



	<p>During the first class, we will discuss how to outline each chapter to organize the material to make it easily available during the quiz and exams.</p>
<p><b>Policy Statements: University Policies</b></p>	<p>University policies are provided in the current course catalog and course schedules. They are also available on the university website. This class is governed by the university's published policies. The following policies are of particular interest:</p> <p><b>Academic Honesty</b> The university is committed to high standards of academic honesty. Students will be held responsible for violations of these standards. Please refer to the university's academic honesty policies for a definition of academic dishonesty and potential disciplinary actions associated with it.</p> <p><b>Drops and Withdrawals</b> Please be aware that, should you choose to drop or withdraw from this course, the date on which you notify the university of your decision will determine the amount of tuition refund you receive. Please refer to the university policies on drops and withdrawals (published elsewhere) to find out what the deadlines are for dropping a course with a full refund and for withdrawing from a course with a partial refund.</p> <p><b>Special Services</b> If you need accommodations for a disability, please let the instructor know at the beginning of the course so that they can be provided.</p> <p><b>Disturbances</b> Since every student is entitled to full participation in class without interruption, disruption of class by inconsiderate behavior is not acceptable. Students are expected to treat the instructor and other students with dignity and respect, especially in cases where a diversity of opinion arises. Students who engage in disruptive behavior are subject to disciplinary action, including removal from the course</p>
<p><b>Course Policies</b></p>	<p>Attendance is crucial to your success in this course, as much of class time is spent discussing and expanding on the readings. An unexcused absence results in a 5-point deduction on your final grade.</p> <p>The schedule below presents an approximate expectation of course progress. The instructor reserves the right to change the schedule if the needs of the class dictate. All such changes will be announced in class.</p>
<p><b>Weekly Schedule</b></p>	<p>Pre-Assignment for Week 1</p> <ul style="list-style-type: none"> <li>• Read chapters 23 and 24</li> </ul>

Week 1	<p>Topics:</p> <ul style="list-style-type: none"> <li>• Basic concepts of commercial paper</li> <li>• Negotiability and transfer</li> <li>• Holder in Due Course and Defenses</li> </ul> <p>Assignment for Week 2:</p> <ul style="list-style-type: none"> <li>• Read Chapter 25</li> </ul>
Week 2	<p>Topics:</p> <ul style="list-style-type: none"> <li>• Liability of parties on negotiable instruments</li> <li>• Begin discussion of checks and bank/depositor relationship.</li> </ul> <p>Assignment for Week 3:</p> <ul style="list-style-type: none"> <li>• Read Chapters 29 and 30</li> <li>• Prepare for quiz on Chapters 23-25</li> </ul>
Week 3	<p>Topics:</p> <ul style="list-style-type: none"> <li>• Electronic transfers and the Federal Reserve System</li> <li>• Agency: Nature, Creation, and Liability</li> </ul> <p>Assignment for Week 4:</p> <ul style="list-style-type: none"> <li>• Read Chapter 32</li> <li>• Prepare for midterm exam on Chapters 23-25 and 29-30.</li> </ul>
Week 4	<p>Topics:</p> <ul style="list-style-type: none"> <li>• Creation of Partnerships, partnership agreements</li> <li>• Operating a partnership; liability; termination</li> <li>• Midterm exam</li> </ul> <p>Assignment for Week 5:</p> <ul style="list-style-type: none"> <li>• Read Chapters 33 and 34</li> </ul>
Week 5	<p>Topics:</p> <ul style="list-style-type: none"> <li>• Limited Partnerships and Limited Liability Partnerships</li> <li>• Limited Liability Companies</li> </ul> <p>Assignment for Week 6:</p> <ul style="list-style-type: none"> <li>• Read Chapters 35 and 36</li> </ul>
Week 6	<p>Topics:</p> <ul style="list-style-type: none"> <li>• Corporations: Formation and Financing</li> <li>• Corporate Management: Directors, Officers, Shareholders</li> </ul> <p>Assignment for Week 7:</p> <ul style="list-style-type: none"> <li>• Read Chapter 37</li> </ul>
Week 7	<p>Topics:</p> <ul style="list-style-type: none"> <li>• Corporate Merger, Consolidation, Termination.</li> <li>• Ethical/Legal Responsibilities of Corporate Managers</li> <li>• Employment Law</li> </ul> <p>Assignment for Week 8:</p> <ul style="list-style-type: none"> <li>• Prepare for Final Exam on Chapters 33-37</li> </ul>

	Week 8	Topics: <ul style="list-style-type: none"><li>• General interest topics: Real Estate, Wills, Estates</li><li>• Final exam.</li></ul>
<b>Additional Information</b>	None	