electronic resources. The following examples are intended to be representative, but not all inclusive:

- ✓ Failing to give credit by proper citations for others ideas and concepts, data and information, statements and phrases, and/or interpretations and conclusions.
- ✓ Failing to use quotation marks when quoting directly from another, whether it be a paragraph, a sentence, or a part thereof
- ✓ Paraphrasing the expressions or thought by others without appropriate quotation marks or attribution
- ✓ Representing another's artistic/scholarly works such as essays, computer programs, photographs, paintings, drawings, sculptures or similar works as one's own.

For the first offense, you will receive a zero for the assignment in question. Any further offenses may result in expulsion from the class, as determined by the disciplinary action from the Office of Student Services.

Website opens 1/27/19 - Week 0 - Orientation -

SPECIAL ACCOMMODATIONS

If you require special accommodations for a disability, religious holiday, or any other reason please inform your instructor(s) within the first week of the course and we will accommodate you if at all possible. For accommodations due to disability, you must consult with the Disabled Students Programs and Services Office after which we will abide by their recommendations.

"MANAGEMENT OF STRESS AND MENTAL HEALTH:

As a student, not only do you have the pressure of succeeding in school, you may also be contending with work, financial issues, relationships, managing time effectively, getting enough sleep, etc. The staff and faculty of Los Angeles Mission College are here to provide support that will help you to be successful in your academic pursuits. You can learn more about the broad range of confidential student services offered on campus, including counseling and mental health services, by either visiting the Student Health Center (SHC), which is

currently located in the Bungalow just west of the Collaborative Studies Building*, checking out the SHC webpage at: <https://www.lamission.edu/healthcenter/> or calling: 818 362-6182.

I also encourage you to enter the **National Suicide Prevention Lifeline number (1-800-273-8255)** into your cell phone in case you or someone you know is in distress and needs someone with whom to talk.

****Please note that the SHC is slated to move into its new location, between the President's Office and Administrative Services, in the spring 2016 semester."***

COLLEGE RESOURCES FOR LAMC STUDENTS

see <http://lamission.edu/de/student-services>

updated: 1/9/19