



**Faculty of Liberal & Professional Studies
School of Administrative Studies**

**Elements of Law: Part One
AP/ADMS 2610 3.0 - SECTION P
Winter 2022
Friday, 11:30 am – 2:30 pm**

Course instructor(s): Poland Lai, Assistant Professor, Law, Governance and Accountability Poland.lai@yorku.ca

Times and locations: Friday, 11:30 am – 2:30 pm. Curtis Lecture Halls M

Technical requirements for taking the course: Students are expected to participate in the course. Students will need a computer and high-speed internet.

Here are some useful links for student computing information, resources and help:

- [Student Guide to Moodle/eclass](#)
- [Zoom@YorkU Best Practices](#)
- [Zoom@YorkU User Reference Guide](#)
- [Computing for Students Website](#)
- [Student Guide to eLearning at York University](#)

To determine Internet connection and speed, there are online tests, such as [Speedtest](#), that can be run.

Contents of this course outline

Organization of the Course	2
Expanded course description.....	4
Course Readings	4
Evaluation	5
Course Policies	6
Other Important Course Information for Students	12
Schedule of Readings and Activities	12
Summary of Assignments, Mid-Term and Final	17
Weekly Routine Suggested for ADMS 2610 Winter 2022 (In-Person Delivery)	18

All course materials, including this course outline, power points, recordings, examinations, etc. are copyright protected and should only be used by students enrolled in this course. As a student in this course, you may not publish, post on an Internet site, sell, or otherwise distribute any of this work. Commercial use of these materials is strictly prohibited.

Organization of the Course

This course includes both in-person and asynchronous elements. We will always meet as a group on Fridays starting at 11:30 am through an in-person session on campus and other learning activities. It is recommended to attend the weekly live sessions to help enhance your understanding and have the opportunity to engage, participate, and ask questions.

Additional learning activities will also take place on the course’s Moodle/eclass. You can complete those learning activities at your own pace, following the schedule of readings and activities.

Meeting / Activity	Day	Time	Description
Lecture	Friday	11:30 am – 2:30 pm	We will always meet in person unless specified by the instructor. There will be a short break. There will be other learning activities during our meeting time. For example, students may be asked to watch a pre-recorded video or break into small groups.
Virtual office hours	Wednesday	Start from 5:30 pm and will close at 6:00 pm if there are no students or the students present have no question.	Students are encouraged to drop-by (individually or as a group) during virtual office hours. Please see “Policies related to Zoom meetings” below.
Assignments and Learning activities on Connect via	To be completed asynchronously.		Students may be asked to review pre-recorded lectures and other learning activities. See the course’s Moodle/eclass.

Meeting / Activity	Day	Time	Description
the course's Moodle /eclass			Review course announcements on a regular basis.
Readings	Prior to each lecture (Friday)		The readings each week for the course will be quite heavy, but it is important that you take the time to do the readings prior to each lecture and not fall behind. This will help with one's understanding of the material presented during the lectures. See "Schedule of Readings and Activities" below.

Course webpage: Moodle/eclass

Moodle/eclass contains all the course material and announcements. The website contains this course outline and the following:

- Announcements on all important matters in the course. You should check these several times a week and especially before class in case there is a class cancellation
- Pre-recorded videos
- Lecture slides to print as course notes
- Link to Connect
- Exam information
- Information about practice problems.

Access to the course web site is restricted to students enrolled in the course. You will have to register and then log in with your York Passport account in the Moodle/eclass @York University link.

Virtual office hours: Wednesday, start from 5:30 pm and will close at 6:00 pm if there are no students or the students present have no question. If you need to speak to the course instructor and cannot log on to zoom between 5:30 and 6:00 pm on Wednesday because you have another class or tutorial or otherwise unavailable, please contact the course instructor to make an appointment. More information will be provided on Moodle/eclass.

Email Protocol

- Questions re course admin and grades: email the course instructor (email address listed above)
- Questions re computing issues: email York helpdesk (helpdesk@yorku.ca)
- Questions re textbook access: www.mcgrawhill.ca/support

AP/ADMS 2610 3.0 - SECTION P

It is essential that the following e-mail protocol be observed (this course does not check or use Moodle/eclass messaging or chat):

- E-mail from your York Computing E-mail Account (username@my.yorku.ca) under all circumstances. Email from Hotmail, gmail, yahoo or other sources might be recognized as spam and never reach the course instructor.
- On the subject line, provide the course number, your section number (e.g., Sect. S), student number, last and first names and a brief description of the purpose of your e-mail.
- To RECEIVE a response to your e-mail, you must include your Full Name, Student Number and section at the end of every email.
- If you are emailing for assistance with a mini-case problem or case problem, please provide your attempted answer.
- If your enquiry cannot be addressed via e-mail, the course instructor may ask you to drop by the virtual office hours.

Expanded course description

This course is intended to provide students with an introduction to the basic legal principles and frameworks that are necessary when one is operating within a business context. The course will introduce students to the fundamental building blocks of business law, contracts and torts (e.g., negligence). This will be followed by a discussion of the legal aspects of the different forms of business organization including: sole proprietorships; partnerships; and corporations. Other important areas of business law to be covered include: employment law; consumer law; competition law; environmental law; bailment; real estate law (including mortgages); as well as intellectual property. The course is not designed to turn students into lawyers, but to provide them with the basic knowledge and understanding of legal principles so that they are more fully aware of the legal implications of their actions in business and can more easily navigate within the Canadian legal system. Students will be asked to think critically about legal principles and their application in contemporary society.

Course objectives and learning outcomes:

- To have a basic understanding of the key legal concepts and principles that relate to business activity, whether as an owner, professional, employee, manager, executive, or director.
- To become more aware of the legal implications that can arise while engaged in business activity in order to know when to engage the assistance of a lawyer, as well as how to be a more informed and knowledgeable legal client.
- To develop critical decision-making skills via the application of concepts and legal principles to business cases.

Course Readings

AP/ADMS 2610 3.0 - SECTION P

The **required** text for the course is *Contemporary Canadian Business Law, Principles and Cases*, (2020) 12th Edition, J.A. Willes & J.H. Willes, McGraw-Hill Ryerson (“Textbook”) which is available in the York University Bookstore. Connect is mandatory.

It is unlikely that students will be able to receive a passing grade for this course without reading the textbook. There are many purchase options.

Evaluation

Assignment	Grade Weight	Date
1) Connect – Smartbook assignments (4 in total) (asynchronous)	8 %	On-going
2) Mid-Term Exam	34%	Week of February 28
3) Mandatory learning activities (4 in total) (asynchronous)	15%	On-going
4) Final Exam	43%	During the Final Exam Period
TOTAL	100%	

Connect- Smartbook questions: Marks may be earned by answering multiple choice questions. There will be four (4) assignments. More information will be provided.

Mid-Term: The Mid-term Exam will cover materials discussed during Weeks 1 through 5 of the course. The Mid-term exam will take place during week of February 28. It will consist of a series of short answers and case analysis questions. More information will be provided.

Mandatory learning activities (asynchronous): There will be four (4) mandatory learning activities on Connect via Moodle/eclass. They must be completed according to the specific timelines and instructions. They will be submitted to the course director. More information will be provided on Moodle/eclass.

Final Exam: The final exam is cumulative of all of the material assigned in the course, open book, and will take place during the final exam period. The exam period is from April 12 to 29. It is your responsibility as a student to ensure that you are available to sit for examinations during the entire exam period for the term corresponding to your course. We strongly recommend that you do **not** make any travel arrangements prior to the end of the term's examination schedule.

Note 1: There are **no** deviations from this published grading scheme. The most common

AP/ADMS 2610 3.0 - SECTION P

request is “If I do better on the final, can I count the midterm less?” The answer is no.... so plan on doing well on all assignments. It is essential that you write out a study plan that dedicates at least six hours a week of study on 2610 (in addition to the 3 hours of lecture).

Note 2: No two exams can ever be of equal difficulty. York requires that second year courses in honours professional programs be submitted with predetermined normal grade distributions. Accordingly, grades in this course will be adjusted up **or** down to conform to York requirements.

Note 3: Be smart and actually learn the material. Please use all the resources available in this course. You may be bombarded with flyers from outside “tutoring companies” that offer various services and products related to the completion of the assignments. You may or may not be required to pay for such services and products. Accessing or acceptance of such services and products – regardless of payments – may affect your ability in upholding the integrity of the academic experience.

Note 4: No student can miss the final exam and receive a passing grade in the course. Deferred status is available for authorized absence in the final exam. Students missing the final exam must satisfy all requirements of the Deferred Exam policy of the School of Administrative Studies (Deferred Standing Agreement).

Course Policies

All policies are subject to further changes.

The **Senate Grading Scheme and Feedback Policy** stipulates that (a) the grading scheme (i.e. kinds and weights of assignments, essays, exams, etc.) be announced, and be available in writing, within the first two weeks of class, and that, (b) under normal circumstances, graded feedback worth at least 15% of the final grade for Fall, Winter or Summer Term, and 30% for ‘full year’ courses offered in the Fall/Winter Term be received by students in all courses prior to the final withdrawal date from a course without receiving a grade (see the policy for exceptions to this aspect of the policy - <http://secretariat-policies.info.yorku.ca/policies/grading-scheme-and-feedback-policy/>)

Final course grades may be adjusted to conform to Program or Faculty grades distribution profiles.

An exam or term test worth more than 20% of the final grade may not be given during the final two weeks of classes.

Grading, Assignment Submission, Lateness Penalties and Missed Mid-term

Grading: The grading scheme for the course conforms to the 9-point grading system used in undergraduate programs at York (e.g., A+ = 9, A = 8, B+ = 7, C+ = 5, etc.). Assignments and tests* will bear either a letter grade designation or a corresponding number grade (e.g. A+ = 90 to 100, A = 80 to 90, B+ = 75 to 79, etc.)

AP/ADMS 2610 3.0 - SECTION P

(For a full description of York grading system see the York University Undergraduate Calendar - <https://calendars.students.yorku.ca/2021-2022/grades-and-grading-schemes>)

Assignment Submission: Proper academic performance depends on students doing their work not only well, but on time. Accordingly, assignments for this course must be received on the due date specified for the assignment.

Under no circumstances is the result of an examination changed once it is written. If you don't feel well, go to the doctor and do not open the online examination.

Lateness Penalty: Assignments received later than the due date will be penalized (one-half letter grade (1 grade point) per day that assignment is late). Exceptions to the lateness penalty for valid reasons such as illness, compassionate grounds, etc., may be entertained by the Course Instructor but will require supporting documentation (e.g., a doctor's letter). Assignments will not be accepted after four (4) days of the due date unless students have valid reasons.

Missed Mid-Term: Students with a documented reason for missing the mid-term, such as illness, compassionate grounds, etc., which is confirmed by supporting documentation (e.g., doctor's letter) may request accommodation from the Course Instructor. Students must submit their requests within 3 days of the scheduled mid-term. Students will be allowed to write a make-up mid-term at a later date. Further extensions or accommodation will require students to submit a formal petition to the Faculty.

If students miss the mid-term without a documented reason such as illness, compassionate grounds, etc., the weighting of the grades will be changed. The final will weight 63 %, the mid-term will weight 14 %. In other words, the students will get 0 out of 14% for the mid-term. Students will not be permitted to write the mark-up mid-term.

If students miss any of the Smartbook assignments or asynchronous Mandatory Learning Activities without documented reasons such as illness, compassionate grounds, etc, they will get 0 for that activity. The weighting of the final will not be changed.

In this course, we strive to maintain academic integrity to the highest extent possible. Please familiarize yourself with the meaning of academic integrity by completing SPARK's [Academic Integrity module](#) at the beginning of the course. Breaches of academic integrity range from cheating to plagiarism (i.e., the improper crediting of another's work, the representation of another's ideas as your own, etc.). All instances of academic dishonesty in this course will be reported to the appropriate university authorities, and can be punishable according to the [Senate Policy on Academic Honesty](#).

Please also see "Academic Integrity" below.

Missing the Final Exam

Deferred Exams: Deferred standing may be granted to students who are unable to write their final examination at the scheduled time or to submit their outstanding course work on the last day of classes. In order to apply for deferred standing, students must register at <http://apps.eso.yorku.ca/apps/adms/deferredexams.nsf>

Followed by handing in a completed Deferred Standing Agreement DSA form (if not temporarily suspended due to COVID-19) and supporting documentation directly to the main office of the School of Administrative Studies (282 Atkinson) and add your ticket number to the DSA form. The DSA and supporting documentation must be submitted no later than five (5) business days from the date of the exam. These requests will be considered on their merit and decisions will be made available by logging into the following link

<http://apps.eso.yorku.ca/apps/adms/deferredexams.nsf>.

No individualized communication will be sent by the School to the students (no letter or e-mails).

Students with approved DSA will be able to write their deferred examination during the School's deferred examination period(s). No further extensions of deferred exams shall be granted. The format and covered content of the deferred examination may be different from that of the originally scheduled examination. The deferred exam will be open book, cumulative and comprehensive and may include all subjects/topics of the textbook whether they have been covered in class or not.

Any request for deferred standing on medical grounds must include an Attending Physician's Statement form (if not temporarily suspended due to COVID-19); a "Doctor's Note" will not be accepted.

DSA Form: http://www.registrar.yorku.ca/pdf/deferred_standing_agreement.pdf

Attending Physician's Statement form: <https://secure.students.yorku.ca/pdf/attending-physicians-statement.pdf>

Under no circumstances is the result of an examination changed once it is written. If you don't feel well, go to the doctor and not to the examination site

Concerns with Marking

If you have any concern with the marking of your work, contact your course instructor in class or through email to have your concern addressed. Note, as there is a certain amount of judgment in marking, the entire exam or assignment may be re-marked, and the overall mark could go up, stay the same, or fall.

Reappraisals

Students may, with sufficient academic grounds, request that a final grade in a course be reappraised (which may mean the review of specific pieces of tangible work). Non-academic grounds are not relevant for grade reappraisals; in such cases, students are advised to petition to their home Faculty. Students are normally expected to first contact the course instructor to discuss the grade received and to request that their tangible work be reviewed. Tangible work

AP/ADMS 2610 3.0 - SECTION P

may include written, graphic, digitized, modeled, video recording or audio recording formats, but not oral work. Students need to be aware that a request for a grade reappraisal may result in the original grade being raised, lowered or confirmed. For reappraisal procedures and information, please visit the Office of the Registrar site at:

<http://myacademicrecord.students.yorku.ca/grade-reappraisal-policy>

Turnitin

To promote academic integrity in this course, students will be normally required to submit their written assignments to Turnitin (via the course Moodle/eclass) for a review of textual similarity and the detection of possible plagiarism. In so doing, students will allow their material to be included as source documents in the Turnitin.com reference database, where they will be used only for the purpose of detecting plagiarism. The terms that apply to the University's use of the Turnitin service are described on the [Turnitin.com website](#).

Intellectual Property Notice

All materials prepared for ADMS 2610 at York University are the intellectual property of Poland Lai unless otherwise stated. This can include but is not limited to the following material: lecture notes, handouts and recordings; assignment handouts and instructions; spoken and written presentations; audio and video recordings; PowerPoint slides; and questions and/or solution sets for assignments, quizzes, tests and final exams.

Course materials should only be used by students enrolled in this course. As a student in this course, you may not publish, post on an Internet site, sell, or otherwise distribute any of this work without the instructor's express permission. Unauthorized or commercial use of these materials is strictly prohibited. Third party copyrighted materials (such as book chapters, journal articles, music, videos, etc.) have either been licensed for use in this course, or fall under an exception or limitation in Canadian copyright law. Copying this material for distribution (e.g. uploading material to a commercial third-party website, or online sharing of course material with people outside of the course) may lead to a charge of misconduct under York's [Code of Student Rights and Responsibilities](#) and the [Senate Policy on Academic Honesty](#). In addition, you may face legal consequences for any violation of copyright law.

Accessibility

While all students are expected to satisfy the requirements of their program of study and to aspire to achieve excellence, the university recognizes that persons with disabilities may require reasonable accommodation to enable them to perform at their best. For more information about this policy, please refer to these guidelines and procedures: [Academic Accommodation for Students with Disabilities](#).

The university encourages students with disabilities to register with [Student Accessibility Services](#) to discuss their accommodation needs as early as possible in the term. An Accessibility Counsellor will help you establish recommended academic accommodations, which will then need to be communicated to your course instructor(s)

as necessary. **Please let the course instructor know as early as possible in the term if you anticipate requiring academic accommodation, so that your accommodation needs can be discussed and considered within the context of this course.**

Policies related to Zoom meetings

This course may involve the use of Zoom. Zoom is an online videoconferencing software that can be used to host lectures, tutorials or virtual office hours in real time.

Please note that Zoom is hosted on servers in the U.S. Zoom meeting content (e.g., video, audio and text chat) has been restricted to only pass through servers in Canada and US data centres; it will not pass through international data centres, such as those in China. Although it is not possible to exclude the US data centres at this time, Zoom is developing this functionality and will implement it as soon as possible. All audio, video, screen-sharing and text content will be encrypted in transit between your device and Zoom's servers, which will prevent unauthorized third parties from intercepting the content of your Zoom meeting. For more information, please visit [Zoom at YorkU](#).

Privacy

At the moment, the name you use with Zoom and metadata about how you use the application will be stored on servers outside of Canada. If you have privacy concerns, you can disable both audio and video. You can also provide only your first name or a nickname when you join a session. If you choose to rename yourself, please let the course instructor know immediately.

You can rename yourself in 4 easy steps.

1. After entering the Zoom meeting, click on the **Participants** icon at the bottom of the window.
2. Find your name in the **Participants** list on the right side of the Zoom window
3. Hover over your name and click the **Rename** button.
4. Enter the name that you would like to use in the Zoom meeting, and click **OK**.

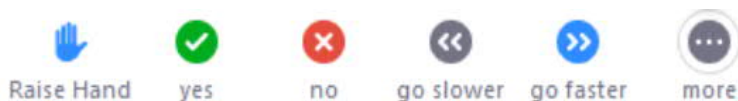
Please note that lectures and/or tutorial sessions may be recorded so that they can be made available to students who are not able to attend class. Zoom is configured in such a way that all participants will be automatically notified when a session is being recorded. In other words, a session cannot be recorded without you knowing about it. If you do not wish to be seen or heard during a recorded session, please keep your camera and/or microphone turned off.

Participation

The course instructor may enable you to ask questions through the chat panel. Inappropriate or disrespectful language in the chat panel will not be tolerated.

You may also participate through Zoom's nonverbal feedback features. These features can be accessed by clicking on the **Participants** icon at the bottom of the window.

Once the **Participants** sidebar is opened, you will see the option to **Raise Hand**. By clicking on **Raise Hand**, a blue hand will be raised. Please click on the **Raise Hand** button again to lower your hand once your question has been answered. You are tasked with using the various Zoom features in a responsible manner. The course instructor will reserve the right to remove anyone who does not behave accordingly.



Student conduct

Students, course instructors and staff have a joint responsibility to create and maintain a welcoming and inclusive learning environment. All students are expected to conduct themselves in accordance with the [Code of Student Rights and Responsibilities](#). Whether online or in-person, students and course instructors are expected to cultivate and sustain a professional relationship characterized by mutual respect and courtesy. In all classrooms, any [disruptive and/or harassing behaviour](#) will not be tolerated. To ensure that you adhere to the rules of the virtual classroom, please review what counts as proper 'netiquette' (the basic rules for communicating with others in online spaces) by consulting the [student guide to e-learning](#). **If you experience an inappropriate online incident that makes you feel unsafe or uncomfortable, please contact the course instructor immediately.**

Please respect the privacy of your peers and instructor. Never share private information about your peers and instructors without their permission. Remember, no aspect of this course should be recorded or distributed without everyone's consent.

Academic integrity

As a student at York University, you have a responsibility to not only understand, but also play an important part in upholding the integrity of the academic experience. The Faculty of Liberal Arts and Professional Studies at York University supports the International Center for Academic Integrity's [definition of academic integrity](#). That is, you will be committed to acting in all academic matters, even in the face of adversity, with honesty, trust, fairness, courage, respect and responsibility.

How can you demonstrate academic integrity in the completion of your course?

- Respect the ideas of others: Your course work should represent your own knowledge and ideas. You should not falsely claim credit for ideas that are not your own, by presenting another's work as yours. If you are quoting, paraphrasing, or summarizing another person's work in order to support your own ideas, identify the work and the author through proper citation practices. For more information about how to cite properly, use the [Student Papers and Academic Research Kit](#) (SPARK). You can improve your writing, research, and personal learning abilities through the [Learning Commons](#).

AP/ADMS 2610 3.0 - SECTION P

- Respect your peers: Know when you are allowed to collaborate. Ask your instructor about what group work entails when it comes to the sharing of work. In test situations and assignments, don't steal or give answers to your peers. Cheating and aiding in a breach of academic honesty are both against York University's academic honesty policy.
- Respect your course instructor(s): Understand what the instructors are asking of you in class, in assignments, and in exams. If you are unsure, ask your professor. The instructor is committed to making you feel supported, and want to assess you fairly and with integrity. Please do not submit the same piece of work for more than one course without your instructor's permission.
- Respect yourself: When you act with integrity, you know that your work is yours and yours alone. You do not allow others to impersonate you on tests and exams. You do not buy or otherwise obtain term papers or assignments. You do the work. As a result, you know that you *earned* the grades that you receive, so you can be proud of your York degree. By acting with integrity in your course work, you are also practising a valuable professional skill that is important in all workplaces.
- Take responsibility: If you have acted in an academically dishonest way, you can demonstrate courage and take responsibility for your mistake. You can admit your mistake to your course instructor as soon as possible.

Students who engage in academic dishonesty can be subject to disciplinary action under the [Senate Policy on Academic Honesty](#). Your lack of familiarity with the Senate Policy and Guidelines on Academic Honesty does not constitute a defence against their application. Some academic offences can also constitute offences under the Criminal Code of Canada, which means that you may also be subject to criminal charges.

Beware of the off-campus company handing out notices on campus for assistance with any component of this course. Please read and be familiar with York regulations on plagiarism. They are enforced scrupulously in this course. Copied solutions will be detected. This course uses sophisticated detection methods and you will be caught.

Other Important Course Information for Students

All students are expected to familiarize themselves with the following information, available on the Senate Committee on Academic Standards, Curriculum & Pedagogy webpage (see Reports, Initiatives, Documents) -

<https://secretariat.info.yorku.ca/files/CourseInformationForStudentsAugust2012-.pdf>

- Senate Policy on Academic Honesty and the Academic Integrity Website
- Ethics Review Process for research involving human participants
- Course requirement accommodation for students with disabilities, including physical, medical, systemic, learning and psychiatric disabilities
- Student Conduct Standards
- Religious Observance Accommodation

Schedule of Readings and Activities

AP/ADMS 2610 3.0 - SECTION P

Please note the following dates for the Fall term: Classes will start on January 12 and end on April 6. The Winter reading week is scheduled for February 19-25.

Session and date	Topics Covered	Readings
PART ONE: INTRODUCTION, CONTRACTS and TORTS		
Session 1 January 14: Introduction	<ul style="list-style-type: none"> • Overview of course content • Sources of law (Common law, Equity, Statute law) • Constitution • <i>Canadian Charter of Rights and Freedoms</i> • Judicial System • Civil Court Procedure • Administrative Tribunals • Alternative Dispute Resolution (ADR) • Legal Profession 	<i>Readings (Textbook):</i> <ul style="list-style-type: none"> • Chapter 1 • Chapter 2 • Chapter 3 (pp 58-60 "Government Regulation of Business" only)
Session 2 January 21: Contracts – Part 1	<ul style="list-style-type: none"> • Legal reasoning • The Elements of a Valid Contract and Intention to Create a Legal Relationship • Offer and Acceptance • The Requirement of Consideration • Quantum Meruit • Debtor-Creditor • The Legal Capacity to Contract and the Requirement of Legality • The Requirement of Form and Writing <p style="color: red; margin-top: 10px;">*Smartbook Assignment # 1 due before class.</p>	<i>Readings (Textbook):</i> <ul style="list-style-type: none"> • Chapter 7 • Chapter 8 • Chapter 9 (except pp 194 – 196) • Chapter 10
Session 3 January 28: Contracts – Part 2	<ul style="list-style-type: none"> • The Failure to Create an Enforceable Contract; Mistake, Misrepresentation and Undue Influence • The Extent of Contractual Rights; Privity; Assignment • The Performance of Contractual Obligations; Discharge • Breach of Contract and Remedies for Breach; Fundamental Breach; 	<i>Readings (Textbook):</i> <ul style="list-style-type: none"> • Chapter 11 • Chapter 12 • Chapter 13 • Chapter 14

Session and date	Topics Covered	Readings
	Remedies; Damages; Mitigation; Specific Performance; Enforcement of Judgments Smartbook Assignment # 2 due before class.	
Session 4 February 4: Torts and Professional Liability	<ul style="list-style-type: none"> • Intentional Torts • Business and Related Torts & Crimes • Unintentional Torts • Elements of the Tort of Negligence • Tort Defenses • Remedies *Mandatory Learning Activity # 1 due before class.	<i>Readings (Textbook):</i> <ul style="list-style-type: none"> • Chapter 4 • Chapter 5 •
PART 2: BUSINESS ORGANIZATION		
Session 5 February 11: Torts and Forms of Business Organiza – Part 1	<ul style="list-style-type: none"> • Tort: Professional Standards and Professional Obligations, Professional-Client Relationships • Sole Proprietorship • Partnership • Partnership Liability for Acts of Employees • Rights and Duties of Partners to One Another • Dissolution of Partnership, • Limited Partnership • Limited Liability Partnership 	<i>Readings (Textbook):</i> <ul style="list-style-type: none"> • Chapter 6 • Chapter 16
February 18 Session 6 Forms of Business Organization – Part 2	<ul style="list-style-type: none"> • Nature of a Corporation • Obtaining a Corporate Name • Methods of Incorporation • The Indoor Management Rule • Articles of Incorporation and the Incorporation Process • Shareholders' Agreements • Corporate Securities • Division of Corporate Powers • The Taxation of Corporations • Duties and Responsibilities of Directors 	<i>Readings (Textbook):</i> <ul style="list-style-type: none"> • Chapter 17

Session and date	Topics Covered	Readings
	<ul style="list-style-type: none"> • Director’s Liability and Defense of Due Diligence • Shareholders’ Rights • Purchase and Sale of a Corporation <p>Part of the class will be devoted to preparation for the final exam.</p> <p>Smartbook Assignment # 3 due before class.</p>	
February 25	Reading Week – No live lecture. No Virtual Office Hours	None.
March 4	Mid-Term No live lecture on March 4.	None.
PART 3: TOPICS IN BUSINESS LAW		
<p>March 11:</p> <p>Session 7</p> <p>Employment, Agency and Bailment</p>	<p>Employment Law:</p> <ul style="list-style-type: none"> • Contract of Employment, Dismissal and Wrongful Dismissal, Employer Misrepresentation, Employer Liability to Third parties, Employer Liability for Employee’s Injuries <p>Agency:</p> <ul style="list-style-type: none"> • Role of an Agent, Agency by Express Agreement, Duties of Parties, Agency by Conduct or Estoppel, Agency by Operation of Law, Ratification of contracts by the Principal, Agency Relationship <p>Bailment:</p> <ul style="list-style-type: none"> • Nature and Types of Bailment, Bailor-Bailee <p>Mandatory Learning Activity #2 due before class.</p>	<p><i>Readings (Textbook):</i></p> <ul style="list-style-type: none"> • Chapter 19 • Chapter 9 (pp 194 – 196) • Chapter 15 • Chapter 20
<p>Session 8</p> <p>March 18:</p> <p>Government regulation of businesses</p>	<p>Sale of Goods:</p> <ul style="list-style-type: none"> • Codification of the Law, Nature of a Contract of Sale, Contractual Duties, Remedies, Electronic Sale of Goods <p>Consumer Protection Legislation:</p> <ul style="list-style-type: none"> • Consumer Safety, Consumer Information, Consumer – Product Quality and Performance Protection, 	<p><i>Readings (Textbook):</i></p> <ul style="list-style-type: none"> • Chapter 21 • Chapter 27 • Chapter 32

Session and date	Topics Covered	Readings
	<p>Consumer Protection Related to Business Practices, Credit-Granting Consumer Protection, Credit Reporting Consumer Protection</p> <p>Restrictive Trade Practices:</p> <ul style="list-style-type: none"> • Mergers, Conspiracies and Combinations in Restraint of Trade, Offences Relating to promotion and advertisement of Products <p>Smartbook Assignment # 4 due before class.</p>	
<p>Session 9 March 25:</p> <p>Environmental Law & Real property</p>	<p>Environmental Law:</p> <ul style="list-style-type: none"> • Common Law, Environmental Legislation, “The Polluter Pays” Principle, Responsibility for Contamination <p>Real Property Law:</p> <ul style="list-style-type: none"> • Easements, Restrictive Covenants, Title to Land, Registration of Property Interests <p>Mortgages:</p> <ul style="list-style-type: none"> • Priorities, Rights and Duties of the Parties, Special Clauses, Discharge of Mortgage, Assignment, Sale of Mortgaged Property, Default: Foreclosure and Sale, Business Applications of Mortgage Security • Mandatory Learning Activity #3 due before class. 	<p><i>Readings (Textbook):</i></p> <ul style="list-style-type: none"> • Chapter 34 • Chapter 22 • Chapter 23
<p>Session 10 April 1:</p> <p>Real property (cont’d)</p> <p>Security for Debt and Negotiable Instruments</p>	<p>Leasehold Interests:</p> <ul style="list-style-type: none"> • the Creation of a Tenancy, Rights and Duties of the Landlord and the Tenant, Rights of the Landlord for Breach of the Lease, Rights of the Tenant for Breach of the Lease <p>Security for Debt:</p> <ul style="list-style-type: none"> • Forms, Statutory Protection for Creditor Security, Priorities 	<p><i>Readings (Textbook):</i></p> <ul style="list-style-type: none"> • Chapter 24 • Chapter 29 • Chapter 28

Session and date	Topics Covered	Readings
	<p>Negotiable Instruments:</p> <ul style="list-style-type: none"> Bills of Exchange, Cheques, Promissory Notes, Defences, Consumer Protection and Negotiable Instruments <p>Part of the class will be devoted to preparation for the final exam.</p> <p>Mandatory Learning Activity # 4 due before class.</p>	
<p>Session 11 April 8:</p> <p>Intellectual Property Law and International Business Law</p>	<p>Intellectual Property Law:</p> <ul style="list-style-type: none"> Patents, Trademarks, the Trademarks Act, Franchises, Copyright, the Copyright Act <p>International Business Law:</p> <ul style="list-style-type: none"> Importing and Exporting Goods to and from Canada, International Trade Regulation, International Trading Relationships and Contracts of Sale, International Trade Dispute Arbitration <p>Part of the class will be devoted to preparation for the final exam.</p>	<p><i>Readings (Textbook):</i></p> <ul style="list-style-type: none"> Chapter 26 Chapter 33

Summary of Assignments, Mid-Term and Final

Assignment	Available From	Due Date	Weight
Smartbook Assignment # 1	January 7, 2022	11:30 am., January 21, 2022	2%
Smartbook Assignment # 2	January 14, 2022	11:30 am., January 28, 2022	2%
Mandatory Learning Activity # 1	January 28, 2022	11:30 am., February 4, 2022	3%
Smartbook Assignment # 3	February 4, 2022	11:30 am., February 18, 2022	2%
Mid-term (students can write the timed mid-term anytime within a 48-hour	9 am., March 1, 2022	9 a.m., March 3, 2022	34%

Assignment window)	Available From	Due Date	Weight
Mandatory Activity # 2	March 4, 2022	11:30 am., March 11, 2022	4%
Smartbook Assignment # 4	March 4, 2022	11:30 am., March 18, 2022	2%
Mandatory Activity # 3	March 18, 2022	11:30 am., March 25, 2022	4%
Mandatory Activity # 4	March 25, 2022	11:30 am., April 1, 2022	4%
Final Exam	TBD	TBD	43%

Weekly Routine Suggested for ADMS 2610 Winter 2022 (In-Person Delivery)

Step 1: Preparation (5 to 6 hours)
<ol style="list-style-type: none"> 1) Check the course outline to identify the activities of the week. 2) Read the relevant chapters in the book to familiarize yourself with the topic. Take notes. Highlight terms or concepts that you do not understand. 3) Solve some of the end of chapter mini-case problems (available in the book).
Step 2: Identify the gaps in your knowledge and ask questions (3 to 6 hours)
<ol style="list-style-type: none"> 4) Attend your weekly class. The course instructor will present the highlights of the topics of the week, will do some activities (such as polls) and will take up some questions. Watch pre-recorded videos (if any) or other learning activities on Moodle/eclass. 5) Solve some end of chapter case problems (available in the book). 6) Participate in the Moodle/eclass forum discussions. You can consult the textbook and lecture notes in order to provide more meaningful comments. 7) Drop by during the virtual office hours to discuss any questions about the live lecture, readings, or case problems.
Step 3: Consolidate your knowledge (3 to 6 hours)
<ol style="list-style-type: none"> 8) Check the course outline to determine what learning activity is due next. Read the instructions and work on it according to the timelines specified. 9) Attend your weekly class and ask questions (when asking a question please open your camera and mic). 10) In preparation for exams make sure your device works and there is connectivity (unlimited attempts).

- 11) In preparation for exams and learning activities make sure you do not violate academic honesty policies.
- 12) After writing exams or completing learning activities check the answers and solutions to find out what needs improvement.

Step 4: Use the acquired new knowledge in future courses you will do in the BCom