

P. Lemay,

SAULT COLLEGE  
of Applied Arts and Technology  
Sault Ste. Marie

COURSE OUTLINE

BUSINESS LAW

BUS 102-3

Secretarial Programs

revised September 1981

Prepared By: Phil Lemay

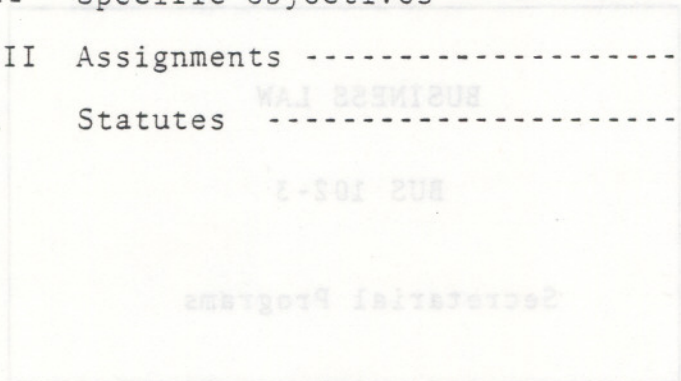
Revised  
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*P. Lemay*

SAULT COLLEGE

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BUSINESS LAW I

BUS 102-3

(I) Lenght of Course

✓ Three, fifty minute periods per week for one semester

✓ (II) Text No text is required. The following text may be purchased as an aid.

The Law and Business Administration in Canada  
-3rd edition - Soberman and Smythe

*material from a class lecture*

(III) Other Readings

1. What's Wrong with the Law ----- college librar  
-Zander and Scarman
2. The Power of the Law ----- instructor  
-Corry
3. The Law and the Police ----- instructor  
-Bourne
4. The Law and You ----- college librar  
-Chapman
- ✓ 5. It's Still the Law ----- college librar  
-Hyman
6. The Law and the Lay-Person ----- instructor  
-"Small Claims Court"
7. The Law and the Lay-Person ----- instructor  
-"Court and Trials"
8. The Law and the Lay-Person ----- instructor  
-The Market Place
9. The Law and the Lay-Person ----- instructor  
-"Tenants Handbook"
10. Law: A case Study Approach ----- college librar  
-Velanoff
11. Summary of Canadian Commercial Law ----- college librar  
-Anger
12. The Revised Statutes of Ontario 1970 ----- instructor
13. Canadian Business Law ----- instructor  
-Amirault and Archer
- ✓ 14. Newsmagazines and newspapers ----- downtown  
Current and those distributed in class

IV) GENERAL OBJECTIVES

Purpose:

*Agree to give as an EE assignment*

The purpose of this subject is to provide the student with some knowledge of the principles of law, and to develop in the student an understanding of these rules, to develop in the student the skill of recognizing legal problems, to apply the law and reason to a legal solution, and in so doing develop an understanding of and a positive attitude toward the judicial process and its complexities.

V) METHOD OF INSTRUCTION

✓

Reading assignments, lectures, discussion, case studies, (supplied) tests and assignments.

✓ ←  
*given in class*

VI) STUDENT EVALUATION

✓

1. Basis: The student's grade will be determined by the administration of a maximum of four tests and two (2) assignments, all of equal value. *POSSIBLE*
2. Grading: A letter grading of A, B, C, I or R will be used to indicate the achievement or value of the student's work.
3. Grade Interpretation:
  - (A) - this grade means that the student has an exceptional understanding of and or ability with the portion of the subject assessed, to such an extent the he has a complete or near complete grasp of or ability with the material or work, and thus understands more than eighty-five per cent or able to perform more than eighty-five per cent of the work tested.
  - (B) - this grade means that the student has a high degree of understanding of and/or ability with the portion of the subject assessed, and thus understands more than seventy per cent or able to perform more than seventy per cent of the work tested.
  - (C) - this grade means that the student has a basic understanding of all the elementary essentials of the portion of the subject assessed, and or able to perform all the basic elementary essentials of the work tested, and thus understands more than fifty-eight per cent, or able to perform more than fifty-eight per cent of the work tested

*Handwritten signature*

(VI) STUDENT EVALUATION cont'd

- (I) - this grade means that the student does not have the basic understanding or ability necessary for a C grade, and that he will therefore be required to re-study or be retrained and be re-assessed, and that the aforesaid must be completed within a time specified, during the instructional sessions, that is, before the make-up period assigned by the college, and that if the said re-assessment, is satisfactory no grade greater than a "C" will be granted, and failure to do so may require the student to make one final effort in the time set aside by the college for what is presently called the "make-up" period, provided he has no more than two "I" gradings remaining in his total semester assessments, and similarly, if successful no grade greater than a "C" will be granted.
- (R) - this grade means that the student has not achieved a minimum of a "C" grade in all his assignments within the times aforesaid, or has more than two "I" grades outstanding by the end of the instructional sessions for the semester, and or has demonstrated a lack of serious intention during the semester in acquiring a basic understanding or ability.

Note: There will be no merging of I grades

✓ SPELLING:

Correct spelling and grammar in all test papers and written submissions are essential to effectively communicate proof of understanding of the subject content. Any serious frequency of spelling errors, particularly of subject terminology, or of grammar errors will probably reduce the receiver's or markers ability to accurately interpret the communication, and thus should be avoided, and may also therefore justify the lowering of the mark by one grade or more, and even possibly the granting of an I grade.

(VII) SPECIFIC OBJECTIVES

✓ The student will be responsible for; (1) the articles distributed during the class sessions, (2) and for the material emphasized in the lectures. *instead of articles*

\*Note: Chapters are not necessarily in sequence and refer to the text identified in section II.

~~indicated if you want to refer to reference text.~~

Chapter

LECTURE EMPHASIS

Assessment

1 Course Outline distribution and review  
Law and Society - definition, personality  
and nature of the law

*Final*

3 & 2 Canadian Legal System

sources of the law, judge made, statute,  
judicial interpretation, interrelation  
of legal adjudication and legislation,  
classifications, ~~the legal profession~~,  
hierarchy and jurisdiction of the courts,  
importance of the Provincial, Small Claims  
and District Courts, settlement out of,  
simple litigation procedure, means of  
satisfying judgment, execution, garnish-  
ment replevin. The Family Law Reform  
Act (FLRA) Articles

4 Torts

definition, distinction between civil  
and criminal. Kinds of torts, assault,  
battery, false imprisonment, occupier's  
liability, negligence, exceptions, de-  
fences, misrepresentations, The Family  
Law Reform Act, *Petty Trespass Act*,  
Articles *Canadian Criminal Code*.

Assignment #  
case problem  
due in one  
week, or  
Test.

21 Special Contracts

Employment: definition of employer, employee  
in common law, in statute, ~~difference between~~  
~~agency, independant contractor~~, tortious  
liability of, vicarious liability concept,  
Highway Traffic Act, Workmen's  
Compensation Act  
Employment contracts, form, ~~restrain of trade rules~~  
termination notices at common law.

Statutes affecting employer employee rights and duties,  
British North America Act, Canada Labour (safety) Code,  
Employment Standards Act, its contents

Chapter

LECTURE EMPHASIS

Assessment

Special Contracts Cont'd  
garnishments, wage priority, minimums,  
conflicts, wage protection, hours of  
work, overtime, holidays, vacations equal  
pay benefit plans, pregnancy leave,  
termination of notice, offences, penalties  
where to complain, possible results.

Ontario Human Rights Code, discrimination  
generally signs notices, public accomo-  
dations, housing, employment, hiring, adver-  
tising, promoting, firing, unions, appli-  
cation forms, exceptions opinion, special  
organizations, offences, penalties, where  
to complain results.

~~Canadian Bill of Rights, discrimination  
federal, New Federal Codes.~~

~~Labour Relations Act, procedures for  
certification,~~

~~Construction Safety Act, who and what it  
affects, offences, penalties, where to  
complain~~

~~Industrial Safety Act, same as above~~

*Ontario Occupational Health and Safety Act*

19

Bailment  
definition, essentials, consequences,  
standards of care, defences, exculpatory  
clauses; rules for effectiveness, examples

5&8 and  
11

The five essentials for a valid legal  
contract and other special requirements

Test #2 on C.  
19 and 5-8  
assignment #1

Chapter	LECTURE EMPHASIS	Assessment
25	<u>Landlord and Tenant</u> Introduction, definition, <del>differentiation</del> <del>between</del> freehold and leasehold. <del>Statute of</del> <del>frauds, registration. Short Forms of Leases</del> <del>Act</del> , Residential Leases Act 1979, standard clauses Articles, form	
24	<u>Land Law</u> realty meaning, definition of land, freehold estates, co-ownerships.	<u>Assignment #</u> in one week
25	p.578-583 - typical real estate transaction, legal transfer procedure, offer to purchase, deed, statement of adjustments, searching. Registry system, <del>Registry Act, Land Speculation</del> <del>Tax Act, Land Transfer Tax Act, Planning Act</del> Articles, forms	
26	<u>Mortgages</u> definition, purpose, mortgages rights, amortization, second mortgages, mortgages act forms	
	<u>Time Permitting . . .</u>	
Recommended Readings #13 Chapter 31	<u>Consumer Credit</u> Interest rates, disclosure rules, Ontario Consumer Protection Act. Articles	
Recommended Reading #13	<u>Consumer Credit (continued)</u> Private Information agencies, Information collected, file, Dangers, Ontario Consumer Reporting Act, Industry Codes, Articles	

*Rentals -  
buying  
owning*





(VIII) Assignments

- |    |  |            |                                       |
|----|--|------------|---------------------------------------|
| #1 | TORTS<br>Negligence Case<br>"Spontaneous Combustion" | Chapter 4  | Due when designated<br>by instructor. |
| #2 | LAND<br>"Offer to Purchase"                          | Chapter 24 | Due when designated<br>by instructor. |

IX  
Statutes (emphasized)

Note: Statutes are listed in order of first appearance  
British North America Act (1867)  
Judicature Act (1880)  
Criminal Code  
Municipal Act  
Landlord and Tenant Act  
Deeds Act  
Law of Property Act  
Employment Standards Act  
Constitution of the United States  
Canadian Income Tax Act  
Income Tax Act  
Canada Human Rights Code  
Workers' Compensation Act  
Consolidated Statutes  
Statutes of Ontario (1877)  
Sale of Goods Act  
Canada Labour (Safety) Code  
Labour Standards Act  
Canadian Bill of Rights  
Labour Relations Act  
Consolidated Statutes  
Industrial Safety Act  
Unemployment Insurance Act  
Highway Traffic Act  
Federal Labour Act  
Federal Labour Act  
Ontario Occupational Health and Safety Act  
Mechanics Lien Act  
Statutes of Ontario Act  
Real Property Act  
Short Form of Conveyances Act  
Partnership Act  
Land Transfer Tax Act  
Land Transfer Tax Act  
Partnership Act  
-----and others

FAMILY LAW REFORM ACT

IX  
Statutes (emphasized)

Note: Statutes are listed in order of first appearance

Canadian Criminal Code  
~~Napoleonic Code~~  
Municipal Act  
Landlord and Tenant Act  
Innkeepers Act  
~~Canada Ardence Act~~  
British North America Act (1867)  
✓ ~~Judicature Act (1880)~~  
~~Code of Hammaraki (2000 B.C.)~~  
Lord's Day Act  
~~Bills of Exchange Act~~  
~~Partnership Act~~  
Employment Standards Act  
Constitution of the United States  
~~Bankruptcy Act~~  
~~Combines Investigations Act~~  
~~Income Tax Act~~  
~~Gaming Act~~  
Ontario Human Rights Code  
Workmen's Compensation Act  
~~Consumer Protection Act~~  
Statute of Frauds (1677)  
~~Sale of Goods Act~~  
Canada Labour (safety) Code  
~~Labour Relations Act~~  
~~Canadian Bill of Rights~~  
~~Labour Relations Act~~  
~~Construction Safety Act~~  
~~Industrial Safety Act~~  
~~Unemployment Insurance Act~~  
Highway Traffic Act  
~~Fatal Accidents Act~~  
~~Frustrated Contracts Act~~  
✓ ~~Ontario Occupational Health and Safety Act.~~  
Mechanics Lien Act  
~~Short Form of Leases Act~~  
~~Real Property Act~~  
~~Short Form of Conveyances Act~~  
~~Registry Act~~  
~~Land Speculation Tax Act~~  
~~Land Transfer Tax Act~~  
~~Planning Act~~

*FAMILY LAW REFORM Act.*

-----and others