



Experiential Learning Portfolio for 10105125 Business Law

Student Contact Information:

Name: _____ Student ID# _____

Email: _____ Phone: _____

It is highly recommended that you speak with the Academic Dean or instructor who teaches this course prior to completing a portfolio.

Directions

Consider your prior work, military, volunteer, education, training and/or other life experiences as they relate to each competency and its learning objectives. Courses with competencies that include speeches, oral presentations, or skill demonstrations may require scheduling face-to-face sessions. You can complete all of your work within this document using the same font, following the template format.

1. Complete the Student Contact Information at the top of this page.
2. Write an Introduction to the portfolio. Briefly introduce yourself to the reviewer summarizing your experiences related to this course and your future goals.
3. Complete each "Describe your learning and experience with this competency" section in the space below each competency and its criteria and learning objectives. Focus on the following:
 - What did you learn?
 - How did you learn through your experience?
 - How has that learning impacted your work and/or life?
4. Compile all required and any suggested artifacts (documents and other products that demonstrate learning).
 - Label artifacts as noted in the competency
 - Scan paper artifacts
 - Provide links to video artifacts
 - Attach all artifacts to the end of the portfolio
5. Write a Conclusion for your portfolio. Briefly summarize how you have met the competencies.
6. Proofread. Overall appearance, organization, spelling, and grammar will be considered in the review of the portfolio.
7. Complete the Learning Source Table. Provide additional information on the business and industry, military, and/or volunteer experiences, training, and/or education or other prior learning you mentioned in your narrative for each competency on the Learning Source Table at the end of the portfolio. Complete this table as completely and accurately as possible.

The portfolio review process will begin when your completed portfolio and Credit for Prior Learning Form are submitted and nonrefundable processing fees are paid to your local Credit for Prior Learning contact. Contact Student Services for additional information.

Your portfolio will usually be evaluated within two weeks during the academic year; summer months may be an exception. You will receive an e-mail notification regarding the outcome of the portfolio review from the Credit for Prior Learning contact. NOTE: Submission of a portfolio does not guarantee that credit will be awarded.

You have 6 weeks to appeal any academic decision. See your student handbook for the complete process to appeal.

To receive credit for this course, you must receive “Met” on 5 of the 6 competencies.

10105125 Business Law, 3 Associate Degree Credits

Course Description: Business Law provides the student with a working knowledge of the legal system, business ethics, and essentials of contracts. Students gain knowledge in logical and analytical thinking, and are encouraged to challenge legal issues and defend their point of view.

Introduction: Briefly introduce yourself to the reviewer summarizing your experiences related to this course and your future goals.

Competency 1: Determine what is appropriate ethical behavior in a business environment

Criteria: Performance will be successful when:

- written test classifies ethical and non-ethical behavior
- case problem examines terms related to business ethics

Learning Objectives:

- a. Distinguish between ethics and morals
- b. Define the ethical character traits
- c. Determine how values are created
- d. Identify the causes of unethical behavior
- e. Explain the need for law in society
- f. Apply ethics to legal situations

Required Artifacts: None

Suggested Artifacts: None

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 2: Explain the sources of law

Criteria: Performance will be successful when:

- written exam identifies the sources of law
- written exam breaks down the role of the court system in our legal system
- written exam diagrams the process of how a bill becomes a law
- written exam summarizes the concept of Constitutional supremacy
- written exam examines the role of administrative agencies in our legal system

Learning Objectives:

- a. Outline the content of the US Constitution
- b. Explain the role of the Constitution in the legal system
- c. Discuss the principle of supremacy
- d. Explain the role of statutory law in the legal system
- e. Describe the role of common law in the legal system

Required Artifacts: None

Suggested Artifacts: None

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 3: Explain the federal and state court systems

Criteria: Performance will be successful when:

- case problem explains how a court case progresses through the court system
- written exam distinguishes which cases are heard in federal court and which are heard in state court
- case problem contrasts the role of the supreme court at the state and federal level

Learning Objectives:

- a. Explain the concept of jurisdiction
- b. Outline the structure of the federal and state court systems
- c. Determine which cases might be heard by the Supreme Court
- d. Explain diversity of citizenship

Required Artifacts: None

Suggested Artifacts: None

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 4: Sequence of court procedure

Criteria: Performance will be satisfactory when:

- case problem documents the process of a trial in the criminal court system
- written exam examines the process of a trial in the civil court system

Learning Objectives:

- a. Describe the civil litigation process
- b. Detail the steps of a civil trial
- c. Describe the steps in a criminal prosecution
- d. Relate how appellate courts operate

Required Artifacts: None

Suggested Artifacts: None

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 5: Distinguish clearly the difference between torts and criminal issues

Criteria: Performance will be satisfactory when:

- case problem is interpreted as civil or criminal
- written exam identifies types of criminal cases
- written exam groups types of intentional and non-intentional torts

Learning Objectives:

- a. Differentiate between the objectives of tort law and those of criminal law
- b. Identify the principal intentional torts
- c. Determine the elements of negligence
- d. Contrast contributory negligence, comparative negligence, and assumption of risk
- e. Outline the various remedies available in tort law

Required Artifacts: None

Suggested Artifacts: None

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

Competency 6: Demonstrate an understanding of a legal contract agreement

Criteria: Performance will be satisfactory when:

- case problem constructs the elements of a contract
- written exam determines which contracts are non-binding or defective
- case problem illustrates the remedies available to a party in a breach of contract suit

Learning Objectives:

- a. Identify the elements of a contract
- b. Describe the general legal presumptions in regard to a party's capacity to contract
- c. Identify the requirements of legal offers and legal acceptances
- d. Explain the nature of mutual assent
- e. Explain the term "consideration" and identify the characteristics necessary for valid consideration
- f. State the effect of illegality on an agreement
- g. Identify the types of agreements that must be in writing
- h. Discuss the ways a contract can be discharged
- i. Identify the remedies available to an injured party when a contract is breached

Required Artifacts: None

Suggested Artifacts: None

Describe your learning and experience with this competency:

Met/ Not Met Evaluator Feedback:

