



**FLORIDA  
ATLANTIC  
UNIVERSITY**

## COURSE CHANGE REQUEST Undergraduate Programs

**Department** Accounting  
**College** Business

UUPC Approval 4-26-21  
UFS Approval \_\_\_\_\_  
SCNS Submittal \_\_\_\_\_  
Confirmed \_\_\_\_\_  
Banner Posted \_\_\_\_\_  
Catalog \_\_\_\_\_

**Current Course  
Prefix and Number**

BUL4422

**Current Course Title**

Business Law 2

*Syllabus must be attached for ANY changes to current course details. See [Checklist](#). Please consult and list departments that may be affected by the changes; attach documentation.*

**Change title to:**

**Change prefix**

**From:** \_\_\_\_\_ **To:** \_\_\_\_\_

**Change course number**

**From:** \_\_\_\_\_ **To:** \_\_\_\_\_

**Change credits\***

**From:** \_\_\_\_\_ **To:** \_\_\_\_\_

**Change grading**

**From:** \_\_\_\_\_ **To:** \_\_\_\_\_

**Change WAC/Gordon Rule status\*\***

Add  Remove

**Change General Education Requirements\*\*\***

Add  Remove

\*Review [Provost Memorandum](#)

\*\*WAC/Gordon Rule criteria must be indicated in syllabus and approval attached to this form. See [WAC Guidelines](#).

\*\*\*General Education criteria must be indicated in syllabus and approval attached to this form. See [GE Guidelines](#).

**Change description to:**

The effect of federal, state, and local law on organizations is as important in business as in the legal field. Learn how agency principles apply to business entities, and ... Please refer to full description on syllabus.

**Change prerequisites/minimum grades to:**

**Change corequisites to:**

**Change registration controls to:**

Please list existing and new pre/corequisites, specify AND or OR and include minimum passing grade (default is D-).

**Effective Term/Year  
for Changes:**

Spring 2022

**Terminate course? Effective Term/Year  
for Termination:**

**Faculty Contact/Email/Phone**

Anthony J. Horky/ahorky1@fau.edu/561-400-4379

**Approved by**

Department Chair \_\_\_\_\_

College Curriculum Chair \_\_\_\_\_

College Dean \_\_\_\_\_

UUPC Chair \_\_\_\_\_

Undergraduate Studies Dean \_\_\_\_\_

UFS President \_\_\_\_\_

Provost \_\_\_\_\_

**Date**

3/15/2021

4/14/21

4.14.2021

4-26-21

4-26-21

Email this form and syllabus to [mjenning@fau.edu](mailto:mjenning@fau.edu) seven business days before the UUPC meeting.

## **REVISED COURSE DESCRIPTION FOR BUSINESS LAW 2 (BUL4422)**

By Anthony J. Horky

### Original:

Effect of federal, state, and local law on business entities including ethical issues. The study of property rights, negotiable instruments, agency law, and business entities. Subject matter applies to all business fields of study. This course is strongly recommended for Finance majors.

### Proposed new course description:

The effect of federal, state, and local law on organizations is as important in business as in the legal field. Learn how agency principles apply to business entities, and compare the relative merits of different organization formations and governance structures. Examine the Uniform Commercial Code and common law of sales contracts, negotiable instruments, and secured transactions, and evaluate ethical issues. The subject matter applies to all business fields of study. This course is recommended for all students who are contemplating taking the CPA exam.

**BUL4422-\_\_\_\_ (CRN \_\_\_\_)**  
**BUSINESS LAW 2**

Mostly/Mixed Online; 3 credits

Spring 2021

Prof. \_\_\_\_\_

Office: \_\_\_\_\_ (Virtual appointments only)

Office hours:

Telephone:

Email:



## Course Description

The effect of federal, state, and local law on organizations is as important in business as in the legal field. Learn how agency principles apply to business entities, and compare the relative merits of different organization formations and governance structures. Examine the Uniform Commercial Code and common law of sales contracts, negotiable instruments, and secured transactions, and evaluate ethical issues. The subject matter applies to all business fields of study. This course is recommended for all students who are contemplating taking the CPA Exam.

## Instructional Method

This course is designated as “Mostly/Mixed Online.” This means 50-75% of the course is delivered online, with in-person and synchronous online meeting times (The course will meet live (in-person or online) on the specified meeting day and time. For students attending synchronous online sessions remotely, we will use Zoom with webcam and microphone.

## Prerequisites, Credit Hours, and Class Time Commitments

Prerequisite: Second Bachelors, Junior or Senior, standing

Credit Hours: 3

Class Time Commitments: This is a reading intensive course covering 19 chapters from the textbook. Students will regularly complete reading and watch video lessons *in advance* of class sessions. Students must have regular access to a computer and reliable internet source. The readings will include unfamiliar terminology and legal terms. Students must learn the new legal terms introduced and devote several hours per week to complete homework and prepare for live class sessions which emphasize case study and graded student participation.

### COVID-19 Statement

*All students in face-to-face classes are required to wear masks during class, and students must sanitize their own workstations upon entering the classroom. Taking these measures supports the safety and protection of the FAU community. Students who do not adhere to these rules will be asked to leave the classroom and/or be removed from the course. Students experiencing flu-like symptoms (fever, cough, shortness of breath), or students who have come in contact with an infected person should immediately contact FAU Student Health Services (561-297-3512).*

## Course Objectives/Student Learning Outcomes

As a result of taking this course, the student will be able to:

- Demonstrate knowledge of the law that applies to businesses including negotiable instruments, secured transactions, agency law and business organizations, and regulatory law
- Recognize important legal doctrines in the areas of law to be covered in course
- Demonstrate the ability to identify and evaluate critical legal issues that arise in business transactions
- Demonstrate analytical critical thinking by applying legal rules to hypothetical business scenarios.

## Course Delivery and Evaluation Method

This is a hybrid course that combines in-person class sessions with simultaneous live synchronous sessions for students who choose not to attend the in-person sessions. Not every class session will be in-person. Students are also responsible for watching video lessons asynchronously. Synchronous and asynchronous learning is accessible only through the university's learning management system, Canvas, including Zoom. You must log into Canvas with your FAU ID and Password to access the materials and assignments in this course. If you do not know your FAU ID or Password, [contact OIT for help](#). Whenever a time is shown in this course it is based on Eastern Standard Time zone ("EST").

In Canvas, the course is organized into weekly modules with due dates for assignments and assessments. The course begins with the Start Here module, which will familiarize you with the organization and navigation of the course. You will open a new learning module to access the assigned reading materials, videos, presentations, and other relevant materials for each subsequent module.

The instructor will deliver the materials and assessments for this course through several methods/media. The format will be by assigned reading followed by live lecture and class debate/discussion in conjunction with whiteboard, videos, news and reports. Assessment of student learning is measured through graded examinations, discussions forums, and class participation.

### **The instructor will calculate your grade based on the following weighted distribution:**

<b>Weighted Assignment Group / Assignments / Point Value</b>	<b>Category = % total grade</b>
<b>Course Orientation</b> <ul style="list-style-type: none"><li>• Student Introduction Discussion board</li></ul>	0%
<b>Class Participation</b> <ul style="list-style-type: none"><li>• Syllabus &amp; Course Agreement Quiz</li><li>• In-class (see grading rubric in Modules)</li></ul>	20%
<b>Discussion Forums</b> <ul style="list-style-type: none"><li>• 4 forums (up to 10 points each)</li></ul>	20%
<b>Exams</b> <ul style="list-style-type: none"><li>• 3 Exams (up to 100 points each)</li></ul>	60%
<b>TOTAL:</b>	<b>100%</b>

## Class Participation

Students are first exposed to the subjects through assigned readings and video lessons to encourage learning and quality class participation. This includes cases in the textbook and/or case studies that will be uploaded to Canvas Modules. Case study is an important feature of this course and the weekly live lectures will center primarily on the cases in your textbook and case studies from your instructor. Students are required to have their video cameras on and microphones muted unless speaking. Quality participation requires proactive engagement by students in discussions about the assigned cases. The grading rubric for class participation is in Canvas Modules.

## Discussion Forums

During the semester, the instructor will pose questions to the class to help foster analysis and development of critical thinking skills. The goal is to create a community of collaboration and dialogue between the students about various topics covered during the semester. The grade for a particular discussion board is made up of two parts: (1) the student's initial answer post and (2) two replies. Students must first post a substantive answer to the question(s) on the particular Discussion Board. After the student posts their initial answer, the discussion forum is unlocked and students will read their classmates' initial posts and prepare written replies to two student answer posts. Please ensure that you post substantive replies to the other students' answers. Please join the community of learners and engage your classmates in a critical and substantive dialogue. *See, 15 Rules of Netiquette for Online Discussion Boards.*

## Exams (Online only, no in-person exam will be administered)

The exams are timed, non-cumulative, closed book/closed note, consisting of multiple-choice, true/false, and/or short answer questions. Exams open and close on the scheduled date and time of the class period. Students must have a webcam, microphone, and student ID to begin the exam online. Lockdown Browser with Respondus Monitor(Webcam) will monitor your audio, video, computer activity, and internet activity. A complete set of rules and policies for taking online exams is contained in the Canvas course.

## Course Grading Scale

The instructor follows the University policy to use +/- for final grades. The instructor uses a weighted percentage system (see table, above) to calculate your final grade using the below grading scale.

A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F
93-100	90-92	87-89	83-86	80-82	77-79	72-76	70-71	67-69	63-66	60-62	0-59

**College of Business Minimum Grade Policy Statement.** The minimum passing grade for College of Business requirements is a "C". This includes all courses that are a part of the pre-business foundation, business core, and major program.

## Late Assignments Policy

Late assignments are not permitted for any reason without a university recognized excuse. Please complete and submit all work by the assigned time or you will not receive credit for the assignment. The student will receive a grade of "0" for that particular assessment if he or she did not start the assessment. If the student completes a portion of the assessment, the student will receive the partial grade. Computer problems that arise during submission will not be accepted

as an excuse for late work. However, the instructor reserves the right to accept or decline tickets from the Help Desk, Canvas, or Connect based on individual submissions.

## **Make-up Policy for Exams**

Missing an exam will result in an exam grade of “0.” The instructor will consider documented, verifiable extenuating circumstances (e.g., confining illness or medical condition, medical emergency, or family hardship). The Instructor has absolute discretion in deciding whether to allow a makeup exam. A student seeking a makeup must perform all of the following as a prerequisite for consideration: contact the instructor in advance of the scheduled exam to request a makeup, provide a written request containing the details of why you will be unable to take the exam during the scheduled period the exam is open, and include objectively verifiable documentation to substantiate the reason for missing the exam. If a makeup is approved, the exam must be completed within the time determined by the instructor. Students unable to make the exam due to religious or University sanctioned activities need to inform the instructor in advance, in accordance with University policies so that they can be accommodated.

## **Incomplete Grade Policy**

The University policy states that a student who is passing a course but has not completed all work due to exceptional circumstances, may, with consent of the instructor, temporarily receive a grade of incomplete (“I”). The assignment of the “I” grade is at the discretion of the instructor but is allowed only if the student is passing the course. The specific time required to make up an incomplete grade is at the discretion of the instructor. However, the College of Business policy on the resolution of incomplete grades requires that all work required satisfying an incomplete “I” grade must be completed within a period of time not exceeding one calendar year from the assignment of the incomplete grade. After one calendar year, the incomplete grade automatically becomes a failing (“F”) grade.

## **Required Texts and Materials**

In this course, you will need the following texts and/or materials:

- Nancy Kubasek, et al, (2020) *Dynamic Business Law*, 5th edition (textbook with Connect access code), McGraw-Hill Publishing:
  - eBook (ISBN: 9781264293520); or
  - Loose-leaf (ISBN: 9781264358229); or
  - Soft cover (ISBN: 9781264338610 )

The instructor allows laptops in the in-person class setting so the loose-leaf or soft cover is optional. You only need an access code if you intend on using the eBook.

## **Minimum Technology and Computer Requirements**

### **HARDWARE & SOFTWARE REQUIREMENTS**

#### **Hardware**

- Dependable computer, desktop or laptop recommended
- Computer speakers
- Headset with microphone
- Webcam

## Software

- [Microsoft 365 Suite](#)
- Reliable web browser (recommended [Chrome](#) or [Firefox](#))
- Canvas mobile app: Download instructions for [iOS device](#) or [Android device](#)
- [Adobe Reader](#)
- [Adobe Flash Player](#)

## Internet Connection

- Recommended: Broadband Internet connection with a speed of 4 Mbps or higher.
- To function properly, Canvas requires a high-speed Internet connection (cable modem, DSL, satellite broadband, T1, etc.). The minimum Internet connection speed to access Canvas is a consistent 1.5 Mbps (megabits per second) or higher. Instructor strongly recommends that your computer has a wired connection to your modem, not Wi-Fi.
- [Check your Internet speed here.](#)

## Computer Requirements

### Basic Computer Specifications for Canvas

- Operating system: Windows 10 or MacOS Sierra (or higher).
- [Specifications for Canvas](#)

### Peripherals

- A backup option should be available to minimize the loss of work. This can be an external hard drive, a USB drive, cloud storage, or your folder on the FAU servers.

## Software

- Once logged in to Canvas make sure your Internet browser is compatible.
- Other software may be required for specific learning modules. If so, the necessary links to download and install will be provided within the applicable module.

## Minimum Technical Skills Requirements

The general and course-specific technical skills you must have to succeed in the course include but are not limited to:

- Accessing internet.
- Using Canvas (including taking tests, attaching documents, etc.).
- Using email with attachments.
- Creating and submitting files in commonly used word processing program formats such as Microsoft Office Tools.
- Copying and pasting functions.
- Downloading and installing software.
- Using presentation, graphics, and other programs.
- Posting and commenting in an online discussion.
- Searching the FAU library and websites.

## Technical Support

In the online environment, technical issues are always possible (e.g., lost connection, hardware or software failure). Many of these can be resolved relatively quickly, but if you wait until the last minute before due dates or try to sign-on just as the class session begins, the chances of these

glitches affecting your success are greatly increased. Please plan and manage your time appropriately. Whenever possible, sign on to live class sessions at least 10-15 minutes before the class session begins and test your video, microphone, and sound—it is expected of you. If a problem occurs, it is essential you take immediate action to resolve the issue with either Canvas or McGraw-Hill. Many issues in Canvas can be resolved by clicking on the “Help” tab located on the menu bar.

In Canvas, when a problem occurs, click “Help” to:

- Report a Problem
- Live Chat with Canvas Support
- Search Canvas Guides

### **Additional Technical Support**

1. Contact the eLearning Success Advisor for assistance: 561-297-3590
2. If you can, make a Print Screen of the monitor when the problem occurs. Save the Print Screen as a .jpg file. If you are unfamiliar with creating a Print Screen file, see [Print Screen instructions](#).
3. Complete a [Help Desk ticket](#) with the Office of Information Technology (“OIT”). Make sure you complete the form entirely and give a full description of your problem so the Help Desk staff will have the pertinent information in order to assist you properly. This includes:
  - a. Select “Canvas (Student)” for the Ticket Type.
  - b. Input the Course ID.
  - c. In the Summary/Additional Details section, include your operating system, Internet browser, and Internet service provider (ISP).
  - d. Attach the Print Screen file, if available.
4. Send a message within Canvas to your instructor to notify him/her of the problem. Include all pertinent information of the incident.

If you do not hear back from the Help Desk within a timely manner (48 hours), it is your responsibility to follow up with the appropriate person until you obtain a resolution.

## **Netiquette and Classroom Etiquette Policy**

### **Netiquette**

Due to the casual communication common in the online environment, students are sometimes tempted to relax their grammar, spelling, and/or professionalism. Please remember that you are adult students and professionals—your communication should be appropriate. For more in-depth information, please see the [FAU statement on netiquette](#).

### **Classroom Etiquette/Disruptive Behavior Policy Statement**

Disruptive behavior is defined in the FAU Student Code of Conduct as “... activities which interfere with the educational mission within classroom.” Students who disrupt the educational experiences of other students and/or the instructor’s course objectives in a face-to-face or online course are subject to disciplinary action. Such behavior impedes students’ ability to learn or an instructor’s ability to teach. Disruptive behavior includes, but is not limited to, non-approved use of electronic devices (including cellular telephones); shouting at the professor to get his attention instead of raising your hand (in-person or online); interrupting the instructor while he is speaking; cursing or shouting at others in such a way as to be disruptive; repeatedly leaving your



microphone on such that background noise can be heard by the instructor and your classmates; or, other violations of an instructor's expectations for classroom conduct. For more information, please see the [FAU Office of Student Conduct](#).

## **Attendance Policy (University and Instructor)**

Students are expected to attend all of their scheduled University classes and to satisfy all academic objectives as outlined by the instructor. The effect of absences upon grades is determined by the instructor, and the University reserves the right to deal at any time with individual cases of non-attendance. Students are responsible for arranging to make up work missed because of legitimate class absence, such as illness, family emergencies, military obligation, court-imposed legal obligations or participation in University-approved activities. Examples of University-approved reasons for absences include participating on an athletic or scholastic team, musical and theatrical performances and debate activities. It is the student's responsibility to give the instructor notice prior to any anticipated absences and within a reasonable amount of time after an unanticipated absence, ordinarily by the next scheduled class meeting. Instructors must allow each student who is absent for a University-approved reason the opportunity to make up work missed without any reduction in the student's final course grade as a direct result of such absence.

## **Communication Policy Expectations for Students**

### **Announcements**

Students are responsible for checking Canvas regularly for announcements, changes in assignments, assessments, and/or syllabus, and for other course related announcements. "Regularly" means not less than several times per week including weekends, and each time that a student signs into Canvas.

### **Email/Video Conferencing**

Students are responsible for reading all course email and responding in a timely manner. Unless otherwise instructed, for all course related matters, please communicate with the instructor through Canvas Inbox, not regular FAU email. Students may also schedule a video conference during the instructor's office hours. Under exceptional circumstances, the student may request a video conference outside of office hours.

### **Course-Related Questions**

Post course-related questions to the Student Q & A discussion board. This allows other participants with the same question to benefit from the responses. Also, make sure you review this forum prior to posting a question. Someone may have already asked and answered the question in previous posts. If your question is of a personal nature that you wish to remain private, please use Canvas Inbox to message your instructor directly.

### **Learning Management Systems and Publisher Software/Platform**

We will use Canvas and Zoom throughout the semester. Students are responsible for being competent and familiar with this software. If you are unfamiliar with Canvas or Zoom, there are online tutorials available and Canvas, OIT and eLearning provide multiple guides and instructions for using Canvas and Zoom. Your instructor provides multiple support links in Canvas as does

the University's website. Students are responsible for having *all* mandatory plug-ins, software, and hardware requirements to utilize Canvas appropriately.

## **Instructor's Plan for Classroom Response Time & Feedback**

### **Instructor Accessibility**

The instructor wants every student to succeed academically and professionally. The instructor strongly encourages students to "visit" during office hours or to make an appointment, to discuss questions or difficulties with this course or any other academic matters. Please do not wait until it is too late. Make the time to give yourself the best opportunity to succeed.

### **Email/Video Conferencing Policy**

Except for weekends and holidays, the instructor will typically respond to email within 48 hours. You should ask course-related questions in the discussion board called "Student Q&A Forum." If you have questions of a personal nature, you should email the instructor.

### **Course-Related Questions Policy**

Except weekends and holidays, the instructor will generally answer questions within 48 hours.

### **Electronic Communication Policy**

In addition to the University's policy, please consider the following:

- Privacy, confidentiality, and security in all electronic communications.
- All electronic communication resources must be used for the course and in alignment with the University mission.
- Prohibited use of false identity, false identity pseudonyms, or anonymous (sender's name or electronic identification is hidden).
- Access without consent.
- Disruption of services including introducing computer contaminants (viruses).
- Harassment of any kind.

Please see the Office of Information Technology's policies on [Cyber Security Awareness](#).

## **Support Services and Online Resources**

- [Center for Learning and Student Success](#)
- [Center for eLearning](#)
- [Counseling and Psychological Services](#)
- [FAU Libraries](#)
- [Freshmen Academic Advising Services](#)
- [Math Learning Center](#)
- [Office of Information Technology Helpdesk](#)
- [Office of International Programs and Study Abroad](#)
- [Office of Undergraduate Research and Inquiry](#)
- [Student Accessibility Services](#)
- [University Center for Excellence in Writing](#)

# Selected University and College Policies

## Accessibility Policy Statement

In compliance with the Americans with Disabilities Act (ADA), students who require special accommodations to properly execute coursework due to a disability, must register with Student Accessibility Services (SAS) located in the Boca Raton, Davie, and Jupiter campuses and follow all SAS procedures. For additional information, please consult [Student Accessibility Services](#).

### Contact

- **Boca Raton:** (561) 297-3880  
Fax: (561) 297-2184, TTY: 711
- **Davie:** (954) 236-1222  
Fax: (954) 236-1123, TTY: 711
- **Jupiter:** (561) 799-8721  
Fax: (561) 799-8721, TTY: 711

## Counseling and Psychological Services (CAPS) Center

Life as a university student can be challenging physically, mentally and emotionally. Students who find stress negatively affecting their ability to achieve academic or personal goals may wish to consider utilizing FAU's Counseling and Psychological Services (CAPS) Center. CAPS provides FAU students a range of services – individual counseling, support meetings, and psychiatric services, to name a few – offered to help improve and maintain emotional well-being. For more information, go to <http://www.fau.edu/counseling/>

## Disability Policy

In compliance with the Americans with Disabilities Act Amendments Act (ADAAA), students who require reasonable accommodations due to a disability to properly execute coursework must register with Student Accessibility Services (SAS) and follow all SAS procedures. SAS has offices across three of FAU's campuses – Boca Raton, Davie and Jupiter – however disability services are available for students on all campuses. For more information, please visit the SAS website at [www.fau.edu/sas/](http://www.fau.edu/sas/).

## Code of Academic Integrity

Students at Florida Atlantic University are expected to maintain the highest ethical standards. Academic dishonesty is considered a serious breach of these ethical standards, because it interferes with the university mission to provide a high quality education in which no student enjoys an unfair advantage over any other. Academic dishonesty is also destructive of the university community, which is grounded in a system of mutual trust and places high value on personal integrity and individual responsibility. Harsh penalties are associated with academic dishonesty. For more information, see:

- [University Regulation 4.001](#).
- [College of Business Academic Honesty Policy](#)

## Religious Accommodation Policy Statement

In accordance with rules of the Florida Board of Education and Florida law, students have the right to reasonable accommodations from the University in order to observe religious practices and beliefs regarding admissions, registration, class attendance, and the scheduling of

examinations and work assignments. For further information, please see [Academic Policies and Regulations](#).

## Drops/Withdrawals

You are responsible for completing the process of dropping or withdrawing from a course. Please click on the following link for more information on dropping and/or withdrawing from a course. Please consult the [FAU Registrar Office](#) for more information.

## Course Schedule

The following course schedule is subject to change. Students are required to check their FAU email and Canvas regularly for announcements about assignments, changes to the syllabus or class schedule and other course related matters.

<i>Date</i>	<i>Description</i>	<i>Assignment for next class (or date specified)</i>
By first class session	Prepare for first class—see assignment ---> <b>Overview:</b> <b>Unit 1: Transactions/UCC</b> (Ch. 21, 22, 26-28, 30, 31) <b>Unit 2: Agency &amp; Business Entities</b> (Ch. 33-LLC) <b>Unit 3: Regulatory</b> (Ch. 44, 47, 11)	Assignment for first class - Read Ch. 21 and 22 <sup>1</sup> including the Case Study in Modules; complete Syllabus Quiz; Watch Ch. 21 and 22 video lessons
	<u>LIVE IN-PERSON</u> <b>Unit 1: Transactions/UCC</b> Ch. 21 – Introduction to Sales and Leases Ch. 22 – Title, Risk of Loss, and Insurable Interest and case study	Read Ch. 26 and case study Watch Ch. 26 video lessons
	Ch. 26 – Negotiable Instruments and case study <b>Discussion Forum #1 closes on _____ at 11:59 PM</b>	Read Ch. 27, 28 and case study Watch Ch. 27 and 28 video lesson(s)
	Ch. 27 – Negotiation, Holder in Due Course and Defenses and case study Ch. 28 – Liability, Defenses and Discharge	Read Ch. 30 & case study, review and bring to next class the Secured Transaction packet <sup>2</sup> Watch Ch. 30 video lesson(s)
	<u>LIVE IN-PERSON</u> Ch. 30 – Secured Transactions and case study; Secured Transaction packet	Read Ch. 31; review and bring to next class the Other Creditor’s Remedies Packet Watch Ch. 31 video lesson(s)
	Ch. 31 – Creditor’s Remedies and Suretyship; Other Creditor’s Remedies Packet Exam 1 review	Prepare for Exam 1; Watch Module Exam 1 Review Video and pre-exam rules videos Practice Quiz: <sup>3</sup> Requires Lockdown Browser with Webcam
	<b>Exam 1 (Ch. 21, 22, 26, 27, 28, 30, 31) – online only; no in-person exam will be administered</b>	Read Ch. 33 & case study Watch Ch. 33 video lesson(s)

<sup>1</sup> Assigned reading includes the chapter’s Case Opener, the appellate cases inside each chapter, and any case study assigned. Case studies are found in Canvas> Modules.

<sup>2</sup> Material packets for chapters 30 and 31 are located in Canvas>Modules

<sup>3</sup> The Practice Quiz for Exam 1 is mandatory and contains a student certification regarding academic integrity during the exam process.

		Read Ch. 34 & case study Watch Ch. 34 video lesson(s)
	<u>LIVE IN-PERSON</u> <b>Unit 2: Agency &amp; Business Entities</b> Ch. 33 – Agency Formation and Duties, and case study <b>Discussion Forum #2 closes on _____ at 11:59 PM</b> Ch. 34 – Liability to Third Parties and Termination, and case study	Read Ch. 35 Watch Ch. 35 video lesson(s)
03/05	Ch. 34 (cont.) Ch. 35 – Forms of Business organizations	Read Ch. 36 and 37 Watch Ch. 36 & 37 video lesson(s)
	Ch. 36 - Partnerships: Nature, Formation, Operation Ch. 37 – Partnerships: termination and Limited Partnership, and case study <b>Discussion Forum #3 closes on _____ at 11:59 PM</b>	Read Ch. 38, 39 & case study Watch Ch. 38 & 39 video lesson(s)
	<u>LIVE IN-PERSON</u> Ch. 38 – Corporations: Formation and Financing Ch. 39 – Corporations: Directors, Officers, and Shareholders	Read Ch. 40 and LLC Watch Ch. 40 and LLC video lesson(s)
	Ch. 40 – Corporations: Mergers, Consolidations, and Terminations Ch. LLC – Limited Liability Companies Exam 2 Review	Prepare for Exam 2
	<b>Exam 2 (Ch. 33 – 40)</b>	Read Ch. 44, 47 Watch Ch. 44 & 47 video lesson(s)
	<u>LIVE IN-PERSON</u> <b>Unit 3: Regulatory</b> Ch. 44 – Administrative Law <b>Discussion Forum #4 closes on _____ at 11:59 PM</b> Ch. 47 - Antitrust Law	Read Ch. 11 Watch Ch. 11 video lesson(s)
	Ch. 47(cont.) Ch. 11 – Liability of Accountants and Other Professionals Exam 3 Review	Prepare for Exam 3
	<b>Exam 3 (Ch. 11, 44, 47) online only; no in-person exam will be administered</b>	