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Course Description: An introduction to American legal institutions and sources of law and an analysis of basic concepts of public and private law related to business decisions. 1.5 credit hrs.

Course Objectives: The primary objectives is to provide students with: a) an understanding of the legal framework within which American business operates, b) an introduction to basic concepts of public and private law relevant to business decisions, and c) experience in legal analysis.

Course Materials: The book for the course is **Dynamic Business Law by Nancy Kubasek, 6th edition**. I use Carmen Books for this course, so the book is included and available in Connect on Carmen. You may opt to also purchase a hard copy of the book for \$30 (see below for options), but you do not need to do so. I also recommend that you download McGraw Hill's ReadAnywhere app (which is free) and allows you to read the book offline. The app will also read the book to you.

How This Course Works:

Credit hours and work expectations: This is a **1.5-credit-hour course**. According to [Ohio State policy](#), students should expect about 3 hours per week of direct instruction (instructor content and Carmen activities, for example) in addition to 6 hours of homework (reading and assignment preparation, for example).

Attendance and participation requirements: Class discussion and participation will be part of this class. Attendance is required and will affect your participation grade. If you know you will be absent and believe your absence qualifies as an excused absence (I will make determinations on a case-by-case basis), you must notify me **before** the class you will miss. If you have a job interview that cannot be scheduled at a time that will not conflict with class, please provide the name of the employer and name, email address and phone number for a contact person at the employer. Attendance will be taken with TopHat, so please download the app and join our class with join code 233989. You will need to bring a location-enabled device to class to ensure that TopHat can verify your location.

Seating Chart: On the first day of class, we will complete a seating chart, and your seat will then be assigned for the rest of the term. The seating chart will be used to determine class participation points.

Electronic devices: The absence of unnecessary distractions and interruptions is essential for an effective learning environment. Each student must adhere to the following rules regarding the use of all electronic devices in the classroom. Your receipt and acceptance of this syllabus is acceptance of these rules.

A student may not use an electronic device in the classroom without the express permission of the instructor. Laptops or ipads may be used to access the book or to follow the powerpoint. Use of cell/smart phones in the classroom is always prohibited, as is leaving the room to answer or make a call.

Violations of this policy will negatively impact the student's participation grade.

Grading: The course grade will consist of 4 parts:	midterm	27%
	final	33%
	connect assignments	30%
	attendance/participation	10%

Course Schedule and Assignments:

		<u>Chapters Covered</u>
M	5/11	Constitutional Law and Ch 1 Introduction
W	5/13	Ch 1 (cont.) and Ch 3 The U.S. Legal System (Connect assignment due 5:30—ch. 1 and 3) Introduction to Torts: Ch. 8 and 9
M	5/18	Ch 8 Tort Law and Ch 9 Negligence (Connect assignment due 5:30—ch. 8 and 9)
W	5/20	Midterm*
W	5/27	Ch 13, Ch 14, Ch 15 Contracts (Connect assignment due 5:30—ch. 13, 14, 15)
M	6/1	Ch 15, Ch 16, Ch 17 Contracts (Connect assignment due 5:30—ch. 16, 17)
W	6/3	Ch 18 and Ch 20 Contracts (Connect assignment due 5:30—ch 18, 20)
M	6/8	Ch. 42, Ch 43 Employment Law (Connect assignment due 5:30—ch. 42 and 43)
W	6/10	Ch 43 Employment Law, Ch 35 Bus Organizations and Ch 38 Corporations (Connect assignment due 5:30—ch. 35, 38)
M	6/15	Review on zoom (optional)
W	6/17	Final Exam

* (Date of midterm subject to change depending on progress)

Exams are taken in person during class time unless you are registered with SLDS or have made other arrangements with me or unless I have announced otherwise in class.

Homework: Connect assignments are accessed on Carmen through the McGraw Hill book link. These assignments are due before each class and are based on the required reading. You are free to work with others on these assignments.

Carmen: Information regarding class will be posted as announcements on Carmen. **You are responsible for signing up on Carmen for notifications. You may not claim lack of knowledge of information posted on Carmen or sent through a Carmen email as an excuse for failure to comply with a class requirement.**

If you believe that a score posted on Carmen is not accurate, you must notify me by email within **five** days of the date that it was posted. If you fail to notify me within the five-day period, you agree that the score posted is accurate and give up all rights to contest the score.

Late Assignment Submissions: Due dates for quizzes and homework are listed above and on Carmen. Please make a note of these due dates, as you will not have an opportunity to make up any quizzes or homework assignments. Quizzes and assignments will be locked after the due date (I can't unlock Connect assignments), and if the quiz or assignment is not complete, you will receive a zero for that quiz or assignment.

Academic integrity: Policies for this course:

- Exams: Exams are taken in person during class time unless you are registered with SLDS or have made other arrangements with me. You must complete the midterm and final exam yourself, without any

external help or communication. All questions and answers in the midterm and final exam are randomized, so every student will take a different exam.

- Short-answer surveys: Your written assignments, including short-answer surveys, should be your own original work.
- Reusing past work: In general, you are prohibited in university courses from turning in work from a past class to your current class, even if you modify it.

All students enrolled in this course are responsible for abiding by the guidelines outlined in the University's Code of Student Conduct. According to University Rule 3335-31-02, **all suspected cases of academic misconduct will be reported to the Committee on Academic Misconduct.**

Use of Artificial Intelligence: Unless we specifically mention otherwise (and in writing), the use of any AI-generated content in any deliverables will be considered academic misconduct and will be acted on as such. Writing assignments will be turned in online, and I will be using an applications with AI detection algorithms. You need to complete the assignments using your own thinking, which will lead to more learning.

Disability Services: The university strives to make all learning experiences as accessible as possible. Students seeking to request accommodations may do so through the university's request process, managed by Student Life Disability Services. If you anticipate or experience academic barriers based on your disability (including mental health, chronic, or temporary medical conditions), please let me know immediately so that we can privately discuss options. To establish reasonable accommodations, I may request that you register with Student Life Disability Services. After registration, make arrangements with me as soon as possible to discuss your accommodations so we can implement them in a timely fashion. SLDS contact information: slds@osu.edu; 614-292-3307; slds.osu.edu; 098 Baker Hall, 113 W. 12th Avenue.

Students with the following exam accommodations may schedule to take their exams at SLDS:

- Accessible formats (e.g. braille, large print, screen-free)
- Assistive technology (e.g. JAWS, CCTV)
- Private testing room accommodation
- Test assistant (reader or scribe)

For more information on operational changes, visit the [SLDS website](#).

If you are isolating while waiting for a COVID-19 test result, please let me know immediately. Those testing positive for COVID-19 should refer to the [Safe and Healthy Buckeyes site](#) for resources. Beyond five days of the required COVID-19 isolation period, I may rely on Student Life Disability Services to establish further reasonable accommodations. You can connect with them at slds@osu.edu; 614-292-3307; or slds.osu.edu.

Religious Accommodations: Ohio State has had a longstanding practice of making reasonable academic accommodations for students' religious beliefs and practices in accordance with applicable law. In 2023, Ohio State updated its practice to align with new state legislation. Under this new provision, students must be in early communication with their instructors regarding any known accommodation requests for religious beliefs and practices, providing notice of specific dates for which they request alternative accommodations within 14 days after the first instructional day of the course. Instructors in turn will not question the sincerity of a student's religious or spiritual belief system in reviewing such requests and will keep such requests confidential.

With sufficient notice, instructors will provide students with reasonable alternative accommodations with regard to examinations and other academic requirements with respect to students' sincerely held religious beliefs and practices by allowing up to three absences each semester for the student to attend or participate in religious activities. Examples of religious accommodations can include, but are not limited to, rescheduling an exam, altering the time of a student's presentation, allowing make-up assignments to substitute for missed class work,

or flexibility in due dates or research responsibilities. If concerns arise about a requested accommodation, instructors are to consult their tenure initiating unit head for assistance.

A student's request for time off will be provided if the student's sincerely held religious belief or practice severely affects the student's ability to take an exam or meet an academic requirement and the student has notified their instructor, in writing during the first 14 days after the course begins, of the date of each absence. Although students are required to provide notice within the first 14 days after a course begins, instructors are strongly encouraged to work with the student to provide a reasonable accommodation if a request is made outside the notice period. A student may not be penalized for an absence approved under this policy.

If students have questions or disputes related to academic accommodations, they should contact their course instructor, and then their department or college office. For questions or to report discrimination or harassment based on religion, individuals should contact the Office of Institutional Equity.

Grievances and Solving Problems: According to University Policies, if you have a problem with this class, you should seek to resolve the grievance concerning a grade or academic practice by speaking first with the instructor or professor. Then, if necessary, take your case to the department chairperson, associate dean for programs in the college, and to the provost, in that order. Specific procedures are outlined in Faculty Rule 3335-7-23. Grievances against graduate, research, and teaching assistants should be submitted first to the supervising instructor, then to the chairperson of the assistant's department.

Course technology: For help with your password, university email, Carmen, or any other technology issues, questions, or requests, contact the Ohio State IT Service Desk. Standard support hours are available at ocio.osu.edu/help/hours, and support for urgent issues is available 24/7.

- **Self-Service and Chat support:** ocio.osu.edu/help
- **Phone:** 614-688-4357(HELP)
- **Email:** servicedesk@osu.edu
- **TDD:** 614-688-8743

Baseline technical skills

- Basic computer and web-browsing skills
- Navigating Carmen: for questions about specific functionality, see the [Canvas Student Guide](#).

Required equipment

- Computer: current Mac (OS X) or PC (Windows 7+) with high-speed internet connection
- Webcam: built-in or external webcam, fully installed and tested
- Microphone: built-in laptop or tablet mic or external microphone
- Other: a mobile device (smartphone or tablet) or landline to use for BuckeyePass authentication

Required software

- **Microsoft Office 365:** All Ohio State students are now eligible for free Microsoft Office 365 ProPlus through Microsoft's Student Advantage program. Full instructions for downloading and installation can be found [at go.osu.edu/office365help](https://at.go.osu.edu/office365help).

Carmen access

You will need to use [BuckeyePass](#) multi-factor authentication to access your courses in Carmen. To ensure that you are able to connect to Carmen at all times, it is recommended that you take the following steps:

- Register multiple devices in case something happens to your primary device. Visit the [BuckeyePass - Adding a Device](#) help article for step-by-step instructions.
- Request passcodes to keep as a backup authentication option. When you see the Duo login screen on your computer, click **Enter a Passcode** and then click the **Text me new codes** button that appears. This will text you ten passcodes good for 365 days that can each be used once.

- Download the [Duo Mobile application](#) to all of your registered devices for the ability to generate one-time codes in the event that you lose cell, data, or Wi-Fi service.

If none of these options will meet the needs of your situation, you can contact the IT Service Desk at 614-688-4357 (HELP) and IT support staff will work out a solution with you.

Book Options: The book for the course is Dynamic Business Law by Nancy Kubasek, 6th edition. We will use the Connect book, which will be available on Carmen, and the cost of which is included with this class.

For a Connect version of the book: ISBN10: 1260354687 | ISBN13: 9781260354683

For a package (Connect plus the looseleaf): ISBN10: 1260696456 | ISBN13: 9781260696455

This syllabus should be considered tentative. I reserve the right to change dates or modify assignments during the semester.