



**I. COURSE DESCRIPTION:**

This course is designed to introduce students to the legal fundamentals for Canadian Business. The course will focus on the types of legal issues that students will encounter most frequently when they enter the business world. An understanding of the relationships that are created when conducting business and the rights, responsibilities and obligations that legally apply to these relationships are examined in this course.

**II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:**

Upon successful completion of this course, the CICE student, with the help of a Learning Specialist, will demonstrate the basic ability to:

1. Understand “law” and the legal system in Canada; its role, its complexities, background, philosophies, and development as they pertain to our legal system today and the role of courts in our society.

Potential Elements of the Performance:

- What is the significance of the law to the business environment?
- What are the principle sources of Canadian Law?
- Recognize the primary components of the Constitution Act (1982) and the fundamental components of the Charter of Rights and Freedoms.
- Understand the structure of the Canadian Court System.
- Understand the litigation system in Canada.
- Recognize the application of criminal law to business activities.

2. Discuss tort law, its nature and purpose, and when compensation may be recovered by those who have suffered harm from the wrong doings of others.

Potential Elements of the Performance:

- Discuss the nature and purpose of tort law.
- Understand the basis for tort liability.
- Understand the tort of negligence and what is required by way of proof.
- Understand how the law of negligence applies to particular situations, such as the liability of manufacturers.
- Understand the limits of Product liability.
- Describe the concept of Professional Liability to others based on tort law.
- Discuss several torts other than negligence.
- Explain the remedies provided under tort law.

3. Identify what is required for a legally enforceable contract to exist.

Potential Elements of the Performance:

- Provide an explanation of what constitutes a contract.
- Why is a contract enforceable by law?
- Discuss the essential elements of an offer.
- Describe how an offer may be communicated.
- Discuss the ways in which an offer may be terminated.
- Explain the methods in which an offer may be accepted.
- Understand who is considered incapable of negotiating a contract.
- Recognize the formal requirements of a contract.

4. Understand how disputes arise with respect to a contractual arrangement.

Potential Elements of the Performance:

- Recognize how mistakes as to the nature, terms or other aspects of a contract can lead to contract disputes.
- Understand the concept of privity and the assignment of contractual obligations.
- Understand the difference between innocent, fraudulent and negligent misrepresentation.
- Describe the process of discharging contractual obligations.
- Recognize how courts decide upon the remedy of damages when ruling on contract disputes.

5. Understanding Legislation in the marketplace.

Potential Elements of the Performance:

- Understand the key components of The Sale of Goods Act
- Describe how title is transferred in a transaction.
- Understand the obligations of the Seller.
- Explain Consumer Protection Legislation.
- Understand the difference between a Debtor and a Creditor.
- Understand how transactions are secured.
- Recognize the different types of Negotiable Instruments.
- Explain the Law of Bankruptcy.

6. Describe the methods of carrying on business.

Potential Elements of the Performance:

- Describe a Sole Proprietorship.
- Describe a Partnership.
- Understand how a partnership is created.

- Understand the liability of partners and describe the relationship between the partners.
  - Explain how a partnership is dissolved.
  - Recognize the legal liability and role of a limited partner.
  - Describe how a corporation is created.
  - Explain the structure of a corporation.
  - Understand how a corporation raises funds.
7. Understand the most important decisions that business people face relating to their investment in, acquisition and use of property

Potential Elements of the Performance:

- Define Real Property.
  - Explain the concept of personal property and who has rights to goods.
  - Explain the concept of a Leasehold Estate.
  - Explain joint tenancy.
  - Explain how land is registered and transferred.
  - Explain how property is financed.
  - Define Commercial Tenancies.
  - Explain Residential Tenancies.
  - Explain the concept of insurance.
8. Discuss the intersection between law, business and information technology

Potential Elements of the Performance:

- Define intellectual Property.
  - Explain Intellectual Property Law.
  - Understand the major problems with regulating business and the internet.
  - Understand electronic commerce and the laws that apply to this method of doing business.
  - Explain the laws regulating privacy, security and confidential information
9. Electronic Commerce and International Trade

Potential Elements of the Performance:

- Understand the nature of electronic commerce and its impact on business relationships
- List the kinds of online communication that can lead to disputes.
- Compare standard contract formation and online contracts.
- Understand the trends toward criminal activity on the internet.
- Understand how contractual problems are best resolved in the global environment.

- Recognize how international commerce is regulated.
- Understand jurisdictional issues and enforcement of judicial decisions.

### III. TOPICS:

1. The Canadian Legal System: Chapter 1
2. Torts and Professional Liability: Chapter 2
3. Formation of Contracts: Chapter 3
4. Enforcing Contractual Obligations: Chapter 4
5. Legislation in the Marketplace: Chapter 5
6. Methods of Carrying on Business: Chapter 7
7. Property: Chapter 8
8. Ideas and Information: Chapter 9
9. Electronic Commerce and International Trade: Chapter 10

### IV. REQUIRED RESOURCES/TEXTS/MATERIALS:

*Legal Fundamentals for Canadian Business 2<sup>nd</sup> edition, Richard A. Yates, Pearson Prentice Hall,*

### V. EVALUATION PROCESS/GRADING SYSTEM:

Students will be evaluated as follows:

- Test #1: Chapters: 1, 2, & 3 (25% of grade)
- Test #2: Chapters: 4, 5, & 7 (25% of grade)
- Test #3: Chapters: 8, 9, & 10 (25% of grade)
- Class Participation (10% of grade)
- Reading Assignment Quizzes (15% of grade)

#### **TESTS:**

The tests will be comprised of multiple choice objective questions, application questions and short essay response questions. Dates of tests will be announced approximately two weeks in advance.

**Students are required to write all tests as scheduled.**

The following semester grades will be assigned to students:

| <u>Grade</u> | <u>Definition</u> | <u>Grade Point Equivalent</u> |
|--------------|-------------------|-------------------------------|
| A+           | 90 – 100%         | 4.00                          |
| A            | 80 – 89%          | 3.00                          |
| B            | 70 - 79%          | 2.00                          |
| C            | 60 - 69%          | 1.00                          |
| D            | 50 – 59%          | 0.00                          |
| F (Fail)     | 49% and below     | 0.00                          |

|             |  |
|-------------|--|
| CR (Credit) | Credit for diploma requirements has been awarded.  |
| S           | Satisfactory achievement in field /clinical placement or non-graded subject area.  |
| U           | Unsatisfactory achievement in field/clinical placement or non-graded subject area.   |
| X           | A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course. |
| NR          | Grade not reported to Registrar's office.  |
| W           | Student has withdrawn from the course without academic penalty.  |

***NOTE: Mid Term grades are provided in theory classes and clinical/field placement experiences. Students are notified that the midterm grade is an interim grade and is subject to change.***

## VI. SPECIAL NOTES:

### Course Outline Amendments:

The professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

### Retention of Course Outlines:

It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.

### Prior Learning Assessment:

Students who wish to apply for advance credit transfer (advanced standing) should obtain an Application for Advance Credit from the program coordinator (or the course coordinator regarding a general education transfer request) or academic assistant. Students will be required to provide an unofficial transcript and course outline related to the course in question. Please refer to the Student Academic Calendar of Events for the deadline date by which application must be made for advance standing.

Credit for prior learning will also be given upon successful completion of a challenge exam or portfolio.

Substitute course information is available in the Registrar's office.

Disability Services:

If you are a student with a disability (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Disability Services office. Visit Room E1101 or call Extension 2703 so that support services can be arranged for you.

Communication:

The College considers **WebCT/LMS** as the primary channel of communication for each course. Regularly checking this software platform is critical as it will keep you directly connected with faculty and current course information. Success in this course may be directly related to your willingness to take advantage of the **Learning Management System** communication tool.

Plagiarism:

Students should refer to the definition of “academic dishonesty” in *Student Code of Conduct*. A professor/instructor may assign a sanction as defined below, or make recommendations to the Academic Chair for disposition of the matter. The professor/instructor may:

- (i) issue a verbal reprimand,
- (ii) make an assignment of a lower grade with explanation,
- (iii) require additional academic assignments and issue a lower grade upon completion to the maximum grade “C”,
- (iv) make an automatic assignment of a failing grade,
- (v) recommend to the Chair dismissal from the course with the assignment of a failing grade.

In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

Student Portal:

The Sault College portal allows you to view all your student information in one place. **mysaultcollege** gives you personalized access to online resources seven days a week from your home or school computer. Single log-in access allows you to see your personal and financial information, timetable, grades, records of achievement, unofficial transcript, and outstanding obligations. Announcements, news, the academic calendar of events, class cancellations, your learning management system (LMS), and much more are also accessible through the student portal. Go to <https://my.saultcollege.ca>.

Electronic Devices in the Classroom:

Students who wish to use electronic devices in the classroom will seek permission of the faculty member before proceeding to record instruction. With the exception of issues related to accommodations of disability, the decision to approve or refuse the request is the responsibility of the faculty member. Recorded classroom instruction will be used only for personal use and will not be used for any other purpose. Recorded classroom instruction will be destroyed at the end of the course. To ensure this, the student is required to return all copies of recorded material to the faculty member by the last day of class in the semester. Where the use of an electronic device has been approved, the student agrees that materials recorded are for his/her use only, are not for distribution, and are the sole property of the College.

Attendance:

Sault College is committed to student success. There is a direct correlation between academic performance and class attendance; therefore, for the benefit of all its constituents, all students are encouraged to attend all of their scheduled learning and evaluation sessions. This implies arriving on time and remaining for the duration of the scheduled session.

Students are expected to attend all scheduled classes. Attendance will be taken for each class on a sign in basis.

**In all cases, attendance of less than 80% of the scheduled classes is not acceptable.**

Submitting Assigned Work:

All assignments must be submitted to the professor at the beginning of class on the due date. Once the class starts, any assignment which has not been submitted will be considered late. Assignments may be submitted in advance; assignments will not be accepted after the stated deadline.

**It is the student's responsibility to ensure that the professor receives the completed assignment on time. Do not place the assignment in the professor's mailbox and do not deliver it to his/her office during class.**

Return of Students' Work:

Tests, quizzes, assignments, etc. will be returned to students during one of the normal class times. Any student not present at that time must pick up his/her test, etc. at the professor's office within three weeks of that class. Tests, etc. not picked up within the three weeks will be discarded. End of semester tests, etc. will be held for three weeks following the end of the semester. If they have not been picked up within that three-week period, they will be discarded.

Students are required to retain their tests, quizzes, assignments, etc. in the event that there is a disagreement with the mark received and the mark recorded by the professor. If the student is not able to present the instrument in question, the professor's recorded mark will stand.

Classroom Decorum:

Students will respect the diversity and the dignity of those in the classroom. Student will respect the professor's right and duty to teach and students' right to learn without interference. Students who cause any interference with the objectives of the class will be asked to leave the classroom.

If a student is asked to leave the classroom a second time, he/she must make an appointment with the Dean who will decide if the student will be permitted to return to class.

Students attending this class do so to study Small Business Management. Therefore, no other activity will be permitted. Student's who wish to engage in other activities will be asked to leave the classroom, as described above.

It is the professor's intention to maintain proper classroom decorum at all times in order to provide the best possible learning and teaching environment.

**CELL PHONES ARE TO BE TURNED OFF DURING CLASS. NO USE OF CELL PHONES IS ALLOWED DURING CLASS. ANY STUDENT NOT ABIDING BY THIS POLICY WILL BE ASKED TO LEAVE THE CLASSROOM.**

**CICE Modifications:****Preparation and Participation**

1. A Learning Specialist will attend class with the student(s) to assist with inclusion in the class and to take notes.
2. Students will receive support in and outside of the classroom (i.e. tutoring, assistance with homework and assignments, preparation for exams, tests and quizzes.)
3. Study notes will be geared to test content and style which will match with modified learning outcomes.
4. Although the Learning Specialist may not attend all classes with the student(s), support will always be available. When the Learning Specialist does attend classes he/she will remain as inconspicuous as possible.

**A. Tests may be modified in the following ways:**

1. Tests, which require essay answers, may be modified to short answers.
2. Short answer questions may be changed to multiple choice or the question may be simplified so the answer will reflect a basic understanding.
3. Tests, which use fill in the blank format, may be modified to include a few choices for each question, or a list of choices for all questions. This will allow the student to match or use visual clues.
4. Tests in the T/F or multiple choice format may be modified by rewording or clarifying statements into layman's or simplified terms. Multiple choice questions may have a reduced number of choices.

**B. Tests will be written in CICE office with assistance from a Learning Specialist.*****The Learning Specialist may:***

1. Read the test question to the student.
2. Paraphrase the test question without revealing any key words or definitions.
3. Transcribe the student's verbal answer.
4. Test length may be reduced and time allowed to complete test may be increased.

**C. Assignments may be modified in the following ways:**

1. Assignments may be modified by reducing the amount of information required while maintaining general concepts.
2. Some assignments may be eliminated depending on the number of assignments required in the particular course.

***The Learning Specialist may:***

1. Use a question/answer format instead of essay/research format
2. Propose a reduction in the number of references required for an assignment
3. Assist with groups to ensure that student comprehends his/her role within the group
4. Require an extension on due dates due to the fact that some students may require additional time to process information
5. Formally summarize articles and assigned readings to isolate main points for the student
6. Use questioning techniques and paraphrasing to assist in student comprehension of an assignment

**D. Evaluation:**

Is reflective of modified learning outcomes.