



1. General Course Information

1.1 Course Details

Course Code:	2110AFE
Course Name:	Business & Company Law
Trimester:	Trimester 1, 2022
Program:	Associate Degree in Commerce & Business
Credit Points:	10
Course Coordinator:	Mark Magner
Document modified:	1 March 2022

Course Description

Assumed Knowledge

1.2 Teaching Team

Your teacher/s can be contacted via email as below:

You will also find their email in the Teacher's tile on your Course Site.

Name	Email
Mark Magner	mark.magner@staff.griffithcollege.edu.au

1.3 Meet with your teacher

Your teacher is available each week to meet outside of normal class times. This is called consultation. Times that your teacher will be available for consultation will be found on the Teacher's tile on your Course Site.

1.4 Timetable

Your timetable is available on the Griffith College Digital Campus at My Apps, Timetable.

1.5 Technical Specifications

All students must have access to a computer or suitable mobile device such as desktop, laptop, or tablet. In addition, up-to-date browser access, a reliable high-speed internet connection with enough upload and download capacity, a webcam and headset including microphone are needed.

2. Aims, Outcomes & Generic Skills

2.1 Course Aims

This course aims to provide students with:

1. An overview of the Australian courts and the legal system;
2. A working knowledge of contract law, the tort of negligence, consumer protection, company law, anti-discrimination law, employment law and partnership law;
3. The skills necessary to answer legal problems in contract law, the tort of negligence, consumer protection, company law, anti-discrimination law, employment law and partnership law;
4. The foundational knowledge to proceed with future law courses such as Company Law, Law of Finance and Revenue Law Theory and Policy.



2.2 Learning Outcomes

After successfully completing this course you should be able to:

1. Identify the various components of the Australian legal system;
2. Interpret the key principles related to several broad areas of law within the Australian legal environment;
3. Apply your knowledge to answer complex legal problems through written communication.



2.3 Generic Skills and Capabilities

For further details on the Generic Skills please refer to the [Graduate Generic Skills and Capabilities policy](#).

Griffith College aims to develop graduates who have an open and critical approach to learning and a capacity for lifelong learning. Through engagement in their studies, students are provided with opportunities to begin the development of these and other generic skills.

Studies in this course will give you opportunities to begin to develop the following skills:

Generic Skills and Capabilities		Taught	Practised	Assessed
Acquisition of discipline knowledge and skills with critical judgement		✓	✓	✓
Communication and collaboration		✓	✓	✓
Self-directed and active learning		✓	✓	✓
Creative and future thinking			✓	
Social responsibility and ethical awareness		✓	✓	
Cultural competence and awareness in a culturally diverse environment			✓	



3. Learning Resources

3.1 Required Learning Resources

French, B. (ed) (2018) *Business Law in Practice*, Thomson Reuters: Australia. ISBN: 9780455243801

We strongly recommend that students purchase a copy of this edition of the textbook before the beginning of Week 1

All course material such as tutorial questions, lecture notes and course announcements will be made available through the course notes section of the Griffith College portal.

You will be required to use the web to access the education content necessary for study within this course and in order to communicate with staff via e-mail.

3.2 Recommended Learning Resources

3.3 College Support Services and Learning Resources

Griffith College provides many facilities and support services to assist students in their studies. Links to information about support resources that are available to students are included below for easy reference.

- [Digital Library](#) – Databases to which Griffith College students have access to through the Griffith Library Databases.
- [Study Toolbox](#) – there is a dedicated website for this course on the Griffith College Digital Campus.
- Academic Integrity - Griffith College is committed to ensuring academic integrity is understood and maintained by all staff and students. All students learn about academic integrity through engagement with Academic Integrity online modules within the Academic and Professional Studies course.
- [Services and Support](#) provides a range of services to support students throughout their studies including academic advice and assignment help from Student Learning Advisors, and personal and welfare support from Student Counsellors.
- [Jobs and Employment](#) in the Student Hub can assist students with career direction, resume and interview preparation, job search tips, and more.
- [IT Support](#) provides details of accessing support, information on s numbers and internet access and computer lab rules.

3.4 Other Information about your Learning

Preparation and Participation in Learning

You need to prepare before attending your scheduled learning experience. Work through the learning content prepared by your teacher which is found on the course site. Make sure you complete the learning activities set each week, they are designed to support your learning. Active participation in your learning will enhance your success. Ask questions when something is unclear or when you want to bring some issue to your teacher's attention; respond to questions to test your knowledge and engage in discussion to help yourself and others learn.

Attendance

You are expected to actively engage in all learning experiences which underpin the learning content in this course. You are expected to engage with the learning content and learning activities outside of timetabled class times. This requires you to be an active agent of your learning. You are expected to bring all necessary learning resources to class such as the required textbook and /or Workbook. In addition, you are encouraged to BYOD (bring your own device) to class such as a laptop or tablet. This is not a requirement as computer lab facilities are available on campus, however, the use of such devices in the classroom is encouraged with appropriate and considerate use principles being a priority.

Consultation Sessions

Teachers offer extra time each week to assist students outside the classroom. This is known as 'consultation time.' You may seek assistance from your teacher on email or in person according to how the teacher has explained this to the class. Attendance during consultation time is optional but you are encouraged to use this extra help to improve your learning outcomes.

Course Learning Materials

Learning materials are made available to you in the course site. The learning materials are arranged in Modules. In each Module you will find Learning Content, Learning Experiences and Learning Activities. **Learning Content** will be engaged with prior to the scheduled **Learning Experience (your weekly class)**. This will ensure you are prepared for the scheduled Learning Experience by being aware of the content to be covered and therefore will be able to actively participate in the session. **Learning Activities** are accessed after the scheduled session for purposes of review, consolidation of learning, and preparation for the Evidence of Learning Tasks in the course.

In addition, **Anytime Anywhere** learning material is provided in the course. This learning material provides support, interactive tools and directions for students who occasionally cannot attend the weekly scheduled Learning Experience (either in person or on Zoom) perhaps due to illness or other commitments. The Anytime Anywhere learning material should also be used in conjunction with Learning Content and Learning Activities resources.

Self-Directed Learning

You will be expected to learn independently. This means you must organise and engage with the course learning content even when you are not specifically asked to do so by your teacher. The weekly guide will be helpful to organise your learning. This involves revising the weekly course learning material and completing the learning activities. It also means you will need to find additional information to evidence your learning beyond that given to you, and to construct your own response to a question or topic. All of this requires careful planning of your time. Expect to spend, on average, at least 10 hours per week including class time for each of your courses.

Program Progression

You are reminded that satisfactory Program Progression requires that attendance in classes is maintained at equal to or greater than 80%, students are engaged in their learning and that GPA is maintained at equal to or greater than 3.5 [please see Griffith College Policy Library - [Program Progression Policy](#) - for more information].






Teacher and Course Evaluation

Your feedback is respected and valued by your teachers. You are encouraged to provide your thoughts on the course and teaching, both positive and critical, directly to your teacher or by completing course and teacher evaluations via Griffith College's evaluation tool whenever these are available.



4. Learning Content, Learning Experiences and Learning Activities

4.1. Modules for Learning and Weekly Learning Content, Learning Experiences and Learning Activities

	Learning Content	Learning Experiences	Learning Activities	Evidence of Learning	Learning Outcome
					
Module 1 – Introduction to Law and the Legal System					
1	<i>What is Law? Rules of Statutory Interpretation Ethics and the Law Distinction between Common Law and Equity Hierarchy of Courts and Tribunals Doctrine of Precedent</i>	<i>Course Outline; Note: This Introductory Tutorial/Workshop in Week 1 is not assessable - however students are still required to attend both the Lecture and the Tutorial/Workshop in Week 1) Text – chapter 1 Lecture Slides</i>	<i>Expectations in this course (non-assessable tutorial/workshop that goes through the Course Outline, assessment items and course expectations)</i>		1

Module 2 – The Law of Contract					
2	<i>Contract Part 1: What are the Contract Needs for Business? Essential Elements of a Contract</i>	<i>Text – chapters 2-4 Lecture Slides</i>	<i>Assessable Tutorial/Workshop 1: What is Law? Rules of Statutory Interpretation Ethics and the Law Distinction between Common Law and Equity</i>	<i>Weekly tutorial homework check (2 marks per tutorial for 7 tutorial weeks)</i>	2,3
3	<i>Contract Part 2: How is the Contract Interpreted? Essential Elements of a Contract (cont'd)</i>	<i>Text – chapters 5-8 Lecture Slides</i>	<i>Assessable Tutorial/Workshop 2: What are the Contract Needs for Business? Essential Elements of a Contract</i>	<i>Weekly tutorial homework check (2 marks per tutorial for 7 tutorial weeks)</i>	2,3
4	<i>Contract Part 3: Ending the Contract Essential Elements of a Contract (cont'd)</i>	<i>Text – chapters 9-12 Lecture Slides</i>	<i>Assessable Tutorial/Workshop 3: How is the Contract Interpreted? Essential Elements of a Contract</i>	<i>Weekly tutorial homework check (2 marks per tutorial for 7 tutorial weeks)</i>	2,3
Module 3 – Torts					
5	<i>The Law of Torts and Negligence</i>	<i>Text – chapter 14 Lecture Slides</i>	<i>Assessable Tutorial/Workshop 4: Ending the Contract Essential Elements of a Contract (cont'd)</i>	<i>Weekly tutorial homework check (2 marks per tutorial for 7 tutorial weeks)</i>	2,3
6	<i>The Law of Torts and Negligence (cont'd)</i>	<i>Text – chapter 14 Lecture Slides</i>	<i>Assessable Tutorial/Workshop 5: The Law of Torts and Negligence</i>	<i>Weekly tutorial homework check (2 marks per tutorial for 7 tutorial weeks)</i> <i>In-Class Quiz (15 multiple choice questions - 1 mark each)</i>	2,3
Module 4 – Consumer Protection Law					
7	<i>Consumer Protection Australian Consumer Law (Tested on Final Exam)</i>	<i>Text – chapter 13 Lecture Slides</i>	<i>Assessable Tutorial/Workshop 6: The Law of Torts and Negligence (cont'd)</i>	<i>Weekly tutorial homework check (2 marks per tutorial for 7 tutorial weeks)</i>	2,3
Module 5 – The Law of Business Relationships					
8	<i>Partnership and Agency Law: Partnership, Agency, Sole Traders and Joint Ventures (Tested on Final Exam)</i>	<i>Text – chapters 15-16</i>	<i>Assessable Tutorial/Workshop 7: Consumer Protection Australian Consumer Law</i>	<i>Weekly tutorial homework check (2 marks per tutorial for 7 tutorial weeks)</i>	2,3
9	<i>Corporations (Company) Law Fundamental Legal Concepts of Business Structures Business Relationships – Corporations Law</i>	<i>Text – chapter 17 Lecture Slides</i>	<i>Tutorial/Workshop 8 - Assessable Hand-In Assignment 1: Partnership and Agency Law: Partnership, Agency, Sole Traders and Joint Ventures</i>	<i>Mid Trimester Exam (15 multiple choice questions worth 1 mark each)</i> <i>Hand-in assignments (Tutorials 8-11)</i>	2,3

Module 6 – Employment and Anti-Discrimination Law					
10	<i>Anti-Discrimination Law: Australian Anti-Discrimination Law</i>	<i>Text – chapter 19 Lecture Slides</i>	<i>Tutorial/Workshop 9 - Assessable Hand-In Assignment 2 Corporations (Company) Law Fundamental Legal Concepts of Business Structures Business Relationships – Corporations Law</i>	<i>Hand-in assignments (Tutorials 8-11)</i>	<i>2,3</i>
11	<i>Australian Employment Law: The Law of Employment</i>	<i>Text – chapter 18 Lecture Slides</i>	<i>Tutorial/Workshop 10 - Assessable Hand-In Assignment 3 Anti-Discrimination Law: Australian Anti-Discrimination Law</i>	<i>Hand-in assignments (Tutorials 8-11)</i>	<i>2,3</i>
12	<i>Final Exam Preparation and Revision</i>	<i>Revision for Final Exam</i>	<i>Tutorial/Workshop 11 - Assessable Hand-In Assignment 4 Australian Employment Law: The Law of Employment</i>	<i>Hand-in assignments (Tutorials 8-11)</i>	<i>2,3</i>



5. Evidence of Learning

5.1 Evidence of Learning Summary

	Evidence of Learning	Weighting	Learning Outcome	Due Date
1	Weekly tutorial homework check (2 marks per tutorial for 7 tutorial weeks)	14%	1-4	Weeks 2-8
2	Online Quiz (15 multiple choice questions - 1 mark each)	15%	1,2,3	Week 6
3	Hand-in assignments	16%	1-4	Weeks 10,11,12
4	Mid Trimester Exam (15 multiple choice questions - 1 mark each)	15%	1,2,3	Week 9
5	Final Exam (Short answer and/or ILAC answers)	40%	2,3,4	Exam Period

5.2 Evidence of Learning Task Detail

1. Evidence of Learning Task 1: Weekly Tutorial Homework (14%)

Task Type: Weekly Homework

Due Date: Weeks 2-8

Weight: 14% total

- If you submit a complete (genuine attempt) set of answers you will receive 2 marks for the first six tutes per tutorial week.
- If you do not submit a genuine attempt at the answers then you will receive 0 for that week's tutorial questions.

Task Description: The first period for the Weekly Tutorial/Workshop Homework Check will start with the assessable Tutorial/Workshop 1 which is due in Week 2 and end with the assessable Tutorial/Workshop 7 which is due in Week 8. The assessable tutorials will run one week behind the lectures. The process is that you will have the weekly lecture, then the following week you will be required to present your tutorial work from the previous weeks lecture. During tutorial/workshop sessions we will discuss the tutorial/workshop problems in the form of a hypothetical fact situation, where you will be asked to advise X or Y, and to identify and explain legal arguments and remedies which are available. These questions will be discussed in class with emphasis placed on a legal solution, and with a clear identification of relevant legal principles.

You are expected to participate in the tutorial/workshop discussion and to demonstrate that you have adequately prepared for each of your tutorial/workshop sessions by completing the prescribed readings relevant to each tutorial/workshop and preparing answers to all tutorial questions every week. Your tutorial/workshop answers are required to be typed. They also must have your name, student number and tutorial time clearly visible. Answers to ILAC questions should be written in the format of Issues, Law, Application, and Conclusion.

* The seven assessable Weekly Tutorial/Workshop Homework Check answers will be assessed on a 'genuine attempt' basis and marked by your tutor in the tutorial/workshop.

All submissions must be made in the respective tutorial.

No marks will be given for any submissions that are not made in the tutorial/workshop or for any

student who does not attend the tutorial/workshop. You will not be considered for a tutorial/workshop homework mark unless you provide a doctors certificate or appropriate documentation.

There are no marks for merely attending tutorial/workshops.

You are strongly advised that academic misconduct rules apply to the Weekly Tutorial Homework. Check. There are no group or collective homework assignment in this course and as such assessment must be completed individually. Please read the information about Academic Misconduct at the end of this Course Outline.

Criteria and Marking: See your course site

Submission: Via email to teacher

2. Evidence of Learning Task 2: Online Quiz (15%)

Task Type: Online Quiz

Due Date: Week 6

Weight: 15%, Marked out of: 15

Task Description: The Online Quiz will be held in Week 6. It is worth 15% and consists of 15 multiple-choice questions. The In-Class Quiz provides you with the opportunity to demonstrate your understanding of the material covered from week 1 up to and including week 5 and assess your progress in the course.

The In-Class Quiz will be CLOSED BOOK. This means that textbooks, written materials or electronic devices will not be permitted in the exam. Translation dictionaries will be permitted but only if they are in hardcopy book form and not electronic form.

Criteria and Marking: See your course site

Submission: Online quiz

3. Evidence of Learning Task 3: Hand in Assignments (16%)

Task Type: Assignment – Written Assignment

Due Date: Weeks 10, 11 & 12

Weight: 16%, Marked out of: 16

Length: (if applicable)

Task Description: The Hand-In assignments are all the tutorial questions for the tutorials in weeks 10, 11, 12.

All of the tutorial questions in those weeks, including the ILAC questions in those weeks, will be assessable.

The answers you provide for the Hand-In assignments will be assessed as to the correctness of all of your answers to all of the questions, not merely genuine attempt, and as to answering of the ILAC questions.

All submissions must be made in the respective tutorial and must be typed.

The Hand-In Assignments will be taken up by your tutor in the tutorial/workshop and returned to you no later than 14 days with appropriate comments designed to assist you in regard to enhancing your ability to come to terms with legal problems and their resolution.

All Hand-In Assignments must be submitted in the respective tutorial. No marks will be given for any Hand-In Assignments that are not made in the tutorial/workshop or for any student who does not attend the tutorial/workshop. You will not be considered for a Hand-In Assignment mark unless you provide a doctors certificate or appropriate documentation.

There are no marks for merely attending tutorial/workshops.

You are strongly advised that academic misconduct rules apply to the Hand-In Assignments. There are no group or collective homework assignments in this course and as such assessment must be completed individually. Please read the information about Academic Misconduct at the end of this Course Outline.

Criteria and Marking: See your course site

Submission: Via email to tutor

4. Evidence of Learning Task 4: Mid Trimester Examination (15%)

Task Type: Examination

Due Date: Week 9

Weight: 15%, Marked out of: 15

Task Description: The mid-trimester exam will be held in Week 9. It is worth 15% and consists of 15 multiple-choice questions. The mid-trimester exam provides you with the opportunity to demonstrate your understanding of the material covered from week 6 up to and including week 8 and assess your progress in the course. The Mid-Trimester exam will be CLOSED BOOK. This means that textbooks, written materials or electronic devices will not be permitted in the exam. Translation dictionaries will be permitted but only if they are in hardcopy book form and not electronic form.

Criteria and Marking: See your course site.

Submission: Online exam

5. Evidence of Learning Task 5: Final Examination (40%)

Task Type: Final Examination

Due Date: Final Exam Week

Weight: 40%, Marked out of: 40

Task Description: The end of trimester exam will be held in Exam Period. It is worth 40% and may consist of ILAC questions and/or short answer questions. The end of trimester examination is designed to assess your ability to apply the skills and knowledge gained during the course with respect to specific areas of law, as well as your ability to take a wider view of legal problems under time pressure. The questions will be drawn from lecture and tutorial materials provided from week 9 to week 12.

The End of Trimester Exam will be OPEN BOOK. This means that textbooks and written materials will be permitted in the exam, but not electronic devices or library books. Translation dictionaries will be permitted but only if they are in hard copy book form and not electronic form.

Criteria and Marking: See course site.

Submission: Online exam.

5.3 Late Submission

An Evidence of Learning Task submitted after the due date, without an approved extension from the teacher, will be penalised. The standard penalty is the reduction of the mark allocated to the Evidence of Learning Task by 5% of the maximum mark applicable for the Evidence of Learning Task, for each working day or part working day that the task is late. Evidence of learning tasks submitted more than five working days after the due date are awarded zero marks.

Please refer to the Griffith College website - Policy Library > [Assessment Policy](#) for guidelines and penalties for late submission.

5.4 Other Information about Evidence of Learning

Retention of Originals

You must be able to produce a copy of all work submitted if so requested. Copies should be retained until after the release of final results for the Course.

Requests for extension

To apply for an extension of time for an evidence of learning task, you must submit an [Application for Extension of Assignment](#) form to your teacher at least 24 hours before the date the assignment is due. Grounds for extensions are usually: serious illness, accident, disability, bereavement or other compassionate circumstances and must be able to be substantiated with relevant documentation [e.g. [Griffith College Student Medical Certificate](#)]. Please refer to the Griffith College website – [Policy Library](#) for guidelines regarding extensions and deferred Evidence of Learning Tasks.

Return of Evidence of Learning Tasks

1. Marks awarded for in-trimester evidence of learning tasks, except those being moderated externally with Griffith University, will be available on the course site within fourteen [14] days of the due date. This does not apply to the final evidence of learning task in this course (marks for this task will be provided with the final course result).
2. Students will be advised of their final grade through the Digital Campus. Students can review their final exam papers after student grades have been published. Review of final exam papers will not be permitted after the final date to enrol.
3. Marks for **all** evidence of learning tasks including the final exam (if applicable) will be recorded in the Course Site and made available to students through the Course Site.

The sum of your marks of evidence of learning tasks in this course does not necessarily imply your final grade for the course. Standard grade cut off scores can be varied for particular courses, so you need to wait for the official release of grades to be sure of your grade for this course.

6. Policies & Guidelines

Griffith College Evidence of Learning Tasks-related policies can be found in the [Griffith College Policy Library](#) which include the following policies:

[Assessment Policy](#), [Special Consideration](#), [Deferred Assessment](#), [Alternate Exam Sitings](#), [Medical Certificates](#), [Academic Integrity](#), [Finalisation of Results](#), [Review of Marks](#), [Moderation of Assessment](#), [Turn-it-in Software Use](#). These policies can be accessed within the [Policy Library](#)

Academic Integrity Griffith College is committed to maintaining high academic standards to protect the value of its qualifications. Academic integrity means acting with the values of honesty, trust, fairness, respect and responsibility in learning, teaching and research. It is important for students, teachers, researchers and all staff to act in an honest way, be responsible for their actions, and show fairness in every part of their work. Academic integrity is important for an individual's and the College's reputation.

All staff and students of the College are responsible for academic integrity. As a student, you are expected to conduct your studies honestly, ethically and in accordance with accepted standards of academic conduct. Any form of academic conduct that is contrary to these standards is considered a breach of academic integrity and is unacceptable.

Some students deliberately breach academic integrity standards with intent to deceive. This conscious, pre-meditated form of cheating is considered to be one of the most serious forms of fraudulent academic behaviour, for which the College has zero tolerance and for which penalties, including exclusion from the College, will be applied.

However, Griffith College also recognises many students breach academic integrity standards without intent to deceive. In these cases, students may be required to undertake additional educational activities to remediate their behaviour and may also be provided appropriate advice by academic staff.

As you undertake your studies at Griffith College, your teachers and academic advisors will provide you with guidance to understand and maintain academic integrity; however, it is also your responsibility to seek out guidance if and when you are unsure about appropriate academic conduct.

In the case of an allegation of a breach of academic integrity being made against a student he or she may request the guidance and support of a Griffith College Student Learning Advisor or Student Counsellor.

Please ensure that you are familiar with the Griffith College Academic Integrity Policy; this policy provides an overview of some of the behaviours that are considered breaches of academic integrity, as well as the penalties and processes involved when a breach is identified.

For further information please refer to the Griffith College website - Policy Library > [Academic Integrity Policy](#)

Reasonable Adjustments for Evidence of Learning Tasks – The Disability Services policy

The [Disability Services policy](#) (accessed within the [Policy Library](#)) outlines the principles and processes that guide the College in making reasonable adjustments to Evidence of Learning Tasks for students with disabilities while maintaining academic robustness of its programs.

Risk Assessment Statement

There are no out of the ordinary risks associated with this course.

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Note: Griffith College acknowledges content derived from Griffith University in Diploma level courses, as applicable.