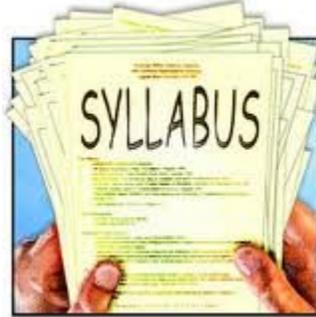




## Course Syllabus



[Textbooks - click here](#)

[Business Law - 11th edition](#)

[Our Excellent Law Faculty](#)

[Duedates](#)

[Welcome](#)

Law 12 – Spring 2013 – Section # 3303

Classroom: CSB 105

Your Instructor: Prof Mike Hibler, Esq.

Phone: (818)992-8238

Email: [hiblerjm@lamission.edu](mailto:hiblerjm@lamission.edu)

Office Hours: Before or After class on Monday evenings – 6:50 – 10 pm

By phone Weds. 10-12, Friday, 2-4 pm, or by appointment as necessary

This is an entirely on campus class. Some of the policies on online classes will not specifically apply to the on campus classes. If you have any questions about this class, please discuss them “in person”

before or after class with Prof. Mike Hibler, your on campus instructor.

### **Syllabus - General for All Law Classes**

click on specific class syllabus below

<a href="#">Law 1</a>	<a href="#">Law 2</a>	<a href="#">Law 10</a>
<a href="#">Law 11</a>	<a href="#">Law 12</a>	<a href="#">Law 13</a>
<a href="#">Law 16</a>	<a href="#">Law 17</a>	<a href="#">Law 18</a>
<a href="#">Law 19</a>	<a href="#">Law 20</a>	<a href="#">Law 34</a>

**Student Responsibility:** Our [online law program](#) requires a comprehensive and complete understanding of a number of details, procedures and information. Students are assumed to have carefully read all of our procedures and policies located at our "Welcome Message" at <http://welcome.pbwiki.com> , "[Dear Online Student](#)" and "[Study Guide](#)" which are a comprehensive collection of materials for our program. Students are held fully responsible for information contained at this central location. Students must login to their online class and post their introduction and first set of assignments within a week from the start of the semester or session or they may be excluded and dropped from class, and not permitted to enter the moodle classroom.

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**Course Assignments:** The assignments for each class and the due dates are located at [duedates for each class](#). If there is a "conflict" between the due dates and the moodle class assignments, quizzes, forums, text and materials, the moodle materials will "over rule" if there are differences with the duedates.

**Email:** Check your instructor's email at our [Law Faculty email](#). Instructors will attempt to respond to all email within 36 hours (72 hours over the weekend or holidays). You can also use [the email](#) option within the moodle course website

**Study Time Required for Each Class** Here are the [study time guidelines](#) as set forth in the California Education Code on the study time required in each of your online law classes.

**Support Services** - Contact the [counselors online](#) for any questions. Also we have our [paralegal tutors](#) who can assist you with your classes. The [Library at Mission](#) has excellent resources. The [online databases](#)(along with the key passwords for each is located in your moodle classroom - so once you login you will have access to the online library databases. Use them in your written work including your final legal research and writing papers.

**Minimum Technology Requirements** Here are the [minimum Technical Requirements](#) to take our online law classes. Also make sure you [configure your computer](#) to get the optimum performance in your [online classes](#).

**Navigation** Our [Paralegal Program](#) uses the Moodle Course Management System. [Watch these videos](#) to learn how to navigate your moodle classroom environment (posting assignments, taking quizzes, posting to discussions, etc.)

**Netiquette** Read the [Core Rules on Netiquette](#) and take the following quiz on Netiquette - <http://www.albion.com/netiquette/netiquiz.html>

**Check in Policy (includes Check In/Drop, Late Policy/Communications Policy** - [See our policies](#)

**Curriculum for our Program:** Our [Paralegal Certificate](#) contains [12 \(twelve\) law classes](#)

**Passing Grade for our classes:** The passing grade for our law classes is C or above.

**Course Description:** see <http://www.lamission.edu/disciplines/law.html>

**Class Location/Times/Equipment Requirements:** This course is completely online. Certain time/date deadlines are expected to be met as the course progresses, so you must have access to a reliable computer and reliable internet connection. The course "classroom" can be found online at <http://moodle.lamission.edu> .

**Office Hours:** By email, appointment, or contact your instructor at the phone provided under [Law Faculty](#)

**Textbook:** see our program textbooks at <http://lamission.edu/law/textbooks> - prices vary, along with editions.

[Carefully read How to Take an Online class](#)

**Student Learning Outcomes:** see <http://missionparalegal.pbwiki.com/slo> for Student Learning Outcomes for each Law Class in our Paralegal Program.

**Reading Assignments:** See <http://duedates.pbwiki.com> for reading assignments for each Law Class in our Paralegal Program.

**Quizzes:** You can only submit each quiz one time, and receive one score for each quiz. You may, though, open up the quiz (which does not count as an submission of the quiz and thus prevent you from taking the quiz) to print out the questions so you can find the answers in the book. When you do go back to submit your answers, please note that questions are "randomized" each time you open up the quiz, so make sure you are posting your choices to the correct questions. (Law 2 is an exception to this rule). Law 1,2, 10, and 19 based on West Business Law 10th edition - has multiple choice quizzes. Other classes like Law 11 and 18 have questions to answer, and other classes have assignments called "tests" which requires submission of work.

The Quizzes are generally open for a few weeks to allow you to read, and understand the materials before taking the quiz. Once you do take the quiz you will receive an immediate score for your quiz. Note: sharing answers you have received with other students who have not taken the quiz is "Cheating" - see our policies on plagiarism. (Prof. Morinaka Law 2 class has timed tests so make sure you read his individual syllabus and requirements for his class once you login to his class. )

**Written Assignments:** Generally these will be related to your textbook or class subject. Sometime you will be asked to generate a word document and upload it to the site. Normally you can just post your text in a box for each assignment. You will be able to see the date and time you submitted your assignments by clicking on "assignments" on the left side of your moodle page. It is recommended that you go to your assignments, and copy the materials, questions, resources, references, cases, and then "log off", word process your answers to each question, case, assignment, etc. and then "log in" again and "copy and paste" from your word processor on your computer over to the moodle posting "box" which appears under each assignment in moodle. Please carefully read about "[save changes](#)" in the moodle classroom, and do not use it as your word processor.

**Discussions:** (Forums) - these are open ended questions that are posted on a forum. They are in the nature of a "classroom discussion". Your participation is required, and you will receive a total of 10% of your grade for your participation in these forum discussions (which will only be entered by your online instructor at the end of the session). Please be courteous in any of your postings and responses to other students. "Reasonable Minds" can differ, but please be polite. - Please note that Law 2 - Prof. Morinaka differs in his use of the Discussion Forums so carefully read the instructions in his class. [Carefully read the instructions, and grading rubric for posting to the discussion forums](#)

**Late work** Read our "[Late Work](#)" Policy

**Grading:**

- A = 90% or above
- B = 80-89
- C = 70-79
- D = Below 70
- F - Below 60

See sample [grading rubric for written work](#). See sample [grading rubric for posting to discussion forums](#).

A grade of C or greater is required to pass the class

**Incomplete:** It is the students sole responsibility to "drop" the class. Please make sure that you are aware of the [Important Dates](#). If you require a grade of "incomplete," you must advise your instructor as soon as possible and discuss the terms of its removal.

**Academic Honesty:** All students are held accountable to the following extensive materials and information on our [Platiarism Policy](#)

(cited from Prof. Morinaka) - Academic honesty is highly valued at Los Angeles Mission College, just as it is at all colleges and universities. A student must always submit work that represents his or her original words or ideas. If any words or ideas are used that do not represent the student's original words or ideas, the student must cite all relevant sources. The student should also make it clear to what extent such sources was used. Words or ideas that require citations include, but are not limited to, all hard copy or electronic publications, whether copyrighted or not,

and all verbal or visual communications when the content of such communications clearly originates from an identifiable source. All submissions to any public meeting or private mailbox fall within the scope of words and ideas that require citations if used by someone other than the original author. At the start of each semester students are required to [take the Plagiarism Test \(from the Univ. of Indiana\)](#) and to post their questions and understanding of plagiarism.

**Plagiarism - If you are unclear about how to use text citations properly contact [your online law faculty](#). "Ignorance of the Policy" is not a defense to violating our policy on plagiarism.**

**Additional Information, Questions and/or problems:** Additional information for our program is located at our main law page located at <http://lamission.edu/law> - Please raise any questions or problems as soon you identify them in this syllabus.

**Reasonable Accommodations:** If you are a student with a disability and require online class accommodations, please see Prof. Jordan an email to discuss arrangements. The sooner we are aware that you are eligible for accommodations, the quicker we will be able to provide them. If you have not done so already, you may also wish to contact the DSP&S Office in Instructional Building 1018 (phone 818/364-7732 TTD 818/364-7861). There website and resources are located at <http://www.lamission.edu/dsps/>

For students requiring accommodations, the DSP&S Office at Mission College provides special assistance in areas like: registering for courses, specialized tutoring, note-taking, mobility assistance, special instruction, testing assistance, special equipment, special materials, instructor communications, community referrals and job placement.

Welcome aboard, nice having you all as students, enjoy your classes, and work hard.



## Paralegal Studies Program

Los Angeles  
Mission College

### **LAW 12- TORTS & PERSONAL INJURY LAW COURSE SYLLABUS**

**Student Responsibility:** Our [online law program](#) requires a comprehensive and complete understanding of a number of details, procedures and information. Students are assumed to have carefully read all of our procedures and policies located at our "Welcome Message" at <http://welcome.pbwiki.com> - which is a comprehensive collection of materials for our program. Students must login to their online class and post their introduction and first set of assignments within a week from the start of the semester or session or they may be excluded and dropped from class, and not permitted to enter the moodle classroom.

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**Course Assignments:** The assignments for each class and the due dates are located at [duedates for each class](#). If there is a "conflict" between the due dates and the moodle class assignments, quizzes, forums, text and materials, the moodle materials will "over rule" if there are differences with the duedates.

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## **YOUR INSTRUCTOR**

see information on your instructor including website, office hours, phone no.

etc. <http://lamission.edu/law/lawfaculty.htm>

## **COURSE DESCRIPTION**

Catalog: Law 12 is a study of the fundamental principles of the law of torts (civil injuries/wrongs), including insurance law, and an examination of the techniques of investigation involved in the handling of tort and insurance claims.

**Law 12 introduces the student to negligence actions, intentional torts such as assault, false imprisonment, fraud, misrepresentation, infliction of emotional distress, and malicious prosecution. The student will prepare, draft, and craft [personal injury](#) complaints, answers, affirmative defenses, cross-complaints for indemnity and contribution, and apportionment. The paralegal will also prepare discovery, interrogatories, notice to produce, and pre-trial and trial documents related to personal injury and torts. The student will prepare and entire personal injury file from commencement of the case, through settlement negotiations, pleading, discovery, arbitration, and any necessary motions which might be required in a Personal Injury law firm.**

## **COURSE TEXT**

**No textbook is required for this class. Students can print out the Summary of Tort Law at <http://profj.us/summary> and use this as their textbook. see a Torts book also if you would like to have it as a reference - see <http://lamission.edu/law/textbooks>**

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## **STUDENT LEARNING OUTCOMES**

By the end of the class, students will be able to:

1. demonstrate their knowledge in the substantive law and procedures of torts including an Overview of Tort Law, Intentional Torts, Negligence and Duty, Attractive Nuisance, Causation, Defenses to Negligence, Strict Liability, Product Liability, Defamation, Vicarious Liability, Insurance and Bad Faith, [Workers Compensation](#), preparing a malpractice complaint
2. "think critically" in law, and in the area of torts
3. brief a law case in torts
4. prepare certain legal documents, forms or papers in the area of Torts

## **GRADING & EVALUATION**

The class will be composed of quizzes, postings to an "electronic bulletin board" - threaded discussions, and written projects. [The student should work off of the due dates for the class.](#) The deadlines are clearly posted on the schedule. Quizzes will be posted and students are expected to fill in their answers to the multiple choice questions during a deadline period. After the time period has expired, the quiz link will no longer be available, and the student will NOT be allowed to take the quiz (certain exceptions might be made if the student emails his/her online instructor regarding exceptional family circumstances or situations - not just "not enough time", or "late", and the instructor will decide and determine each request on the facts of the circumstances).

The "letter grade" scale is as follows.

A = 90-100 percent of total points

B = 80-89

C = 70-79

D = 60-69

F = Below 60

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### Grade Distribution

Tests = 40% of your grade

Assignments = 50% of your grade

Forum Discussions - 10% of points - to be posted at the end of the session - as your class participation

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Office Hours: see Faculty page at <http://lamission.edu/law/lawfaculty.htm> - Office Hours, Mon. - Friday 9-5 pm at the Office Telephone number of each Faculty member, or upon special appointment - email the faculty member for your appointment date and time.

Course Structure: This course will be offered under a course management system online. The student should login at the Mission College online portal located at <http://lamission.edu/online>

**LATE ASSIGNMENTS: ASSIGNMENTS SUBMITTED LATE WILL NOT BE ACCEPTED UNLESS PRIOR APPROVAL IS REQUESTED AND GRANTED BY THE INSTRUCTOR.**

**EXTRA CREDIT:** Since the law is in constant change, along with the advent of the Internet, issues may arise that are timely and germane to our class. Therefore, opportunities may arise during the term that allow for extra credit, although no extra credit is presently offered.

**INCOMPLETE:** If you require a grade of "incomplete," you must advise me as soon as possible and discuss the terms of its removal.

**ACADEMIC HONESTY:** Academic honesty is highly valued at Mission College, just as it is at all colleges and universities. A student must always submit work that represents his or her original words or ideas. If any words or

ideas are used that do not represent the student's original words or ideas, the student must cite all relevant sources. The student should also make it clear to what extent such sources were used. Words or ideas that require citations include, but are not limited to, all hard copy or electronic publications, whether copyrighted or not, and all verbal or visual communications when the content of such communications clearly originates from an identifiable source. All submissions to any public meeting or private mailbox fall within the scope of words and ideas that require citations if used by someone other than the original author.

Course Assignments: see assignments at <http://duedates.pbwiki.com>

Course Evaluation:

The final grade will be determined by: averaging quizzes, discussion questions and written assignments, each assigned 100 or more points.

\* This syllabus is subject to change. Please note revision dates ("updated") above. Students are responsible for the most recent updated version of this syllabus.

Reasonable Accommodations: If you are a student with a disability and require online class accommodations, please see Prof. Jordan an email to discuss arrangements. The sooner we are aware that you are eligible for accommodations, the quicker we will be able to provide them. If you have not done so already, you may also wish to contact the DSP&S Office in Instructional Building 1018 (phone 818/364-7732 TTD 818/364-7861). Their website and resources are located at <http://www.lamission.edu/dsps/>

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