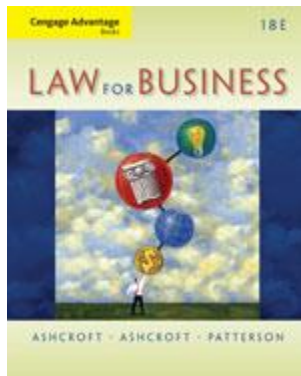




ACCT 2140
LEGAL ENVIRONMENT OF BUSINESS
COURSE SYLLABUS
Online
Summer Semester 2017

Semester: Summer 2017
Course Title: Legal Environment of Business
Course Number: ACCT 2140
Credit Hours/ Minutes: 3 / 3000
Class Location: GVTC/Blackboard
Class Meets: Via Internet/9 wks
CRN: 60106

Instructor: Lori L. Sweat
Office Hours: Vidalia 7:15-8 am M/W, 1-3:30 pm M/W
Swainsboro 7:15-8 am T/R, 1-5:30 pm T/R
Office Location: Room 837, Gillis Medical Building, Vidalia
Room 2113, Building 2, Swainsboro
Email Address: lsweat@southeasterntech.edu
Phone: 478-289-2223 or 912-538-3100, Extension 2223
Fax Number: 912-538-3106 Vidalia; 478-289-2276 Sboro
Preferred Method of Contact: email
lsweat@southeasterntech.edu



REQUIRED TEXTS: Law for Business, Ashcroft and Ashcroft, Cengage
ISBN-13: 978-1-133-58761-3

REQUIRED SUPPLIES & SOFTWARE: Reliable access to internet and Microsoft Word.

Note: Although students can use their smart phones and tablets to access their online course(s), **exams, discussions, assignments, and other graded activities should be performed on a personal computer**. Neither Blackboard nor GVTC provide technical support for issues relating to the use of a smart phone or tablet so students are advised to not rely on these devices to take an online course.

COURSE DESCRIPTION: Introduces law and its relationship to business.

MAJOR COURSE COMPETENCIES: Topics include: legal ethics, legal processes, business contracts, business torts and crimes, real and personal property, agency and employment, risk-bearing devices, and Uniform Commercial Code.

PREREQUISITES: Program Admission

COURSE OUTLINE:

1. Legal Ethics
2. Legal Processes
3. Business Contracts
4. Real and Personal Property
5. Agency and Employment
6. Risk-Bearing Devices
7. Uniform Commercial Code

GENERAL EDUCATION CORE COMPETENCIES: STC has identified the following general education core competencies that graduates will attain:

1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

STUDENT REQUIREMENTS (Online): The student is expected to complete all work on the attached lesson plan.

- Within the first three days of class **ALL** online students must:
 - pledge in Blackboard that they have read and understand the STC Catalog within the first three days of class.
 - post an introduction in Blackboard .
 - send instructor an STC email stating their intentions to take this online course. Student profile, policy acknowledgement, and honor policy should be attached to this email.
- **Online students are responsible for checking e-mails and Blackboard announcements DAILY.**
- **To log in to Blackboard.**
 - Go to the STC website: www.southeasterntech.edu; click on mySTC
 - Or go to <https://my.southeasterntech.edu>
 - Login to mySTC using the student id # and bannerweb pin#.
 - Click the Blackboard Icon.
 - Or go to <https://southeasterntech.blackboard.com>
 - Login using username 43_XXXXXXXX (student id) and login is same unless you have changed it.
- Students are responsible for policies and procedures included in the STC Catalog.

Students are highly encouraged to use the publisher's website for interactive quizzes, flash cards, and other student resources. These will assist in preparation for your test. The website is http://www.cengage.com/cgi-wadsworth/course_products_wp.pl?fid=M20bl&product_isbn_issn=9781133587613&token=33418551427581E68B2B73F97508903C0BED2D0728D5C4FEAF361762FEDE40FF3D59E93E1E9502A0BA714F221F399B8E1357B6E5BEAFC2CE7C35526543C22D476735463D2DCD1180

INFORMATION REGARDING GRADED HOMEWORK/DISCUSSION BOARDS/TESTS:

- Homework assignments consist of end of the chapter questions which must be typed in Microsoft Word and submitted to the appropriate drop box by the date specified on the lesson plan; assignments may be submitted early. Full credit will not be awarded if answers are not clear and complete. **Homework assignments will not be graded after the due date resulting in a zero (0).**
- Discussion boards must be completed by the date specified on the lesson plan; discussion boards may be submitted early. **Discussion boards will not be graded after the due date resulting in a zero (0).**
- Tests must be completed by the date specified. Tests are posted for a week; **there are no makeup tests**, and students who miss a test will be assigned a grade of zero. Please do not wait until the last moment to submit in case you have Internet problems with your computer **because no make-up tests are allowed, and there are no exceptions.** If Internet or browser failure occurs, contact the instructor immediately by email. A decision will be made at that time **IF** the test will be reset. Only one test per student will be reset per semester if the instructor is notified in time according to the instructions and if the request is granted. Check your email for instructor response to a request for a test reset.
- Any zeros recorded will be included in the final score calculation.

ONLINE ATTENDANCE: It is the student's responsibility to be academically engaged each week doing course related activities. The completion dates of these activities will be used to determine a student's last date of attendance in the event a student withdraws, stops attending, or receives an F in a course.

Students will not be withdrawn by an instructor for attendance; however, all instructors will keep records of graded assignments and student participation in course activities. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Students will have at least one week to complete tests and assignments. All tests and assignments are due at midnight on Tuesday of each week. Exceptions to the due dates of assignments due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

SPECIAL NEEDS: Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact Helen Thomas, 912-538-3126, hthomas@southeasterntech.edu to coordinate reasonable accommodations.

SPECIFIC ABSENCES: Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

PREGNANCY: Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please advise me and make appropriate arrangements with Helen Thomas, (912) 538-3126, hthomas@southeasterntech.edu.

WITHDRAWAL PROCEDURE: Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% portion of the semester (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of “W” is assigned when the student completes the withdrawal form from the course.

Students who are dropped from courses due to attendance (see your course syllabus for attendance policy) after drop/add until the 65% point of the semester will receive a “W” for the course. Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of 'F' being assigned.

After the 65% portion of the semester, the student will receive a grade for the course. (Please note: A zero will be given for all missed assignments.) **The 65% point for summer semester is Thursday, June 29.**

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be assessed due to the withdrawal. All grades, including grades of 'W', will count in attempted hour calculations for the purpose of Financial Aid.

Remember - Informing your instructor that you will not return to his/her course does not satisfy the approved withdrawal procedure outlined above.

PROCTORED EVENT REQUIREMENT: In order to validate student identity for all online courses, students enrolled in online courses are **required** to complete one proctored event per online course. The proctored event will be administered on two separate days during the semester—once on the Vidalia campus and once on the Swainsboro campus and will be monitored by the instructor or another STC employee. The proctored event may be a major exam, assignment, or presentation, etc. that will count a minimum of 20% of the course grade. Students must attend one of the scheduled proctored sessions and will need to make arrangements with work, childcare, etc. The specific dates of the proctored event are scheduled on the Lesson Plan/Calendar for the online course. Students living further than 75 miles from either campus who cannot come to Southeastern Tech for the event must secure an approved proctoring site. The site and the proctor must meet Southeastern Technical College's requirements (instructor will provide more information and necessary forms if this is the case). Note: Students taking proctored events off campus will utilize the Proctor Scheduling and Approval Form found under the Proctoring Tab in Blackboard within the Getting Started/Start Here and Proctoring

Event area. The completed form should be submitted to the course instructor a minimum of two weeks prior to the proctored event. If approved, the instructor will notify the proctor.

Students arranging off-campus proctoring must take the event on one of the originally scheduled days. Students who do not complete the proctored event as scheduled must submit a valid documented excuse within three business days after the scheduled event. If the excuse is approved, students must make arrangements with the instructor to makeup/reschedule the missed event. The penalty and makeup instructions will be at the instructor's discretion. Proctored events will be given after the 65% point of the semester. **Students who do not complete the proctored event will receive an F in the course.**

As published on STC's website, any expenses incurred to obtain a proctor will be the responsibility of the student; however, students are not charged a proctoring fee when taking the proctored exam on the campus of Southeastern Tech. Most of Georgia's technical colleges do not charge to proctor exams for students enrolled in other TCSG colleges. Students who are enrolled at Southeastern Technical College and live out of the state of Georgia or out of the country could incur a proctoring charge. However, in that instance, the instructor would assist the student in locating the least expensive proctor.

The required proctored event for this class is a proctored objective exam on Chapters 1-8 and 13-19. This proctored exam will be given Wednesday, July 19 on the Vidalia Campus, Gillis Building, Room 839 at 1:30 pm or Thursday, July 20 on the Swainsboro Campus, Building 2, Room 2113 at 1:30 pm. The proctored exam is listed in the lesson plan—Week 9 Proctored Exam. You may come either day, either location that is convenient for you. Please send your instructor email by noon Monday, July 17 to schedule which of these dates you will take your proctored exam. Students who do not complete the proctored event will receive an F in the course.

MAKEUP GUIDELINES: Tests are posted for several days and must be completed by the date specified. There are no makeup tests, and students who miss a test will be assigned a grade of zero. Please do not wait until the last moment to submit in case you have internet problems with your computer **because no make-up tests are allowed, and there are no exceptions.** If internet or browser failure occurs, contact the instructor immediately by email. A decision will be made at that time **IF** the test will be reset. **Only one test per student will be reset per semester if the instructor is notified in time according to the instructions and if the request is granted.**

ACADEMIC DISHONESTY POLICY: The STC Academic Dishonesty Policy states *All forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline.* The policy can also be found in the *STC Catalog and Student Handbook.*

Procedure for Academic Misconduct

The procedure for dealing with academic misconduct and dishonesty is as follows:

--First Offense--

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

--Second Offense--

Student is given a grade of "WF" for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

--Third Offense--

Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

Your instructor is more than willing to assist you with any help you might need; it merely requires you to make the extra effort to come by for help during your instructor's office hours. This is your responsibility. Accounting professionals deal with money; in-class behaviors give some insight into a student's professional ethics in the workplace, or lack thereof. Cheating is never an option; dishonesty cannot and will not be tolerated. If you are involved in an academic dishonesty incident, expect a private conference with your instructor and the Dean of Business Technologies and Human Services.

STATEMENT OF NON-DISCRIMINATION: The Technical College System of Georgia and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member or citizenship status (except in those special circumstances permitted or mandated by law). This school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of gender; with the

provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap; and with the American with Disabilities Act (ADA).

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

ADA/Section 504 - Equity- Title IX (Students) - OCR Compliance Officer	Title VI - Title IX (Employees) - EEOC Officer
Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1 st Street, Vidalia Office 108 Phone: 912-538-3126 hthomas@southeasterntech.edu	Blythe Wilcox, Director of Human Resources Vidalia Campus 3001 East 1 st Street, Vidalia Office 138B Phone: 912-538-3147 bwilcox@southeasterntech.edu

GRIEVANCE PROCEDURES: Grievance procedures can be found in the Catalog and Handbook located on STC’s website.

ACCESS TO TECHNOLOGY: Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the STC website at www.southeasterntech.edu.

GRADING POLICY:	
Tests	60%
Proctored Exam	20%
Homework/Quizzes	15%
Discussion Board	5%
	<hr/>
	100%

GRADING SCALE:
A: 90-100
B: 80-89
C: 70-79
D: 60-69
F: 0-59

TCSG GUARANTEE/WARRANTY STATEMENT:

The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.

**ACCT 2140 Legal Environment of Business
 Summer Semester 2017 Lesson Schedule
 Schedule is tentative and subject to change**

Assignments are a minimum; instructor reserves the right to add assignments as necessary to meet Technical College System of Georgia curriculum standards.

Date	Chapter	Content; Assignments; Tests; Due Dates	*Course Competency Area ** General Education Core Competency Area
Wk 1 May 17-23	Part I Ch 1 Ch 2 Ch 3 Ch 4	<p>In Blackboard (ACCT 2140 Syllabus/Lesson Plan link)</p> <ul style="list-style-type: none"> • Print and read the ACCT 2140 Course Syllabus/Lesson Plan <p>In Blackboard (Getting Started link)</p> <ul style="list-style-type: none"> • Read all of the “<i>Start Here Items</i>” under the “<i>Getting Started</i>” Academic Dishonesty, Attendance Policy, and Online Course Orientation • Post Pledge of understanding in the “<i>Getting Started</i>” link by midnight, Monday, May 22. By pledging, you are acknowledging that you understand the requirements of this course. • Post a brief introduction of yourself in the “<i>Getting Started</i>” link by midnight, Monday, May 22. • Send your instructor an STC email stating your intentions to take the course, AND attach the Fall Semester Student Information & Policies Acknowledgment forms to instructor by midnight, Monday, May 22. (located in “<i>Getting Started</i>”) <p>In Blackboard, go to Lessons, Part I folder:</p> <ul style="list-style-type: none"> • Read: <ul style="list-style-type: none"> ○ Chapter 1 Introduction to Law ○ Chapter 2 Courts & Court Procedures ○ Chapter 3 Business Torts & Crimes ○ Chapter 4 Government Regulation of Business • View PowerPoint Presentations • Complete Chapter 1 Questions 1,2,3,6,8,9 • Complete Chapter 2 Questions 1,2,7,8,9 • Complete Chapter 3 Questions 1,5,10 • Complete Chapter 4 Questions 1,2,3,4 • Homework Assignments for Chapters 1-4 are due by midnight, Tuesday, May 23. 	*1,2 **a,c

Date	Chapter	Content; Assignments; Tests; Due Dates	*Course Competency Area ** General Education Core Competency Area
Wk 2 May 24-30	Part II Ch 5 Ch 6 Ch 7	<p>In Blackboard, go to Lessons, Part II folder:</p> <ul style="list-style-type: none"> • Read: <ul style="list-style-type: none"> ○ Chapter 5 Nature and Classes of Contracts ○ Chapter 6 Offer and Acceptance ○ Chapter 7 Capacity to Contract • View PowerPoint Presentations • Complete Chapter 5 Questions 1,2,7,10 • Complete Chapter 6 Questions 2,3,5,7 • Complete Chapter 7 Questions 3,4,5,9,10 <p>Homework Assignments for Chapters 5-7 are due by midnight Tuesday, May 30.</p> <p>Part I Test for Chapters 1-4 is due by midnight Tuesday, May 30.</p> <p>Discussion Board 1 due by midnight Tuesday May 30.</p>	*3 **a,c

Date	Chapter	Content; Assignments; Tests; Due Dates	*Course Competency Area ** General Education Core Competency Area
Wk 3 May 31- June 6	Part II, cont'd Ch 8 Ch 13	In Blackboard, go to Lessons, Part II folder: <ul style="list-style-type: none"> • Read: <ul style="list-style-type: none"> ○ Chapter 8 Capacity to Contract ○ Chapter 13 Termination of Contracts • View PowerPoint Presentations • Complete Chapter 8 Questions 1,7,10 • Complete Chapter 13 Questions 2,3,5,8,12 <p style="background-color: yellow;">Homework Assignments for Chapters 8 & 13 are due by midnight Tuesday, June 6</p> <p style="background-color: yellow;">Discussion Board 2 due by midnight Tuesday June 6.</p>	*3 **a,c

Date	Chapter	Content; Assignments; Tests; Due Dates	*Course Competency Area ** General Education Core Competency Area
Wk 4 June 7-13	Part III Ch 14 Ch 15	In Blackboard, go to Lessons, Part III folder: <ul style="list-style-type: none"> • Read: <ul style="list-style-type: none"> ○ Chapter 14 Nature of Personal Property ○ Chapter 15 Special Bailments • View PowerPoint Presentations • Complete Chapter 14 Questions 1-10 • Complete Chapter 15 Questions 4-12 <p>Homework Assignments for Chapters 14-15 are due by midnight Tuesday, June 13.</p> <p>Part II Test for Chapters 5-8 & 13 is due by midnight, Tuesday, June 13.</p> <p>Discussion Board 3 due by midnight Tuesday June 13.</p>	*4 **a,c

Date	Chapter	Content; Assignments; Tests; Due Dates	*Course Competency Area ** General Education Core Competency Area
Wk 5 June 14-20	Part IV Ch 16 Ch 17 Ch 18 Ch 19	In Blackboard, go to go to Lessons, Part IV folder: <ul style="list-style-type: none"> • Read: <ul style="list-style-type: none"> ○ Chapter 16 Sales of Personal Property ○ Chapter 17 Formalities of a Sale ○ Chapter 18 Transfer of Title and Risk in Sales Contracts ○ Chapter 19 Warranties, Product Liability, and Consumer Protection • View PowerPoint Presentations • Complete Chapter 16 Questions 2,3,5,6,8 • Complete Chapter 17 Questions 1-8 • Complete Chapter 18 Questions 5,8,9,10 • Complete Chapter 19 Questions 1,2,3,4,7,9,12 • Homework Assignments for Chapters 16-19 are due by midnight, Tuesday, June 20. • Part III Test for Chapters 14-15 is due by midnight, Tuesday, June 20. 	*4 **a,c

Date	Chapter	Content; Assignments; Tests; Due Dates	*Course Competency Area ** General Education Core Competency Area
Wk 6 June 21-27	Part V Ch 20 Ch 21 Ch 22 Ch 23	In Blackboard, go to Lessons, Part V folder: <ul style="list-style-type: none"> • Read: <ul style="list-style-type: none"> ○ Chapter 20 Nature of Negotiable Instruments ○ Chapter 21 Essentials of Negotiability ○ Chapter 22 Promissory Notes and Drafts ○ Chapter 23 Negotiation and Discharge • View PowerPoint Presentations • Complete Chapter 20 Questions 1,3,4,5,6,10 • Complete Chapter 21 Questions 3,5,9,10 • Complete Chapter 22 Questions 1,2,3,6,10,11 • Complete Chapter 23 Questions 1-7 <p>Homework Assignments for 20-23 are due by midnight Tuesday, June 27.</p> <p>Part IV Test for Chapters 16-19 is due by midnight Tuesday, June 27</p> <p>Discussion Board 4 due by midnight Tuesday June 27.</p>	*6 **a,c

Date	Chapter	Content; Assignments; Tests; Due Dates	*Course Competency Area ** General Education Core Competency Area
Wk 7 June 28- July 11	Part VI Ch 26 Ch 27 Ch 28 Ch 29	In Blackboard, go to Lessons, Part VI folder: <ul style="list-style-type: none"> • Read: <ul style="list-style-type: none"> ○ Chapter 26 Nature and Creation of an Agency ○ Chapter 27 Operation and Termination of an Agency ○ Chapter 28 Employer and Employee Relations ○ Chapter 29 Employees' Rights • View PowerPoint Presentations • Complete Chapter 26 Questions 1-10 • Complete Chapter 27 Questions 1,2,3,4,9,10 • Complete Chapter 28 Questions 1,2,7,8 • Complete Chapter 29 Questions 1,4,5,6,9,12 <p>Homework Assignments for Chapters 26-29 are due by midnight Tuesday, July 11.</p> <p>Part V Test for Chapters 20-23 is due by midnight Tuesday, July 11.</p> <p>Discussion Board 5 due by midnight Tuesday July 11.</p>	*5 **a,c
<p style="text-align: center;">Note: Students who withdraw on or before Thursday, June 29 receive a grade of "W"</p>			

Date	Chapter	Content; Assignments; Tests; Due Dates	*Course Competency Area ** General Education Core Competency Area
Wk 8 July 12-18	Part VIII Ch 37 Ch 38 Ch 39 Ch 40	<p>In Blackboard, go to Lessons, Part VIII folder:</p> <ul style="list-style-type: none"> • Read: <ul style="list-style-type: none"> ○ Chapter 37 Principles of Insurance ○ Chapter 38 Types of Insurance ○ Chapter 39 Security Devices ○ Chapter 40 Bankruptcy • View PowerPoint Presentations • Complete Chapter 37 Questions 1,4,5,9,10 • Complete Chapter 38 Questions 3,7,8,10 • Complete Chapter 39 Questions 1,4,9 • Complete Chapter 40 Questions 1,5,6 <p>Homework Assignments for Chapters 37-40 are due by midnight Tuesday, July 18.</p> <p>Part VI Test for Chapters 26-29 is due by midnight Tuesday, July 18.</p> <p>Email instructor at lsweat@southeasterntech.edu by noon Monday, July 17 regarding the date you plan to take the proctored test</p>	*6 **a,c

Date	Chapter	Content; Assignments; Tests; Due Dates	*Course Competency Area ** General Education Core Competency Area
Wk 9 July 19-25	Part IX Ch 41 Ch 42 Ch 43 Ch 44	<p><u>Proctored exam week!!!</u></p> <p><u>The proctored exam is an objective test covering Chapters 1-8, and 13-19) will be given Wednesday, July 19 on the Vidalia Campus, Gillis Building, Room 839 at 1:30 pm or Thursday, July 20 on the Swainsboro Campus, Building 2, Room 2113 at 1:30 pm. Students who do not complete the proctored event will receive an F in the course.</u></p> <p>In Blackboard, go to Lessons, Part IX folder:</p> <ul style="list-style-type: none"> • Read: <ul style="list-style-type: none"> ○ Chapter 41 Nature of Real Property ○ Chapter 42 Transfer of Real Property ○ Chapter 43 Real Estate Mortgages ○ Chapter 44 Landlord and Tenant • View PowerPoint Presentations • Complete Chapter 41 Questions 1,2,3,4,6,7,8,9,10 • Complete Chapter 42 Questions 1,4,6,7,8 • Complete Chapter 43 Questions 1,5,6,10 • Complete Chapter 44 Questions 8,9,10 <p><u>Homework Assignments for Chapters 41-44 are due by midnight Tuesday, July 25</u></p> <p><u>Part VIII Test for Chapters 37-40 is due by midnight Tuesday, July 25.</u></p>	*4 ** a,c

Date	Chapter	Content; Assignments; Tests; Due Dates	*Course Competency Area ** General Education Core Competency Area
Wk 10 July 26- Aug 1		<p>Very Important: Log in to BANNERWEB and complete course survey</p> <p>Part IX Test for Chapters 41-44 is due by midnight, Tuesday, August 1.</p>	<p>*5 ** a,c</p>

*Competency Areas:

- (1) Legal Ethics
- (2) Legal Processes
- (3) Business Contracts
- (4) Real and Personal Property
- (5) Agency and Employment
- (6) Risk-Bearing Devices
- (7) Uniform Commercial Code

**General Education Competencies:

- a) The ability to utilize standard written English.
- b) The ability to solve practical mathematical problems.
- c) The ability to read, analyze, and interpret information.

ACCT 2140 Discussion Board Rubric

Criteria Weight	Exceptional 100	Proficient 90	Satisfactory 70	Poor 50	Unacceptable 0
<u>Grammar/ Spelling</u> 25%	Student has no spelling, punctuation, and grammar errors (25 Points)	Student has no more than 1 error in spelling, punctuation, and grammar (22.5 Points)	Student has no more than 2 errors in spelling, punctuation, and grammar (17.5 Points)	Student has no more than 3 error in spelling, punctuation, and grammar (12.5 Points)	Student has 4 or more errors in spelling, punctuation, and grammar (0 Points)
<u>Posts</u> 25%	Publishes at least one original post and at least two replies. (25 Points)	Publishes one post and one reply (22.5 Points)	Publishes one post and no reply (17.5 Points)	Publishes no posts but publishes one or more replies (12.5 Points)	Publishes no posts or replies (0 Points)
<u>Word Count</u> 25%	125 - 150 words in main thread (25 Points)	80-124 words in main thread (22.5 Points)	26 – 79 words in main thread (17.5 Points)	1-25 words in reply (12.5 Points)	0 words (i.e., no thread) (0 Points)
<u>Summary/Explanation/ Comprehension</u> 25%	Demonstrates clear understanding discussion board topic. (25 Points)	Demonstrates understanding of discussion board topic. (22.5 Points)	Demonstrates minimal understanding discussion board topic. (17.5 Points)	Demonstrates poor understanding discussion board topic. (12.5 Points)	Demonstrates no understanding of discussion board topic. (0 Points)