Welcome Students!

Welcome to Bus 211, Business Law, an online course at College of the Canyons! My name is Susan Gilbert, and I am your instructor for this course. Please read this Orientation Letter and the Syllabus thoroughly, and pay special attention to instructions for logging on to Canvas. If you have any questions regarding this course, including the information contained in the Syllabus, you can email me at Susan.Gilbert@canyons.edu. Please allow up to two (2) business days for a response to your email.

A Little Bit About Your Professor:

To break the ice, and to make everyone feel more at ease, I find it helpful to introduce myself and provide a brief biography to new students. I live in three different worlds: law, teaching, and music. I have a Juris Doctor (J.D.) from the University of La Verne Law School. I have been a practicing attorney for over twenty years in the fields of business, business negotiation, litigation, contracts, torts, estate planning, and government administration. Music is in my family (my father was a jazz musician and my son is also a musician), and when I’m not looking up the law or teaching, you can find me playing electric guitar and bass in a rock/punk band called Crinoline 😊 I have been a resident of the Santa Clarita Valley for many years and have raised my family in this community. I am the proud pet parent of two cats, an Egyptian Mau named Leo (he’s 20 lbs – a big guy) and a Domestic Shorthair called Cesar (he’s 5 lbs on a good day). Leo loves paper and has been known to put teeth marks in homework assignments when I’m not looking. 😊

Overview of Business 211 (Business Law):

This course is an introduction to the world of the law and how the law affects and impacts business. The goal of this course is to provide students with a basic understanding of the law and how it relates to business, including, but not limited to, the following subject areas: Constitutional law, torts, product liability, warranties, criminal law, intellectual property, contracts, agency, business entities, and employment discrimination. As your instructor, I want all of you to succeed and thrive in this course. This class is challenging and you will be required to put in the necessary work to succeed, but in return you will gain legal knowledge and learn new critical thinking skills that are applicable not only to the business world but to other disciplines as well.

Please note the due dates of assignments, discussion boards, exams, and any other assignments are found under the section called “Assignments” on this course’s Canvas website. Also, please check in regularly – at least twice a week - to this course’s Canvas website for weekly announcements.
Attendance/Participation/Self-Discipline:

Since this is an online course, and not a traditional class, please do not be lulled into a false sense of security and think this is an easy class. On the contrary, this is a challenging course! Even though we don’t meet in a traditional classroom, nevertheless, you must participate and have a lot of self-discipline and self-motivation to successfully complete this course. This means that you can’t sit back, do next to nothing, and expect a good grade. Grades are based on merit and performance, not on a sense of entitlement. If hard work, participation, and self-discipline don’t appeal to you, then you should drop this online course.

Please note that participation is very important to your success in this course. Participation means logging on to the course’s Canvas site at least twice a week to view textbook assignments, discussion board topics, written assignments, and exam deadlines, etc. This is a college course, and it is not my responsibility to baby-sit students. This means that you are responsible for keeping track of and abiding by all due dates and deadlines.

Textbook and Other Sources

You will need one book for this course, Business Law Today, 11th Edition, Comprehensive Edition, Text and Cases, by Roger Leroy Miller. Without the book, your success in this class will be severely impaired. All of the individual homework and team assignments are assigned from this textbook.

A Word About Technology:

Technology can be our friend or our enemy, depending upon how you look at it. Since this is a hybrid course, you will be using your computer most of the time, so you will need to be “friends” with your computer. You must have the following technology for this course:

1. a reliable computer with reliable Internet access – this cannot be stressed enough!
2. a valid and up-to-date email address that is checked regularly, i.e., at least every other day – very, very important; and,
3. a good browser, such as Internet Explorer, Google Chrome, etc.

You don’t need to be a computer wizard to be able to complete this course, but if you are a newcomer to the technology used in online courses, you can get technical assistance for Canvas through College of the Canyon’s support desk. If you are not familiar with how to navigate Canvas, or are not familiar with the features and tools of Canvas, you can view the tutorials made available by the technical support desk at College of the Canyons.

Now the Big Question: Can You Handle an Online Course?

Online courses can be very rewarding because they provide flexibility and an educational
opportunity for those who may not be able to attend a traditional college class.

**However, an online course is a double-edged sword: while the flexibility and convenience is great, it won’t be a good experience if you are not self-disciplined or self-motivated, don’t have good time management skills, don’t do the assigned work, and don’t pay attention to instructions.** As noted above, just because this is an online course doesn’t mean it will be easy. If you are not disciplined, don’t complete assignments, miss deadlines, don’t follow instructions, or have difficulty managing your time, then this course is NOT for you – you will be more likely to succeed in a traditional college class.

Also, please note that your instructor does not tolerate excuses or negative attitudes, such as self-entitlement or balking at the amount of work assigned. These mindsets are obstacles to a student’s ability to learn and succeed, not only in college, but in life in general.

**And Away We Go!**

So you’ve come this far in the Orientation Letter and have not been scared off…great! I hope you find this course to be insightful and practical in your future career in business. If you have any questions about this course throughout the semester, please contact me at the email address listed above.

Let the fascinating world of business law open up to you! 😊

Sincerely,

Professor Susan Gilbert, J.D., Esq.
School of business
College of the Canyons