



**EXAM INFORMATION**

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**Exam Number**

240

**Items**

64

**Points**

67

**Prerequisites**

NONE

**Recommended Course Length**

ONE SEMESTER

**National Career Cluster**

BUSINESS MANAGEMENT &  
ADMINISTRATION

**Performance Standards**

INCLUDED (OPTIONAL)

**Certificate Available**

YES

**DESCRIPTION**

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Students will gain an understanding of the law as it relates to them currently and the implications of the law in their future lives as well as the lives of their family and friends. They will also work to gain an understanding of basic legal vocabulary.

The course will include an understanding of the court system at the local, state, and national levels. Students will gain an understanding of contract law, their rights and responsibilities as citizens, utilization of financial transactions, employment and agency relationships, and the understanding of the regulations governing different types of business organizations.

**EXAM BLUEPRINT**

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STANDARD	PERCENTAGE OF EXAM
1- Ethics and Law	12%
2- Court System	6%
3- Procedural Law	16%
4- Criminal and Civil Law	19%
5- Contract Law	24%
6- Sales and Consumer Law	10%
7- Agency and Employment Law	7%
8- Business and Asset Protection	6%



## STANDARD 1

STUDENTS WILL ANALYZE THE RELATIONSHIP BETWEEN ETHICS AND THE LAW AND EXPLAIN THE ORIGIN OF TODAY'S LAW

- Objective 1 Identify unethical and illegal conduct while comparing various ethical theories and explain the historical origins of the law, including the golden rule, the greatest good principle, and duty based ethics.
- Objective 2 Identify sources of today's law: constitutions (state and federal), common law, statutory law, court decisions, administrative law (regulations), and case law.
- Objective 3 Discuss the Constitution including the Bill of Rights as it relates to business, such as commercial speech.
- Objective 4 Determine how courts interpret law and explain the role of precedent in the legal system.

Workplace Skills: Students will connect their knowledge with current workplace skills including:

1. Critical thinking

## STANDARD 2

STUDENTS WILL EXPLAIN THE ROLE AND FUNCTION OF THE COURT SYSTEM ON THE LOCAL, STATE, AND NATIONAL LEVELS

- Objective 1 Explain the structure and function of the federal and state court systems.
- Objective 2 Identify the types of cases heard in each of the federal and state courts and the difference between original and appellate jurisdiction.
- Objective 3 Compare and contrast the juvenile and adult court systems.

Workplace Skills: Students will connect their knowledge with current workplace skills including:

1. Critical thinking
2. Problem solving

Standard 2 Performance Evaluation included below (Optional)

## STANDARD 3

STUDENTS WILL DISCUSS PROCEDURAL LAW.

- Objective 1 Explain the advantages and disadvantages of negotiation, mediation, arbitration, and litigation.
- Objective 2 Identify the various parties involved in a court trial (judge, attorneys, plaintiff/prosecutor, defendant, juries (petit and grand), and court reporter).
- Objective 3 Compare and contrast the steps in a civil lawsuit with the steps in a criminal prosecution.
- Objective 4 Understand the Statute of Limitations as it relates to both criminal and civil law.

Workplace Skills: Students will connect their knowledge with current workplace skills including:

1. Critical thinking
2. Problem solving
3. Teamwork



4. Communication
5. Legal requirements

Standard 3 Performance Evaluation included below (Optional)

## STANDARD 4

STUDENTS WILL DEMONSTRATE AN UNDERSTANDING OF CRIMINAL AND CIVIL LAW AS RELATED TO BUSINESS

- Objective 1 Differentiate among categories of business crimes (felonies and misdemeanors) and associated penalties (restitution, fine, and imprisonment).
- Objective 2 Define different types of business crime in both traditional and cyber contexts (forgery, embezzlement, fraud, larceny by false pretenses, conspiracy, extortion, and bribery).
- Objective 3 Understand defenses to criminal charges (e.g., insanity, self-defense, and entrapment).
- Objective 4 Differentiate between and give examples of negligence (duty of care, breach of duty, actual injury, and proximate cause), strict liability, defamation (libel and slander), and invasion of privacy.
- Objective 5 Understand defenses to civil actions (assumption of risk, contributory negligence, and comparative negligence).
- Objective 6 Describe the remedies available in civil law (punitive, compensatory, injunction).

Workplace Skills: Students will connect their knowledge with current workplace skills including:

1. Critical thinking
2. Problem solving
3. Legal requirements

## STANDARD 5

STUDENTS WILL DEMONSTRATE AN UNDERSTANDING OF CONTRACT LAW

- Objective 1 Demonstrate understanding of the contractual relationship and list the elements required to create a contract (offer, acceptance, genuine agreement, consideration, capacity and legality).
- Objective 2 Identify the classifications of contracts (valid, void, voidable, unenforceable, express, implied, bilateral, unilateral, oral, and written).
- Objective 3 Define consideration as it applies to contract law and list examples of valid consideration for both benefit and detriment.
- Objective 4 Understand the different ways a contract can be discharged or terminated (substantial performance vs. complete performance, mutual release, accord and satisfaction, novation, impossibility performance, discharge by operation of law).
- Objective 5 Differentiate among the ways that a contract can be affirmed (ratification) or disrupted (fraud, non-disclosure, misrepresentation, mistake, duress, undue influence).
- Objective 6 Define breach of contract and legal remedies (damages, specific performance, rescission, restitution).
- Objective 7 Define the conditions which allow contract rights to be assigned/delegated.
- Objective 8 Discuss how you determine contractual capacity (minors, mentally impaired, intoxicated, and language barriers) and the implications of ratification.
- Objective 9 Identify contracts that should be in writing under the Statute of Frauds.



Workplace Skills: Students will connect their knowledge with current workplace skills including:

1. Critical thinking
2. Problem solving
3. Communication
4. Legal requirements

Standard 5 Performance Evaluation included below (Optional)

## STANDARD 6

### STUDENTS WILL COMPARE AND CONTRAST SALES AND CONSUMER LAWS

- Objective 1 Describe the Uniform Commercial Code (UCC). Cover and differentiate the Securities and Exchange Act.
- Objective 2 Differentiate between goods, services, and real property.
- Objective 3 Explain the two types of warranties for sale of goods (expressed and implied).
- Objective 4 List and explain consumer protection laws (Truth in Lending Act and Consumer Product Safety Act).
- Objective 5 Define unfair and deceptive practices (bait-and-switch, usury, identity theft, and price fixing) and the cooling-off rule.
- Objective 6 Explain when title and risk of loss pass in a sale of goods.

Workplace Skills: Students will connect their knowledge with current workplace skills including:

1. Critical thinking
2. Legal requirements

## STANDARD 7

### STUDENTS WILL ANALYZE THE ROLE AND IMPORTANCE OF AGENCY LAW AND EMPLOYMENT LAW AS THEY RELATE TO THE CONDUCT OF BUSINESS

- Objective 1 Identify the nature of an agency relationship and discuss the ways agency relationships may be created (express, implied, apparent, and ratification) and terminated.
- Objective 2 Explain fiduciary duties (e.g. loyalty, reasonable care and skill, confidentiality, accounting, good faith, and obedience) agents and principals owe each other.
- Objective 3 Identify the distinction between employee, independent contractor, and employment at will and demonstrate an understanding of employee rights (job interview, drug testing, background checks, laws affecting minors, collective bargaining, and unemployment compensation).
- Objective 4 Identify and discuss employment and discrimination laws (race, gender, sexual orientation, national origins, religion, physical disability, and age).
- Objective 5 Identify legislation that regulates employment rights, conditions and worker benefits (Americans with Disabilities Act, Occupational Safety and Health Act, Fair Labor Standards Act, and Equal Employment Opportunity Act).



**Workplace Skills:** Students will connect their knowledge with current workplace skills including:

1. Communication
2. Legal requirements

## **STANDARD 8**

**STUDENTS WILL DESCRIBE THE METHODS OF PROTECTING YOUR BUSINESS AND PERSONAL ASSETS**

- Objective 1** Identify the liability protection provided by the different forms of business organizations (sole proprietorship, partnership, limited partnership, corporation and limited liability company).
- Objective 2** Discuss the critical differences between patent, copyright, and trademark protection, including civil infringement as a cause of action.
- Objective 3** Demonstrate how to protect a trade secret and the civil, criminal (Economic Espionage Act), and employment (non-compete and non-disclosure agreement) ramifications.
- Objective 4** Understand how the different types of bankruptcy (Chapter 7 – Liquidation and Chapter 11 – Reorganization) can affect a business' assets and debts.

**Workplace Skills:** Students will connect their knowledge with current workplace skills including:

1. Critical thinking
2. Problem solving
3. Communication
4. Teamwork
5. Legal requirements
6. Computational thinking



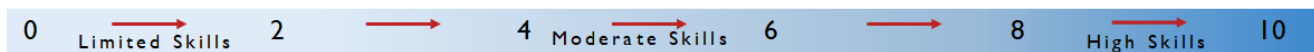
## Business Law Performance Standards (Optional)

Performance assessments may be completed and evaluated at any time during the course. The following performance skills are to be used in connection with the associated standards and exam. To pass the performance standard the student must attain a performance standard average of **8 or higher** on the rating scale. Students may be encouraged to repeat the objectives until they average **8 or higher**.

Students Name \_\_\_\_\_

Class \_\_\_\_\_

### PERFORMANCE RATING SCALE



#### STANDARD 2 Court System

Score:

- Analyze court decisions relating to current social and legal issues.
  - Analyze a resolved, current (within 10 years) business law case.
  - Identify the law classification, issue, and question of law/facts in dispute.
  - List the material facts, parties involved (defendant, plaintiff, witnesses), principles of law used to arrive at a decision, damages sought.
  - If case has been decided, report on decision made and identify the principle(s) of law used to arrive at the decision.

#### STANDARD 3 Procedural Law

Score:

(Complete one of the following)

- Participate in a mock trial.
  - Actively participate in a mock trial by preparing for and acting your assigned part.
  - Understand the setup and expectations of behavior in a courtroom.
  - Understand the procedures of a trial (e.g. opening/closing arguments, objections, examination, judgement/verdict).
- Analyze a live or prerecorded court session.
  - Identify the law classification (criminal or civil case and the specific crime or tort).
  - Identify the issue and question of law/facts in dispute.
  - List the material facts, parties involved (defendant, plaintiff, witnesses), principles of law used to arrive at a decision, damages sought.
  - Report on decision made and identify the principle(s) of law used to arrive at the decision.



**STANDARD 5 Contract Law**

**Score:**

- Analyze a contract.
  - Identify and verify that all elements of the contract are present.
  - Explain the benefits and detriments to each party in the contract.
  - Describe any restrictions listed in the contract.
  - Analyze the contract for legality.
  - Analyze any applicable warranties.

**PERFORMANCE STANDARD AVERAGE SCORE:**

Evaluator Name \_\_\_\_\_

Evaluator Title \_\_\_\_\_

Evaluator Signature \_\_\_\_\_

Date \_\_\_\_\_



## Business Law Vocabulary List

ethics  
unethical/illegal conduct  
constitution  
common law  
due process  
statutory law  
case law (court decisions)  
administrative law  
Bill of Rights  
precedent  
jurisdiction (original/appellate)  
grand and petit juries  
juvenile court  
appellate court  
State courts  
Federal courts  
Statute of Limitations  
plaintiff  
defendant  
prosecutor  
litigation  
arbitration  
mediation  
conciliation  
civil law  
    complaint  
    preponderance of evidence  
    judgment  
    civil law remedies  
criminal law  
    arrest  
    proof beyond a reasonable doubt  
    verdict  
    criminal law penalties  
compensatory  
punitive  
liquidated  
nominal damages  
restitution  
felony  
misdemeanor  
infraction  
crime  
forgery  
embezzlement  
fraud  
perjury  
insanity  
self-defense  
negligence  
    duty of care  
    breach of duty  
    breach caused injury  
    actual injury  
liable  
slander  
invasion of privacy  
defamation  
strict liability  
proximate cause  
assumption of risk  
tort  
reasonable person standard/test  
proximate cause  
injunction  
classification of contracts  
    valid/void/voidable  
    unenforceable  
    express/implied  
    bilateral/unilateral  
    written/oral  
offer and acceptance  
genuine agreement  
consideration  
capacity  
legality  
pledge/gifts  
benefit/detriment  
assignment/delegation  
performance





nondisclosure  
misrepresentation  
mistake  
duress  
undue influence  
minors and contracts  
majority  
Statute of Frauds  
discharged/terminated contracts  
breach of contract  
ratification  
goods  
real property  
risk of loss  
shipment contract  
destination contract  
identity theft  
expressed warranty  
implied warranty  
Uniform Commercial Code (UCC)  
usury  
fiduciary  
gratuitous

terms of agency  
agent and principal (including duties)  
consumer protection laws  
    bait and switch  
    Truth in Lending Act  
    price fixing  
    cease and desist  
independent contractor  
justified discrimination  
unjustified discrimination  
OSHA  
equal employment acts  
employee rights, conditions, benefits  
unemployment compensation  
collective bargaining  
garnishment  
sole proprietorship  
partnership (limited/general)  
corporation (private/public/non-profit)  
franchise  
stock (common/preferred)  
shareholder  
bankruptcy