UNIVERSITY OF SOUTH DAKOTA
Beacom School of Business

Semester: Summer 2018 (12 week session)	Instructor: Sarah Hirsch Wittmuss, JD
Course: **BLAW 456 Cyberlaw**	Office: Academic Commons 101
E-mail: Access via D2L mail once the course begins (see below for details)	Phone: (605) 677-5381
Collaborate Office Hours: Wednesday 9 pm-10 pm	Phone office hours can also be arranged at a convenient time for both student and instructor.
The course will be taught using Desire2Learn (D2L). Access D2L at https://d2l.sdbor.edu.	

GENERAL INFORMATION

Course description: Cyberlaw is a study of the legal aspects of managing technology in both the workplace and cyberspace. The course will focus on issues relating to electronic commerce, technology, intellectual property, and the internet. Social, legal, ethical, and political issues will be addressed with a global perspective.

Required textbook: Cyberlaw: Text and Cases. Ferrera, et al. **ISBN-10:** 0324399723. South-Western College/West; 3rd edition (2012). **You must have the 3rd edition and the U.S. edition.** It will be available in Barnes and Noble on USD's campus only; it can also be purchased through other online outlets. Materials from this text will be used throughout this course. The international/non-US edition does not have the same materials and is not appropriate. *There will be extra readings posted in the content area updating materials in the book.* **You are responsible for this material as well.**

Learning outcomes: To be successful in this course, students must:
1. Define and identify the various terms and vocabulary related to cyberlaw topics.
2. Identify the background to and elements of intellectual property, online contracting, crime, tort law, and other areas as covered by the assignments.
3. Describe regional, national, and global implications of e-commerce.
4. Continue to use and develop their communication abilities.
5. Apply their critical thinking skills to analyze and solve e-commerce problems.

The learning outcomes will be assessed in a variety of ways. The examinations will include objective and essay questions on content knowledge as well as applicability of theories and concepts to hypothetical situations. This will ensure students have met the learning outcomes both on content (Learning Outcomes 1-3) and skills (Learning Outcomes 4-5). Further, the quizzes will allow students to demonstrate their content knowledge (Learning Outcomes 1-3), to apply the content to new situations and current topics (5), and to do so using a professional communication style (Learning Outcome 4). The Discussion Boards will also meet Learning Outcomes 4 and 5.

The CE Online Orientation Guide and online resources (http://www.usd.edu/~/media/files/usd-online/online-orientation-guide.ashx?la=en) should be reviewed before the start of the course. It will provide numerous resources for your technological, registration, and other questions.

Netiquette Policy: Please refer to the Netiquette expectations for USD courses which can be found in the CDE Online Orientation guide above.

Instructor Availability: I am happy to assist in your learning anyway I can. During the "work week" – Monday through Friday – I will generally log onto the D2L course once a day to respond to e-mail and answer questions. I will make every effort to respond to your e-mails within 24 hours during the work week. I will log on at least once each weekend and answer weekend e-mails within 48 hours. If I plan to be out of wireless range for more than a day, I will post it on the

news page on D2L.   Also, please do not use the pager tool to contact me. The discussions, exams, and discussion boards are each due on a Saturday, and exams and quizzes are available Wednesday-Saturday. I did this in order to accommodate those of you who are working other daytime jobs as well as being students. However, this does not mean that I will be immediately available on Saturdays to answer final questions or address technical issues that might arise when taking a quiz or exam. **The USD ITS Helpdesk generally has limited availability other than during the "work week" hours above.** You can access the Helpdesk information on the myU portal on the technology tab. Please plan accordingly to ask your technology questions (Respondus, D2L, etc.) to helpdesk@usd.edu with this schedule in mind.

IMPORTANT: All students should have access to Microsoft Word 2010 or later to use to compose written assignments, as the instructor will use the comment and proofing features in Word to provide feedback within the reviews themselves. A student version of Microsoft Office can be purchased, at a very reasonable rate, via Microsoft's website: http://www.microsoft.com/student/discounts/theultimatesteal-us/default.aspx Office 365 for Students is also available for students with this myUSD portal link:
https://portal.usd.edu/technology/downloads/student/office-365.cfm?casLogin=1

D2L News: This is where any changes to assignments, the syllabus, and the like will be posted. Students are required to check this frequently.

LEARNING METHODS AND TOOLS
The South Dakota Board of Regents defines a credit hour as "one hour per week in class plus another two hours of study outside of class for 15 weeks equals one semester hours of credit." Student should expect to spend approximately 9 hours per week for this 3 credit hour course.

As an online course, the learning experience is flexible but not negotiable. The hours of study in class will be reproduced using pre-recorded lectures and the hours of study outside of class will be reproduced using live office hours, assignments, quizzes, and exams. As stated before, all assignments, quizzes, and exams will assume that you have watched the recorded lectures and attended or watched the online office hours.

As with other online courses, this class is delivered and taken independent of any location through the powers of technology and the internet. There will be a variety of learning tools available on D2L to enable students to learn the content and succeed in the course. Some of the tools are similar to face-to-face classrooms, and some are not. Each student should determine which resources work best for them and utilize them. It is crucial that you keep up with the work each week—the course material is cumulative and, in order to be successful, you will need to build upon your knowledge each week. **You should log into D2L each week 2-3 times to keep up to date on course progress, changes, and news.**

I have designed a variety of methods and assignments to learn the material—you will learn by doing, reading, listening (should you choose to), and discussing through our discussions sessions and online. The following learning tools will be available on D2L in time for each week's work:

- **Lectures:** Webstreamed lectures will cover the most critical information in the course. They are housed in Collaborate.
- **Notes:** Detailed notes for each week's reading will be posted in the content area of D2L. These will be similar to the lecture content.
- **Powerpoint slides**: These will also be posted in the content are of D2L and will correspond to the weekly lectures.
- **Discussion Board in D2L:** This tool in D2L allows students to correspond with each other about course topics and learn from each other. I will monitor the board, but the discussion boards will be primarily led by the BLAW556 students.
- **Live Chats/Elluminate Office Hours:** My office hours will take place on Wednesday evenings from 9 pm until 10 pm; we will use Collaborate web software, which allows for two-way audio interaction The Collaborate sessions will be archived so you can view them later, as well. Any changes to these hours will be posted in the "News" area on the course main page. Please note there will always be new (post 2012 book) content during the

Elluminate Office Hour Lectures. There may be readings in the content section related to this. You are responsible for this material.

ASSIGNMENTS/STUDENT RESPONSIBILITIES

The pace of the course is outlined in a tentative course schedule in a separate document. I use the traditional 90-80-70-60 grading scale. Your grade will be determined based upon your performance considering the following information:

Discussion posts (10 points each week. Seven discussion weeks and you can miss one week without penalty.)	60
Introduction discussion post (1) and classmate support posts (2)(5 points each)	15
Class Prep Quizzes (2 at 20 points each)	40
3 Unit Exams (3 at 100 points each)(points are lost for exams submitted late)	300
TOTAL	415

Here is the grading scale (90-80-70-60) and the points needed to achieve the associated grades:

Grade	Points needed
A	373.5 and a above
B	332
C	290.5
D	249
F	248 and below

In borderline cases, the instructor reserves the right to give the higher of the two possible grades if the student has performed with sincere effort to learn the class materials and took advantage of the syllabus quiz noted as possible extra credit on the course schedule. This effort is evaluated on, but not limited to, consideration of class participation Collaborate sessions and the discussion forums, as well.

D2L Homepage: Please create a D2L homepage for yourself (this will follow you to every D2L course you have) by the end of the first week of class. I encourage you put some background information about yourself—your institution, your city, your major (if it is not Business), your interests and experiences, and a bit about your family, if you are comfortable sharing that information. This is a way for us to get to know each other more than just as "avatars" on a D2L course! You can work on this page before the semester starts, as long as you already have D2L access.

D2L Discussion Board: This set of assignments includes seven weeks of posts, and is a significant portion of the grade. See the separate discussion board assignment document in the content section.

Introduction Discussion Post and Classmate Support Posts: These 3 posts will allow you to get to know one another, and to support one another in your studying and learning. In addition to the introduction post, in Classmate Support Forum, you must post one question about the course materials (clarification, etc.) and must answer one other student's question. See Discussions List in D2L for details.

Class Prep Quizzes: These quizzes are designed to help you learn the primary concepts in the material. They are available to be taken 3 times each---til you are satisfied with your grade. You must submit them by the due date.

Unit Exams: There will be three exams (all unit-based). These will use both objective and essay questions. Once you have

started the exam, you will have a fixed amount of time to complete the exam. All exams will **require the use of the Respondus Lockdown Browser**, which you can download within D2L. Please do this at least a couple days before you need to log into an exam. Further, although exams will not be proctored, you are NOT allowed to use any notes, the book, or any other materials or resources while taking the exams. *You will lose 5 points for every 10 minutes your exam is submitted late.*

> **Exam Tips:** Since there is already a large amount of flexibility built into the timeframes for the exams, it is expected that all exams will be completed by the specified due date unless prior arrangements, **at least one week before the exam becomes available,** have been made with the instructor. According to the University schedule, if the final unit exam time does not work for you, you must notify me 30 days prior to the final to make alternative arrangements. ***All materials in the text, lecture, class notes, and Collaborate sessions may potentially be quizzed and tested.***

ADMINISTRATIVE MATTERS

Time zone: All times in this syllabus and course materials refer to Central Standard Time zone (CST).

Feedback and Turnaround Time: I will make every effort to provide feedback and grades on all graded work (exams, quizzes, and assignments) within one week of the due date of the assignment or within one week of the final time of availability for the exam or quiz, unless otherwise noted.

Freedom in learning: Under Board of Regents and University policy student academic performance may be evaluated solely on an academic basis, not on opinions or conduct in matters unrelated to academic standards. Students should be free to take reasoned exception to the data or views offered in any course of study and to reserve judgment about matters of opinion, but they are responsible for learning the content of any course of study for which they are enrolled. Students who believe that an academic evaluation reflects prejudiced or capricious consideration of student opinions or conduct unrelated to academic standards should contact the dean of the college that offers the class to initiate a review of the evaluation.

Ethical Considerations: Ethical behavior is an important part of the course not only as it relates to business behavior, but also as it relates to conducting one's own personal conduct. Consequently, students are expected to conduct themselves in an honest, dignified and professional manner. Such behavior includes respecting the rights of others and the diversity of other cultures, nationalities, and beliefs, in particular in your work on the discussion boards. The BOR Student of Conduct Code also applies.

Plagiarism/Academic Dishonesty: No credit can be given for a dishonest assignment. A student found to have engaged in any form of academic dishonesty may, at the discretion of the instructor, be:
a) Given a zero for that assignment.

b) Allowed to rewrite and resubmit the assignment for credit.

c) Assigned a reduced grade for the course.

d) Dropped from the course.

e) Failed in the course.

Special Assistance or Needs: Any student who feels s/he may need academic accommodations or access accommodations based on the impact of a documented disability should contact and register with Disability Services during the first week of class. Disability Services is the official office to assist students through the process of disability verification and coordination of appropriate and reasonable accommodations. Students currently registered with Disability Services must obtain a new accommodation memo each semester. For information contact: Ernetta L. Fox, Director, Disability Services, Room 119B Service Center North, (605) 677-6389, www.usd.edu/ds; dservices@usd.edu.

Attendance Policy: All students must log into the course by midnight CST of day three (3) of the course.

Attendance will be taken each week and is determined by your participation and completion of graded homework as described above. You simply must log onto the course each week. If a student is unable to participate in class during a particular week due to an emergency, illness, or work related travel, he or she must notify the instructor prior to the missed week. There is no penalty for a one week absence, but the student is responsible for all material that was covered that week. The course grade may be reduced two percentage points for each absence in excess of one week. **Make-up assignments will only be available under conditions such as serious illness, family emergencies, etc., and will be provided solely at the discretion of the instructor. Supporting documentation will be required to be provided through the USD Dean of Students Office. www.usd.edu/studentservices and deanofstudents@usd.edu**

Late Registration: If you register late for the course, you will need to complete any assignments you have missed up to the point of registration as soon as possible. If you have any questions, contact your instructor.

Instructor Initiated Drop: The Instructor Initiated Drop will be used if the student has not participated in the course by day 3 at midnight (CST) and/or does not regularly participate in the mandatory assignments.

Incomplete Grades: While every case will be considered on an individual basis, no grades of incomplete will ordinarily be given in this course.

Privacy of Student Records: The Family Educational Rights and Privacy Act of 1974 (FERPA) provides that each student's educational records remain private. No individual or group outside the educational institution shall have access to nor will the institution (including professors) disclose students' educational records without written consent of the students. Because the instructor cannot ensure that the student is the only one with access to the student's email account, grades will not be provided via email. The student may access his/her grades through D2L.

BEACOM SCHOOL OF BUSINESS POLICIES

Beacom School of Business Mission Statement: Our primary mission is excellence in undergraduate and graduate education that develops successful future business leaders.   We deliver high value to our students, employers and community through distinctive teaching and learning supported by significant intellectual and professional contributions and meaningful service.

Inclusive Excellence: The Beacom School of Business is committed to USD's Inclusive Excellence initiatives. We are committed to cultivating an environment of Inclusive Excellence at all levels of the school. We are committed to graduating globally and culturally aware business students who are equipped with the tools to embrace and practice inclusiveness.

Student Code of Ethics: Students enrolled at the Beacom School of Business are expected to maintain the highest standards of integrity and ethical principles and to adhere to the Student Code of Ethics (www.usd.edu/business/about) developed and approved by Beacom School of Business students. This Code provides a frame of reference for the behavior of Beacom School of Business students in their personal, academic, and professional activities.

SEE SEPARATE COURSE SCHEDULE FOR ASSIGNMENTS