ACC 370

PROFESSIONAL RESPONSIBILITIES AND BUSINESS LAW

COURSE SYLLABUS

DEPAUL UNIVERSITY

INSTRUCTOR:  Eileen Marutzky
E-MAIL:  emarutzk@depaul.edu
PHONE:  312-925-4607
OFFICE HOURS BY APPOINTMENT

POLICIES:

1. **Students are required to attend each class.** Absences will be noted and may reduce the final course grade.
2. **Students are expected to be prepared for each class.** Lack of preparation will be noted and may reduce the final course grade.
3. There will be two exams for the course. The questions will cover materials from class discussions, reading assignments and handout material. There are no makeup exams.
4. All cell phones must be turned OFF during class or final grade will be reduced by a letter grade.

INSTRUCTIONAL METHOD:

1. A schedule of the assigned reading topics from the textbook is attached.
2. Students will be expected to have a basic understanding of the materials prior to the class period from the textbook materials and other selected supplemental materials.
3. The class period will consist of lecture and student recital varying in mixed degrees. When called upon for recital, students will be permitted to refer to their notes, etc.
4. Students will be expected to have prepared answers for the homework problems at the end of each chapter before class and be able to participate in a discussion. Solutions will be available.

GRADE DETERMINATION:

1. There will be two exams given during the course, each 48% of the grade.
2. The materials covered by the exams will be found in the casebook, assigned supplemental readings and lecture notes.
3. **Attendance and preparation/participation** will affect the final grade.
4. No materials, references or other items of assistance may be used during the exams.
5. In order to receive a grade of “incomplete” the student must be passing the course.
6. Academic dishonesty will result in failure and/or disciplinary action, including dismissal.
7. The following scale will be used to assign grades:

<table>
<thead>
<tr>
<th>Score Range</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>93+</td>
<td>A</td>
</tr>
<tr>
<td>90-92</td>
<td>A-</td>
</tr>
<tr>
<td>87-89</td>
<td>B+</td>
</tr>
<tr>
<td>83-86</td>
<td>B</td>
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<tr>
<td>78-85</td>
<td>B-</td>
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<tr>
<td>77-79</td>
<td>C+</td>
</tr>
<tr>
<td>73-76</td>
<td>C</td>
</tr>
<tr>
<td>67-72</td>
<td>C-</td>
</tr>
<tr>
<td>60-66</td>
<td>D</td>
</tr>
<tr>
<td>Below 60</td>
<td>F</td>
</tr>
</tbody>
</table>

REQUIRED READING:

