

DE ANZA COLLEGE BUSINESS DEPARTMENT
BUSINESS AND SOCIETY
Winter 2019

Also known as **Business 21, section 63Z**
INSTRUCTOR: BYRON LILLY

Student Learning Outcome Statements (SLO)

- Student Learning Outcome: Recognize the essential vocabulary of business ethics, corporate social responsibility, and business lobbying, be able to match that vocabulary with its definitions, and be able to employ that vocabulary correctly in a written composition.
- Student Learning Outcome: Discuss and evaluate the meaning of business ethics, the major sources of ethical values in business, business ethics in other cultures, and factors that influence managerial ethics.
- Student Learning Outcome: Examine and assess the role of government in regulating business, the history of government regulation of business from the Industrial Revolution to the present, and the influence of business on the political process.

Required Materials:

- **Textbook:** **Selected Materials from Business, Government, and Society: A Managerial Perspective, Text and Cases**, a McGraw-Hill **custom textbook** created expressly for De Anza College. Physical textbook: ISBN 978-1-12-154293-8. E-book: ISBN 978-1-12-161708-7.
- **Alternate textbook:** Alternatively, you could use **Business, Government, and Society: A Managerial Perspective, Text and Cases, Thirteenth Edition**, by John F. Steiner and George A. Steiner, 2012. ISBN 978-0-07-811267-2. This will work just as well as the custom textbook, but it's probably more expensive.
- **Second Alternate Textbook:** Online textbook. The preceding two options are physical textbooks. If you would prefer an online textbook, visit <https://create.mheducation.com/shop/#/catalog/details/?isbn=9781121617087>. The cost for this online textbook is \$77.70.

Course Requirements:

- **Access to the Internet/Getting Started:** Access to the Internet is required for this class. This class is offered only through **Canvas**. Canvas can be accessed from the Student tab in MyPortal, or by going to <https://deanza.instructure.com> and using your MyPortal credentials to log in.
- **Orientation videos:** You will find a collection of orientation videos inside the course website in Canvas, near the top of the page, grouped under the heading "Course Syllabus and Orientation Videos." It is really important that you watch these videos. They will explain how you earn points in the class, and how and why to make a solid and timely start in the class.
- **Attendance:** It is very important that each student understand and comply with the attendance policy in this class, as **once a student is dropped for inadequate attendance, I will not add be able to them back to the class**. The attendance requirement for this class is that each student must earn at least 65% of the points possible in the class by the end of each of the first seven weeks of the class. Here are the seven minimum point thresholds each student must meet to avoid being dropped from this class for inadequate attendance:

Attendance Checkpoint	Minimum points needed
Sunday, Jan. 13, 2019	170
Sunday, Jan. 20, 2019	320
Sunday, Jan. 27, 2019	430
Sunday, Feb. 3, 2019	510
Sunday, Feb. 10, 2019	600
Sunday, Feb. 17, 2019	720
Sunday, Feb. 24, 2019	800

- **Required Reading, Online Lectures, and Online Quizzes:** The **online quizzes** are where you will earn 92% of your points in this class. They are due in eleven batches. Each batch is due on a **Sunday night** at 11:55 pm. These quizzes may be taken **up to one week late**, but a **lateness penalty of 4% per full or partial day** will be assessed against late quizzes. **Quizzes not completed within one week of their due date cannot be completed at all.** You will earn zero points for them.
- **Final Examination:** The comprehensive online final examination is worth the remaining 8% of the student's course grade. **Warning:** The final exam is due on a **Thursday night, not a Sunday**. Specifically, it is due at 11:55 pm **Thursday, Dec. 13**. Further information can be found by reading the note "About the Final Exam" in the Final Exam assignment group at the bottom of our course website in Canvas.

Grading Policy:

Each student's course grade will be determined by the percentage of the total points possible in the class earned by that student in the current quarter:

% of Points Earned	Letter grade
99-100%	A+
92-98%	A
90-91%	A-
88-89%	B+
82-87%	B
80-81%	B-
78-79%	C+
70-77%	C
67-69%	D+
58-66%	D
55-57%	D-
Below 55%	F

Academic Integrity Policy:

All online work must be performed individually. You are welcome to study or discuss the assigned chapters

in the textbook or the lectures with others if you like, but students who assist others on an online *exam or quiz*, or who accept the assistance of others, have **cheated**. If I become aware that a student has cheated, that student will receive a **failing grade** on any and all assignments I have reason to believe they cheated on, **and** their **names** will be reported to the **Dean of Student Affairs** at De Anza College for possible further disciplinary action, up to and including suspension from De Anza College for a period of up to three years.

Optional Website:

The authors of the textbook maintain a website that they call the “Student Online Learning Center” containing a 10 question practice quiz for each chapter in the text. While you cannot earn any points for completing these quizzes, you may find them useful in preparing you to do well on the required online quizzes and/or the final exam in this class. You will find this website at: http://highered.mcgraw-hill.com/sites/0078112672/student_view0/index.html

You are responsible for dropping yourself if you do not want to finish the class:

- **Late drops are not permitted:** If you meet the minimum attendance requirements listed earlier, you will not be dropped from the class by me, even if you stop attending the class. This could result in you getting an F in the class. Therefore, if you fall behind on the work (for example, you miss an entire week’s worth of assignments) and do not want to finish the class, **you should drop yourself from the class in MyPortal**. The final deadline for dropping this class is **Friday, March 1**. Alternatively, I could drop you at your request, but you would have to ask me to do that **via email by 11:55pm Thursday, February 28**.

Important dates to remember (all dates are in 2019):

Wednesday, Jan. 9 – Recommended date by which you should read this course syllabus, watch the orientation videos available in Canvas, and begin the first assignment.

Sunday, Jan. 13 – All chapter 1 quizzes are due by **11:55 pm** on this date.

Sunday, Jan. 20 – All chapter 2 quizzes are due by **11:55 pm** on this date. Also, this is the last day to drop this class with no grade of record.

Sunday, Jan. 27 – All chapter 3 quizzes are due by **11:55 pm** on this date.

Sunday, Feb. 3 – All chapter 4 quizzes are due by **11:55 pm** on this date.

Sunday, Feb. 10 – All chapter 5 quizzes are due by **11:55 pm** on this date.

Sunday, Feb. 17 – All chapter 6 quizzes are due by **11:55 pm** on this date.

Sunday, Feb. 24 – All chapter 7 quizzes are due by **11:55 pm** on this date.

Friday, Mar. 1 – Last day to drop this course (will result in a W appearing on your transcript, which stands for “W”ithdrew from class, if done later than Sunday, Jan. 20.)

Sunday, Mar. 3 – All chapter 8 quizzes are due by **11:55 pm** on this date.

Sunday, Mar. 10 – All chapter 9 quizzes are due by **11:55 pm** on this date.

Sunday, Mar. 17 – All chapter 10 quizzes are due by **11:55 pm** on this date.

Sunday, Mar. 24 – All chapter 11 quizzes are due by **11:55 pm** on this date.

Thursday, Mar. 28 – The final exam is due by **11:55 pm** on this date.

Contacting the instructor:

Office hours: Monday-Thursday 12:30-1:20pm. Other times by appointment.

Office location: Building F4, room F41F

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