Note to prospective students: This syllabus is intended to provide students who are considering taking this course an idea of what they will be learning. A more detailed syllabus will be available on the course Canvas site for enrolled students and may be more current than this sample syllabus.

College of Business
Oregon State University
SYLLABUS & ADDITIONAL INSTRUCTOR REQUIREMENTS
LEGAL AND ETHICAL BUSINESS SOLUTIONS
BA 333 (Online Summer)

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BA 333 Syllabus

COURSE DESCRIPTION: LEGAL AND ETHICAL BUSINESS SOLUTIONS (2). Legal and ethical regulations of U.S. and global business organizations including financial, human resources, operations and marketing functions. Emphasizes legal and ethical strategies for entrepreneurs including business entity selection, raising capital and managing intellectual property. PREREQ: BA 233; Junior standing/Business Major, ECON 201.

MEASURABLE LEARNING OUTCOMES: Upon the successful completion of this course, students should be able to:
1) Critically analyze the meaning of selected judicial cases and statutes including the management implications of legal rules drawn from those cases and statutes.
2) Knowledgeably discuss contemporary legal issues related to managing a business including the impact of global business markets, electronic commerce and technology.
3) Formulate legal and ethical strategies for entrepreneurs related to business entity selection, raising capital and managing intellectual property.
4) Apply business law concepts to solve practical business problems including more advanced topics such as intellectual property, securities law and antitrust law issues.
5) Use online legal databases to conduct basic legal research about business problems.
6) Effectively communicate ethical and legal concerns and propose lawful and ethical approaches to resolve business problems orally or in writing.

I. LEARNING RESOURCES (Required Materials)

Electronic Coursebook: MindTap™ Business Law for Cross/Miller's The Legal Environment of Business: Text and Cases, 10th Edition (“Mindtap”). To purchase Mindtap, you will need to create an account on Cengage Brain (www.cengagebrain.com) and enter the course key provided by your instructor.

Canvas: The Canvas site contains this syllabus as well as any other materials for the instructor’s sections of the course. Additional materials may be provided in class and/or posted on Canvas.
Note to prospective students: Please check with the OSU Bookstore for up-to-date information for the term you enroll (OSU Bookstore Website or 800-595-0357). If you purchase course materials from other sources, be very careful to obtain the correct ISBN.

II. EVALUATION OF STUDENT PERFORMANCE:

You will complete a variety of assignments in this class. All assignments must be completed by the individual student, unless the assignment is expressly designated for group work. It is academic dishonesty for a student to submit another student’s/person’s work as the student’s own work (in part or whole) or to assist another student in the process of submitting another student’s/person’s work as his or her own work.

Reading Assignments: Generally, each class will include readings on Mindtap and/or additional assigned readings that may be made available in Canvas. Weekly assignments are available on Canvas in the Modules.

Mindtap Assessments: After completing the assigned reading, you will need to complete weekly assessments on Mindtap. Mindtap assessments consist of multiple choice, true/false, matching, and fill in the blank questions. You will receive a score on the assessment as soon as you take it, and you will have an opportunity to retake the assessment two more times prior to the due date. Mindtap assignments may not be retaken after the due date.

Quizzes: Quizzes will be administered on Canvas, and will be a combination of multiple choice, true/false, and essay questions.

Discussions & Other Assignments: A variety of other assignments, including discussion forums, collaborative worksheets, essay problems, video response essays, and case briefs, will be administered on Canvas.

III. GRADING

Grading: This class uses Mindtap: a combination of ebook, assessments, assignments, and study materials. Your grade will be based on assessments in Mindtap, weekly quizzes, online discussions and other writing assignments. The Mindtap assessments and weekly quizzes will be multiple choice, true/false, and fill in the blank. Written assignments will vary, but may include legal case briefs, and persuasive essays. Discussions will be administered on Canvas and may include group projects. The final grade will be determined by weighing the percentage score earned for the total points available for each of the categories below.

1. Mindtap Assessments: 20%
2. Discussions 20%
3. Quizzes 30%
4. Essays 30%

Last revised: April 2017
Final Grades: Unless there is a calculation error, grades are final unless questioned within one week of receiving the grade and before the last day of class. Course grades will be on a “+/-” grading system. The minimum percentage of available points to earn the applicable grade is:

- A: >= 93%
- A-: 90%
- B+: 88%
- B: 82%
- B-: 80%
- C+: 78%
- C: 72%
- C-: 70%
- D+: 68%
- D: 62%
- D-: 60%
- F: <= 59%

C. Due Dates: Our assignments have due dates that are set in Canvas and Mindtap. If you miss a deadline, the program will lock you out and you will not be able to submit the assignment. I will only allow students to make up missed assignments for extreme and unforeseeable circumstances or emergencies, or pursuant to University policy. Requests for special testing arrangements must be made ahead of time via petition as described in the Syllabus. Requests to make up missed assignments will be granted in my discretion and penalties may be applied.

IV. WRITTEN PETITION FOR EXCEPTION TO SYLLABUS RULES

You may make a written petition for an exception to the requirements in this syllabus, including arrangements to make up quizzes or other assignments, in the case of a serious emergency or other extreme circumstances. No make-ups of quizzes, homework, or online assignments will be allowed unless arranged in advance or due to an emergency or other extreme situation. The following circumstances generally are not adequate reasons to support a make-up of missed work unless arrangements are made in advance: illnesses not requiring hospitalization, medical appointments, court appointments, work schedule conflicts, participation in OSU sports or other sports, child care problems, lateness due to over-sleeping, conflicts with class schedule and travel home for a holiday or break or travel delays upon returning to campus.

Petition Format/Time to Appeal: You must make your petition in writing and state the circumstances and reasons you believe that an exception should be made for you. Include your name, email address, and class section information (days of the week and time the class meets, or online section number) on the petition. You must deliver your petition by email.

ACADEMIC DISHONESTY & STUDENT CONDUCT

According to OSU student conduct regulations, academic dishonesty is defined as an intentional act of deception in which a student seeks to claim credit for the work or effort of another person or uses unauthorized materials or fabricated information in any academic work. Refer to the OSU Student Conduct code (576-015-0020) for a comprehensive definition of academic dishonesty. All cases of suspected academic dishonesty will be handled in strict accordance with OSU policy and College of Business policy.

Students are expected to be honest and ethical in their academic work. Intentional acts of academic dishonesty such as cheating or plagiarism may be penalized by imposing an “F” grade in the course.

Last revised: April 2017
Plagiarism is defined as representing the words or ideas of another person or presenting someone else's words, ideas, artistry or data as one's own, or using one's own previously submitted work. Plagiarism includes but is not limited to copying another person's work (including unpublished material) without appropriate referencing, presenting someone else's opinions and theories as one's own, or working jointly on a project and then submitting it as one's own.

**Cutting and pasting text from a website and submitting it as part of an assignment or test--even if you later make minimal changes to that text--constitutes plagiarism. NEVER cut and paste from a website into an assignment or test, including from my PowerPoint decks! This is academic dishonesty.**

Student conduct is governed by university policy. In an academic community, students and faculty, and staff each have responsibility for maintaining an appropriate learning environment, whether online or in the classroom. Students, faculty, and staff have the responsibility to treat each other with understanding, dignity, and respect.

Students are expected to conduct themselves in the course (e.g., on discussion boards, email postings, etc.) in compliance with the university's regulations regarding civility. Students will be expected to treat all others with the same respect as they would want afforded to themselves. Disrespectful behavior (such as harassing behavior, personal insults, inappropriate language) or disruptive behaviors are unacceptable and can result in sanctions as defined by Student Conduct and Community Standards. For more info on these topics please see:

- Statement of Expectations for Student Conduct
- Student Conduct and Community Standards - Offenses
- Policy On Disruptive Behavior

**Statement Regarding Students with Disabilities**

Accommodations for students with disabilities are determined and approved by Disability Access Services (DAS). If you, as a student, believe you are eligible for accommodations but have not obtained approval please contact DAS immediately at 541-737-4098 or at http://ds.oregonstate.edu. DAS notifies students and faculty members of approved academic accommodations and coordinates implementation of those accommodations. While not required, students and faculty members are encouraged to discuss details of the implementation of individual accommodations.

*Last revised: April 2017*
SYLLABUS NOT A CONTRACT
The syllabus is a guide, not a contract, and therefore may be changed as necessary. If changes are made, your instructor will announce them in class or via email, generally at least one class in advance of the due date for an assignment, etc.

TECHNICAL ASSISTANCE
If you experience computer difficulties, need help downloading a browser or plug-in, assistance logging into the course, or if you experience any errors or problems while in your online course, contact the OSU Help Desk for assistance. You can call (541) 737-3474, email osuhelpdesk@oregonstate.edu or visit the OSU Computer Help Desk online.

TUTORING
For information about possible tutoring for this course, please visit the Ecampus NetTutor page. Other resources include:
• Writing Center
• Online Writing Lab

STUDENT EVALUATION OF TEACHING
The online Student Evaluation of Teaching form will be available in week 9 and close at the end of finals week. Students will be sent instructions via ONID by the Office of Academic Programs, Assessment, and Accreditation. Students will log in to “Student Online Services” to respond to the online questionnaire. The results on the form are anonymous and are not tabulated until after grades are posted. Course evaluation results are very important and are used to help improve courses and the learning experience of future students. Results from questions are tabulated anonymously and go directly to instructors and unit heads/supervisors. Unless a comment is “signed,” which will associate a name with a comment, student comments on the open-ended questions are anonymous and forwarded to each instructor. “Signed” comments are forwarded to the unit head/supervisor.

REFUND POLICY INFORMATION
Please see the Ecampus website for policy information on refunds and late fees.

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A code of honor represents the moral commitments of those abiding to it. While each person lives by their personal code, the establishment of collective values creates a universal goal to which we can aspire. It is through the pursuit of these professional attributes that we reduce the possibility of immoral actions ourselves. In order to uphold our personal character and the organization that we proudly call our own, we take this oath.

**Integrity**
The quality of being honest and having strong moral principles, Integrity stands as the backbone of character and is essential for success.

**Respect**
Respect to others and yourself, is a commitment to the fair treatment and competition with others. Through respect we embolden the character of others and ourselves.

**Responsibility**
We are held accountable to our word and actions as professionals to embed a steadfast commitment to honor in our decisions

The syllabus is a guide, not a contract, and therefore may be changed as necessary. If changes are made, your instructor will announce them in class or via email, generally at least one class in advance of the due date for an assignment, etc.