



NACM's Credit Administration Program Business Law Syllabus John Jaeger, CCE/Spring 2022

Purpose

This course provides students with a fundamental understanding of business law and the legal environment. This course provides a foundation of knowledge to advance to Credit Law.

Textbook

The text by Miller, *Business Law Today*, Comprehensive 13th edition, Cengage Learning, 2022 is used.

Class Schedule

This course will meet for 12 weeks. Each class session will be approximately three hours in duration.

Attendance

Students are expected to attend every class. However, under certain circumstances, up to two absences may be permitted. The student will be responsible for all material and assignments.

Class Participation

This class will be as participatory as possible. You will be called upon to answer questions or explain material. You may want to form groups to study, review and help each other in a cooperative learning experience. Part of your class participation will be completing any written assignments handed out or assigned by the instructor. This will count as 20% of your total grade.

Examinations

There are two exams, a mid-term and a final. They are not cumulative and are each worth 40% of your total grade.

Assignments

Assigned chapters are listed below. There will also be vocabulary words handed out. The student is responsible for all mandatory reading and turning in all written assignments. The questions and case problems will be discussed in class.

March 16:	Chapter 1 Chapter 2 Chapter 3 Questions and Case Problems 3-5, 3-8
March 23	Chapter 4 Questions and Case Problems 4-1, 4-8 Chapter 5 Questions and Case Problems 5-1, 5-4



March 30	Chapter 6 Questions and Case Problems 6-1, 6-4, 6-5 Chapter 7 Questions and Case Problems 7-6, 7-9
April 6	Chapter 8 Questions and Case Problems 8-1, 8-4, 8-6 Chapter 9 Questions and Case Problems 9-1, 9-3, 9-5, 9-9
April 13	Chapter 10 Questions and Case Problems 10-3, 10-7, 10-8 Review for Mid-term
April 20	Mid-term Exam and turn in Vocabulary for Chapters 1-10
April 27	Chapter 11 Questions and Case Problems 11-1, 11-4, 11-5 Chapter 12 Questions and Case Problems 12-1, 12-5, 12-7, 12-8
May 4	Chapter 13 Questions and Case Problems 13-4, 13-6 Chapter 14 Questions and Case Problems 14-2, 14-3
May 11	Chapter 15 Questions and Case Problems 15-1, 15-3, 15-4 Chapter 16 Questions and Case Problems 16-1, 16-2, 16-4, 16-6, 16-7, 16-8
May 18	Chapter 17 Questions and Case Problems 17-2, 17-3, 17-10 Chapter 18 Questions and Case Problems 18-1, 18-2, 18-3, 18-7, 18-8
May 25	Final Exam Review
June 1	Final Exam and turn in Vocabulary for Chapters 11-18

The vocabulary homework given out is part of the participation portion of the class and is important to understanding the chapters and passing the exams. The student is responsible for turning in vocabulary assignments.