
 FLORIDA ATLANTIC UNIVERSITY	COURSE CHANGE REQUEST Undergraduate Programs		UUPC Approval <u>2/24/25</u> UFS Approval _____ SCNS Submittal _____ Confirmed _____ Banner Posted _____ Catalog _____
	Department Accounting College Business		
Current Course Prefix and Number BUL 4421		Current Course Title Business Law 1	
Syllabus must be attached for ANY changes to current course details. See <u>Template</u> . Please consult and list departments that may be affected by the changes; attach documentation.			
Change title to: Change prefix From: _____ To: _____ Change course number From: _____ To: _____ Change credits* From: _____ To: _____ Change grading From: _____ To: _____ Change WAC/Gordon Rule status** Add <input type="checkbox"/> Remove <input type="checkbox"/> Change General Education Requirements*** Add <input type="checkbox"/> Remove <input type="checkbox"/> <small>*See <u>Definition of a Credit Hour</u>. **WAC/Gordon Rule criteria must be indicated in syllabus and approval attached to this form. See <u>WAC Guidelines</u>. ***GE criteria must be indicated in syllabus and approval attached to this form. See <u>Intellectual Foundations Guidelines</u>.</small>		Change description to: A survey course focusing on the legal aspects of business decision-making, including torts, contracts, and debtor/creditor law. The course provides students with an understanding of the role of legal rules and their impact on business. Students learn to analyze issues and appreciate the philosophy behind court decisions. Students may not receive credit for both BUL 4421 and BUL 4330. Change prerequisites/minimum grades to: Change corequisites to: Change registration controls to: Please list existing and new pre/corequisites, specify AND or OR and include minimum passing grade (default is D-).	
Effective Term/Year for Changes: Summer 2025		Terminate course? Effective Term/Year for Termination:	
Faculty Contact/Email/Phone Julia Higgs jhiggs@fau.edu 954-815-9396			
Approved by Department Chair _____ College Curriculum Chair _____ College Dean _____ UUPC Chair _____ Undergraduate Studies Dean _____ UFS President _____ Provost _____		Date <u>2-19-25</u> <u>2-16-25</u> <u>2/19/25</u> <u>2/24/25</u> <u>2/24/25</u> _____ _____	

Email this form and syllabus to mienning@fau.edu seven business days before the UUPC meeting.



BUL 4421 – Section 001
CRN 12186

Business Law 1

Tuesdays & Thursdays

9:00 AM – 10:20 AM

3 credits

Fall 2025

Prof. Richard Gendler

Professor Email: Rgendler@fau.edu

Office: Kaye Hall 146

Office hours: Remote and by Appointment

Telephone: 561-297-2628

Teaching Associate Sam Farkas

Teaching Associate Email Samfarkas@fau.edu

Teaching Associate

Sam Farkas, J.D

Email Samfarkas@fau.edu

***Students are encouraged to first email any questions, comments, or concerns to Teaching Associate. If Teaching Associate is not able to satisfy a student's inquiry or concern, the student is thereafter encouraged to email Professor.

Office Hours

The Professor plans on conducting office hours remotely but will accommodate in-person office hours upon request. Accordingly. Students must email Professor in advance if the student wishes to attend office hours in person to coordinate and confirm Professor's physical presence. In addition, student should email professor at least 24 hours in advance of their planned remote office hour attendance for Professor to provide an advance remote attendance link.

Course Description

A survey course focusing on the legal aspects of business decision-making, including torts, contracts, and debtor/creditor law. The course provides students with an understanding of the role of legal rules and their impact on business. Students learn to analyze issues and appreciate the philosophy behind court decisions. **Students may not receive credit for both BUL 4421 and BUL 4330.**

Instructional Method

This class is designated as “Video Stream” Class sessions will be streamed live and recorded live. Students will have the option of attending live class remotely and watching the recorded lectures at their convenience during week assigned

Prerequisites/Corequisites

Prerequisite: Junior standing. Three credits.

Course Objectives/Student Learning Outcomes

- * Develop knowledge of the law that applies to business including tort, contract, agency, business entities, securities, antitrust, property, debtor/creditor issues and regulations.
- * Understand the ethical implications of business decisions and practices in a business/professional environment.
- * Understand legal rules as they apply to business/professional decisions and practices.
- * Demonstrate analytical critical thinking by applying legal rules to hypothetical business scenarios.
- * Demonstrate analytical critical thinking by applying ethical principles to hypothetical business scenarios.

Required Academic Integrity Module

The School of Accounting has established the requirement to have students in upper division accounting, business law, and tax undergraduate courses complete an Academic Integrity Module each calendar year and provide the completion certificate to their instructors in each of their accounting and Business Law courses. The address for the Academic Integrity Module is <https://canvas.fau.edu/enroll/J6HH93>

Failure of a student to complete the academic integrity module by the deadline specified in this syllabus (see course topical outline below for deadline) may result, at professor's sole discretion, in a reduction of up to a full letter grade from student's final grade for the course.

Course Evaluation Method

Students will have a closed book and closed notes proctored mid-term exam, as well as a closed book and closed notes proctored final exam. Each will constitute 35% of your grade, subject to “Additional Course Policies,” below. Students will have an Ethics Assessment and Department Assessment that will each constitute 15% of your grade. Grades will be determined by a 100-point scale. **You must take all four tests to pass this course. Any missed test will result in a failing grade even if the sum value of points earned on exams taken would otherwise warrant a passing grade under grading scale.** The use of notes, books, electronics, calculators, phones and other devices are prohibited during the midterm and final exams. Minimum Passing Grade is a “C”. ***Failure of a student to complete the academic integrity module by the deadline specified in this syllabus (see course topical outline below for deadline) may result, at professor's sole discretion, in a reduction of up to a full letter grade from student's final grade for the course.***

Course Grading Scale

A = 93 – 100

A - = 90 – 92
B+ = 87 – 89
B = 83 – 86
B - = 80 – 82
C+ = 77 – 79
C = 70 – 76
D + = 67 – 69
D = 63 – 66
D- = 60 – 62
F = 59 or below

Minimum Passing Grade is a “C”.

College of Business Minimum Grade Policy Statement

The minimum grade for College of Business requirements is a “C”. This includes all courses that are a part of the pre-business foundation, business core, and major program. In addition, courses that are used to satisfy the university’s Writing Across the Curriculum and Gordon Rule math requirements also have a minimum grade requirement of a “C”. Course syllabi give individualized information about grading as it pertains to the individual classes.

Policy on Makeup Tests, Late Work, and Incompletes

Exams are to be taken when scheduled, with no make-up exams. Exceptions made for students who can demonstrate, at the Professor’s sole discretion, that they are unable to take the exam when scheduled due to participation in University-approved activities, including athletic or scholastics teams, musical and theatrical performances, and debate activities. Exceptions also made for students unable to take an exam when scheduled due to participating in a religious observance. Students however should be made aware prior to requesting a make sup exam, that students are provided with an extended period to take exams and thus the University-approved activity and/or the religious observance must leave the student without a reasonable amount of time to take the test within this period. What is deemed reasonable will be at the Professor’s sole discretion. ***Students that wait until the last day to take any required assignment/test assume the risk of encountering technical, work, or personal issues that may prevent them from completing any assignment/test. Students should be aware that the only justifications for not completing a required assignment/test during the available period are the justifications detailed in the syllabus (i.e., University approved activity and religious observance scheduling conflicts leaving students without reasonable time to complete an assignment during the entire available period).*** Grades of Incomplete (“I”) are reserved for students, at Professor’s sole discretion, who are passing a course but have not completed all the required work because of exceptional circumstances.

Online Proctored Midterm and Final Exam

The FAU College of Business has hired an outside company, Honorlock, to proctor your online closed book and closed notes Midterm exam and online closed book and closed notes Final exam. Honorlock is an online proctoring service that allows you to take your exam from the comfort of your home. Honorlock is available 24/7 all you need is a computer, webcam, and an internet connection. You do not need to create an account or schedule a time, Honorlock is very

simple! All you will need to do is log into Canvas and click on the quiz you need to take. You will be prompted to add the Honorlock Chrome Extension, which is required to take your exam. You are required to use Google Chrome as your browser. Then you will need to take a picture, show your ID, and scan your room. Honorlock will be recording you via webcam and they will be recording your screen. They also have an integrity algorithm that can detect search-engine use, so do not attempt to cheat or look up answers. Honorlock offers 24/7 customer service via phone and live-chat. When you enter your exam the live-chat will be on the bottom-right hand of your screen during the entire exam in case you need their tech support. Also, you can call their support line at (855) 828-4004.

It is required that you test your system prior to your exam. There will be a mandatory practice test using Honorlock prior to the midterm testing period. An announcement will be posted to Canvas and emailed to the class with the mandatory practice exam instructions prior to the midterm testing period.

Hardware requirements for taking the online proctored final exam include:

- A well-functioning computer.
 - A stable Internet connection. A hard line is better than WiFi.
 - A webcam.
 - Your FAU Owl Card (or another government-issued photo ID).
- Please read the “Remote Proctor NOW Quick Guide” for detailed information on setting up and taking online proctored exams:

A required non-graded practice exam must be taken at least a week before the Midterm and Final to allow you to familiarize yourself with the online proctoring system.

The specific time required to make up an incomplete grade is at the discretion of the instructor. However, the College of Business policy on the resolution of incomplete grades requires that all work required to satisfy an incomplete (“I”) grade must be completed within a period not exceeding one calendar year from the assignment of the incomplete grade. After one calendar year, the incomplete grade automatically becomes a failing (“F”) grade.

Attendance Policy

Although physical attendance is not possible, you are expected to watch all scheduled lectures and check Canvas announcements frequently. Students are expected to attend all their scheduled University classes and to satisfy all academic objectives as outlined by the instructor.

Students are responsible for arranging to make up work missed because of legitimate class absence, such as illness, family emergencies, military obligation, court-imposed legal obligations or participation in University-approved activities. Examples of University-approved reasons for absences include participating on an athletic or scholastic team, musical and theatrical performances and debate activities. It is the student’s responsibility to give the instructor notice prior to any anticipated absences and within a reasonable amount of time after an unanticipated absence, ordinarily by the next scheduled class meeting. Instructors must allow each student who is absent for a University-approved reason the opportunity to make up work missed without any reduction in the student’s final course grade as a direct result of such absence.

Counseling and Psychological Services (CAPS) Center

Life as a university student can be challenging physically, mentally and emotionally. Students who find stress negatively affecting their ability to achieve academic or personal goals may wish to consider utilizing FAU's Counseling and Psychological Services (CAPS) Center. CAPS provides FAU students a range of services – individual counseling, support meetings, and psychiatric services, to name a few – offered to help improve and maintain emotional well-being. For more information, go to <http://www.fau.edu/counseling/>

Disability Policy

In compliance with the Americans with Disabilities Act Amendments Act (ADAAA), students who require reasonable accommodations due to a disability to properly execute coursework must register with Student Accessibility Services (SAS) and follow all SAS procedures. SAS has offices across three of FAU's campuses – Boca Raton, Davie and Jupiter – however disability services are available for students on all campuses. For more information, please visit the SAS website at www.fau.edu/sas/.

Code of Academic Integrity

Students at Florida Atlantic University are expected to maintain the highest ethical standards. Academic dishonesty is considered a serious breach of these ethical standards, because it interferes with the university mission to provide a high-quality education in which no student enjoys an unfair advantage over any other. Academic dishonesty is also destructive of the university community, which is grounded in a system of mutual trust and places high value on personal integrity and individual responsibility. Harsh penalties are associated with academic dishonesty. For more information, see [University Regulation 4.001](#).

School of Accounting Policies

Students are responsible for School of Accounting policies available at <http://fau.edu/academic/registrar/FAUcatalog/business.php#accounting>.

These policies are an integral part of this syllabus.

Required Texts/Readings

Kubasek, Nancy; (2023) Dynamic Business Law (6th Ed.). McGraw-Hill

ISBN: 9781265368067 (combo package with access card & loose-leaf book) or 9781265291303 (printed access card).

Please note that there is only one text but two options (combo package or printed access card)

Disability / Accessibility Policy Statement

In compliance with the Americans with Disabilities Act Amendments Act (ADAAA), students who require reasonable accommodations due to a disability to properly execute coursework must register with Student Accessibility Services (SAS)—in Boca Raton, SU 133 (561-297-3880); in Davie, LA 131 (954-236-1222); or in Jupiter, SR 110 (561-799-8585) —and follow all SAS procedures. Their web site is: <https://fau.edu/sas>.

Religious Accommodation Policy Statement

In accordance with rules of the Florida Board of Education and Florida law, students have the right to reasonable accommodations from the University to observe religious practices, observances, and beliefs regarding admissions, registration, class attendance and the scheduling of examinations and work assignments.

For further information, please see FAU Regulation 2.007 at: [FAU Regulation 2.007](#).

University Approved Absence Policy Statement

In accordance with rules of the Florida Atlantic University, students have the right to reasonable accommodations to participate in University approved activities, including athletic or scholastics teams, musical and theatrical performances and debate activities. It is the student's responsibility to notify the course instructor at least one week prior to missing any course assignment.

GRADE APPEAL PROCESS

A student may request a review of the final course grade when s/he believes that one of the following conditions apply:

- There was a computational or recording error in the grading.
- Non-academic criteria were applied in the grading process.
- There was a gross violation of the instructor's own grading system.

The procedures for a grade appeal may be found in [Chapter 4 of the University Regulations](#).

DISRUPTIVE BEHAVIOR POLICY STATEMENT

Disruptive behavior is defined in the FAU Student Code of Conduct as “... *activities which interfere with the educational mission within classroom.*” Students who behave in the classroom such that the educational experiences of other students and/or the instructor's course objectives are disrupted are subject to disciplinary action. Such behavior impedes students' ability to learn or an instructor's ability to teach. Disruptive behavior may include but is not limited to: non-approved use of electronic devices (including cellular telephones); cursing or shouting at others in such a way as to be disruptive; or, other violations of an instructor's expectations for classroom conduct.

FACULTY RIGHTS AND RESPONSIBILITIES

Florida Atlantic University respects the right of instructors to teach and students to learn. Maintenance of these rights requires classroom conditions which do not impede their exercise. To ensure these rights, faculty members have the prerogative:

- To establish and implement academic standards
- To establish and enforce reasonable behavior standards in each class
- To refer disciplinary action to those students whose behavior may be judged to be disruptive under the Student Code of Conduct

Required technological skills:

- Basic Skills in computer use
- Access to the internet

- Basic Blackboard LMS skills
- Basic Skills for Office programs (word processing and presentation programs)

Required Software

- Microsoft 365 Suite [Link to download](#)
- Reliable web browser (recommended [Chrome](#) or [Firefox](#))
- Java – [Link to download](#) and/or [Link to verify Java](#) on your computer
- Adobe Flash Player: [Link to download](#)
- Mobile App: Instructions on how to download the Canvas App on an iOS device ([Link for iOS Instructions](#)) or Android device ([Link for Android instructions](#)).

Internet Connection

- Recommended: Broadband (high-speed) Internet connection with a speed of 4 Mbps or higher
- To function properly, Canvas requires a high-speed Internet connection (cable modem, DSL, satellite broadband, T1, etc.). The minimum Internet connection speed to access Canvas is a consistent 1.5 Mbps (megabits per second) or higher.
- To check your Internet speed, [click here](#).

Minimum Technical Skills Requirements

The general and course-specific technical skills a student must have to succeed in the course include but are not limited to:

1. Accessing Internet.
2. Using Canvas (including taking tests, attaching documents).
3. Using email with attachments.
4. Creating and submitting files in commonly used word processing program formats such as Microsoft Office Tools.
5. Copying and pasting functions.
6. Downloading and installing software.
7. Using presentation, graphics, and other programs.
8. Posting and commenting in an online discussion.
9. Searching the FAU library and websites.

Computer Requirement - Basic computer specifications for Canvas [Link to Specifications](#)

Operating System

- A computer that can run Mac OSX or Win 7.0 or higher.

Peripherals

- A backup option should be available to minimize the loss of work, such as an external hard drive, a USB drive, cloud storage, or your folder on the FAU servers.

Software

- Once logged in to Canvas, make sure your Internet browser is compatible.
- Other software may be required for specific learning modules. If so, the necessary links to download and install will be provided within the applicable module.

Technical Support

In the online environment, technical issues are always possible (e.g., lost connection, hardware

or software failure). Many of these occurrences can be resolved relatively quickly, but if you wait until the last minute before due dates, the chances of these glitches affecting your success are greatly increased; please plan appropriately. If a problem occurs, it is essential that you take immediate action to document the issue so your instructor can verify and take appropriate action to resolve the problem.

Most issues in Canvas can be resolved by clicking on the “Help” tab located on the menu bar.

Upon clicking the “Help” tab, you will be able to:

- Report a problem
- Search Canvas guides

Additional Technical Support

1. Contact the eLearning Success Advisor for assistance: 561-297-3590
2. If you can, take a Print Screen image of the monitor when the problem occurs. Save the image as a .jpg file. If you are unfamiliar with creating a Print Screen image, visit [Link to Print Screen Instructions](#).
3. Complete a Help Desk ticket ([Link to Help Desk](#)). Make sure you complete the form entirely and give a full description of your problem so the Help Desk staff will have the pertinent information in order to assist you properly. The process includes the following steps:
 - a. Select “Canvas (Student)” for the Ticket Type.
 - b. Input the Course ID.
 - c. In the Summary/Additional Details section, include your operating system, Internet browser, and Internet service provider (ISP).
 - d. Attach the Print Screen file, if available.
4. If you do not hear back from a Help Desk representative in a timely manner (48 hours), it is your responsibility to follow up with an appropriate staff member until a resolution is reached.
5. Once you have submitted a Help Desk Ticket, inform your instructor. Include all pertinent information of the incident (steps 3b-d above). Keep your instructor informed of the status.

Technical Problem Resolution Procedure

In the online environment, there is always a possibility of technical issues (e.g., lost connection, hardware or software failure). Many of these can be resolved relatively quickly, but if you wait until the last minute before due dates, the chances of these glitches affecting your success are greatly increased. Please plan appropriately. If a problem occurs, it is essential that you take immediate action to document the issue so your instructors can verify and take appropriate action to resolve the problem.

It is your responsibility to obtain the necessary information and skills to manage the hardware and software systems of this course. In addition, if your personal computer becomes unavailable for any reason, you are responsible for locating and operating other adequate computer resources to meet the course deadlines.

Remember, you can always go to any FAU computer lab to complete your work!

Click [here](#) to view a list of lab locations.

Recommended Browsers

Canvas supports the latest two versions of the most widely used browsers. We have learned that Canvas works better with Google Chrome and Mozilla Firefox than with Internet Explorer. If Internet Explorer is currently your only browser, consider installing Chrome or Firefox.

We highly recommend updating to the **newest version** of whatever browser you are using as well as updating to the most recent Flash plug-in.

For more details, see [Which Browsers Does Canvas Support?](#)

Getting Help

FAU has purchased Tier 1 support, provided by Canvas. What does this mean for you?

Canvas support is available **24/7, 365 days a year** in various forms. You can use the Canvas Guides to search for answers, call the support hotline to talk to a person, hit the chat link to message a Canvas support technician, or report an issue directly to Canvas.

You can access all of these help options by clicking on the **Help** link in the bottom-left corner of the Canvas window and then selecting your preferred method of assistance.

If you call FAU's Help Desk, please be sure to select the option for Canvas.

Questions about Assignments or Course Material

Make sure you read the entire syllabus and announcements. If you have questions about the assignments or course material, contact me through my Canvas Inbox.

The suggestions listed above have been noted by the Center of eLearning Department at FAU.

Course Topical Outline

***TENTATIVE OUTLINE/SCHEDULE – SUBJECT TO CHANGE BY PROFESSOR -
STUDENTS HAVE RESPONSIBILITY TO STAY INFORMED AND UP-TO-DATE ON
ASSIGNMENTS***

Week 1

Date

8/20

Assignment – Read Following Chapters

Ch. 1- An Introduction to Dynamic Business Law

8/22

Ch. 2 - Business Ethics

Week 2

Date

Assignment – Read Following Chapters

8/27 Ch. 3 - The U.S. Legal System

8/29 Ch. 4 - Alternative Dispute Resolution

Week 3

Date

9/3

Assignment - Mandatory Academic Integrity Module

Ch. 5 - Constitutional Principles

9/5

Ch. 7 - Crime and the Business Community

****** Mandatory Academic Integrity Module (Deadline Saturday, September 7th)**

Failure of a student to complete the academic integrity module during the deadline specified above may result, at professor's sole discretion, in a reduction of up to a full letter grade from student's final grade for the course

Students that wait until the last day to take any required assignment/test assume the risk of encountering technical, work, or personal issues that may prevent them from completing any assignment/test. Students should be aware that the only justifications for not completing a required assignment/test during the available period are the justifications detailed in the syllabus (i.e., University approved activity and religious observance scheduling conflicts leaving students without reasonable time to complete an assignment during the entire available period)

Week 4

Date

9/10

Assignment - Read Following Chapters

Ch. 8 - Tort Law

9/12

Ch. 9 - Negligence and Strict Liability

Week 5

Date

9/17

Ch. 12 – Intellectual Property

9/19

Ch. 13 - Introduction to Contracts

Week 6

Date

Assignment – Read Following Chapter, Midterm Review (No review for Ethics Assessment) & Mandatory Practice Exam

9/24

Ch. 14 – Agreement

9/26

Midterm Review (No review for Ethics Assessment)

****** Mandatory Practice Exam deadline Monday, September 30th**

Students that wait until the last day to take any required assignment/test assume the risk of encountering technical, work, or personal issues that may prevent them from completing any assignment/test. Students should be aware that the only justifications for not completing a required assignment/test during the available period are the justifications detailed in the syllabus (i.e., University approved activity and religious observance scheduling conflicts leaving students without reasonable time to complete an assignment during the entire available period)

Week 7

Date

Assignment - Take Midterm & Ethics Assessment

10/1

No Class – Midterm Exam & Ethics Assessment Period

10/3

No Class – Midterm Exam & Ethics Assessment Period

Midterm Exam

Ethics Assessment

1. Midterm will cover chapters 1, 2, 3, 4, 5, 7, 8, 9, & 12
2. **The Midterm will be available for access from Tuesday October 1st at 6 PM through Sunday October 6th (deadline on October 6th is 6:00 PM EST).**
3. You must use online proctoring for Midterm – See Syllabus for details!
4. **Midterm is closed book and closed notes.**
5. The Ethics Assessment will cover chapter 2
6. **The Ethics Assessment must also be from Tuesday October 1st at 6 PM through Sunday October 6th at 6 PM (deadline on October 6th is 6:00 PM EST).**

7. You can take Ethics Assessment online anywhere Via Canvas in the “Quizzes” tab (no online proctoring for Ethics Assessment).
You must take both the Midterm and Ethics Exam within the exam period. You cannot pass course without taking both exams

Students that wait until the last day to take any required assignment/test assume the risk of encountering technical, work, or personal issues that may prevent them from completing any assignment/test. Students should be aware that the only justifications for not completing a required assignment/test during the available period are the justifications detailed in the syllabus (i.e., University approved activity and religious observance scheduling conflicts leaving students without reasonable time to complete an assignment during the entire available period)

Week 8

<u>Date</u>	<u>Assignment - Read Following Chapters</u>
10/8	Ch. 15 - Consideration

10/10	Ch. 16 - Capacity and Legality
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Week 9

<u>Date</u>	<u>Assignment - Read Following Chapters</u>
10/15	Ch. 17 - Legal Assent

10/17	Ch. 18 - Contracts in Writing
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Week 10

<u>Date</u>	<u>Assignment - Read Following Chapters</u>
10/22	Ch. 19 - Third-Party Rights to Contracts Part #1

10/24	Ch. 19 - Third-Party Rights to Contracts Part #2
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Week 11

<u>Date</u>	<u>Assignment - Read Following Chapters</u>
10/29	Ch. 20 - Discharge and Remedies Part #1

10/31	Ch. 20 - Discharge and Remedies Part #2
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Week 12

<u>Date</u>	<u>Assignment - Read Following Chapters</u>
11/5	Ch. 50 – Landlord Tenant Law

11/7	Ch. 51 - Insurance Law
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Week 13

<u>Date</u>	<u>Assignment</u> - Read Following Chapters
11/11	Ch. 32 – Bankruptcy and Reorganization Part #1
11/13	Ch. 32 – Bankruptcy and Reorganization Part #2

Week 14

<u>Date</u>	<u>Assignment</u> -
11/20	Final Exam Review Part 2
11/21	Final Exam Review Part 2

Week 15 **Assignment - Final Exam Review (No Review for Department Assessment)**

<u>Date</u>	
11/26	No Class – Thanksgiving Week
11/28	No Class – Thanksgiving Week

Week 16 **Assignment – Take Final Exam & Department Assessment**

<u>Date</u>	
12/3	No Class – Reading Day
12/5	No Class – Reading Day

1. Final will cover chapters 13 – 20, 32, 50 & 51.
2. **Final will be available for access from Thursday, December 5th at 6 PM through Saturday, December 7th at 6:00 0 PM (deadline on December 7th is 6:00 PM EST).**
3. You must use online proctoring for Final – See Syllabus for details!
4. **Final is closed book and closed notes.**
5. The Department Assessment may cover any material covered in course (i.e., cumulative)
6. **The Department Assessment must also be taken from Thursday, December 5th at 6 PM through Saturday, December 7th at 6:00 PM (deadline on December 7th is 6:00 PM EST).**
7. You take the Department Assessment online anywhere via Canvas in the “Quizzes” tab (no proctoring for Department Assessment).

You must take both the Final Exam and Department Assessment within the exam period. You cannot pass course without taking both exams

Students that wait until the last day to take any required assignment/test assume the risk of encountering technical, work, or personal issues that may prevent them from completing any assignment/test. Students should be aware that the only

justifications for not completing a required assignment/test during the available period are the justifications detailed in the syllabus (i.e., University approved activity and religious observance scheduling conflicts leaving students without reasonable time to complete an assignment during the entire available period)