To the Student:

After your registration is complete and your proctor has been approved, you may take the Credit by Examination for BLAW 1A.

WHAT TO BRING

- blue or black ink pen
- your completed oral presentation on standard-size VHS videotape, standard-size audiocassette tape, or CD

PREPARATION

You will be given an answer sheet for the exam, but you need to bring a blue or black ink pen with you. You also need to **complete an oral presentation on alternative dispute resolution (ADR) at home**. You may use either a standard-size VHS videotape (no mini-VHS, please) or an audiocassette tape or CD to record your oral presentation. **Bring your presentation recording to the exam** and give it to the proctor to submit with your CBE. ***Do not mail*** *the recording to TTUISD! It* ***must*** *be given to your exam proctor.*

Your presentation must cover the process and advantages of ADR and the facts of an actual resolution proceeding. Check with the district court administrator in your area and get a list of dispute resolution centers. Ask them what their jurisdiction entails. Finally, follow the progress of an actual resolution proceeding. To do this, you must speak to an ADR Processor (at a dispute resolution center) about observing and obtaining the permission of those involved in an actual proceeding (because these proceedings are usually confidential). If this is not possible, ask to observe a training session, in which a mock proceeding is used.

Give an oral report on the results of your research. The oral report is worth 20-40 points of your exam score. Your report should include the procedure that you followed to get in touch with the ADR Processor. Also, relate the steps they require to file a complaint. Your presentation should be between three and five minutes long. The points for the oral speech will take into consideration the following criteria:

- adhering to the time limit;
- the facts of the dispute resolution that you observe;
- the organization of your presentation; and
- grammar, such as the correct usage of subject, verb, etc.

ABOUT THE EXAM

The BLAW 1A CBE will consist of completion, multiple choice, true/false, matching, short answer, and case analysis questions. The exam is designed for all types of testing. Some students do better on true/false and some do better on other types of testing. You should find the exam to be fair, thorough, and easy to follow. The CBE for BLAW 1A contains 120-160 questions which are similar to the practice exam included in this letter. You have three hours to complete the exam.

Prepare for the exam by reviewing any of the state-adopted textbooks that are used at your school. The textbook used with our BLAW 1A course is:

> Brown Gordon W. and Sukys, Paul A. (2006). *Understanding Business and Personal Law*. McGraw Hill Companies, Woodland Hills, California.

This semester of BLAW covers ethics and the law, criminal law, crimes and torts in society, the dual court systems, trial procedures, contract law, warranties, bailments, agency and principal relationship, employee and employer laws of protection and equal opportunities, and federal laws affecting wages, benefits, and safety for employees. I suggest that you study the legal vocabulary in a business law textbook. Knowledge of legal terms will help you analyze the exam questions. Ethics is a major part of the law. English common law helped our forefathers design our legal system, so some review of ethics and common law will be helpful. You probably have been exposed to many of the laws presented in this course. Our daily lives are touched by so many areas of ethics, criminal law, torts, warranties, contracts, and employment law that we tend to forget that we already know something about our legal system. The exam focuses on the most common areas of these topics. It is a thorough exam, but designed so that the student does not have to "quote the law" word for word, but should show an understanding of personal and business law.

The Texas Education Agency establishes Texas Essential Knowledge and Skills (TEKS) requirements for all courses taught in Texas. To fulfill the TEKS requirements for this course, you must perform research and answer questions on your research. Even if you are not a resident of Texas, the methods of research are still of benefit to you in your home state. If you do not have access to a computer at home, at school, or at a library and you live in Texas, you can check with a Division of Workers' Compensation at the Texas Department of Insurance (TDI) and Texas Workforce or Texas Work Source Center. If you have access to a computer, go to the Texas Worker's Compensation Commission website at http://www.tdi.state.tx.us/wc/ and the Texas Workforce website at http://www.twc.state.tx.us/. The Division of Workers' Compensation at the TDI is a state-regulated insurance program that is designed to help provide protection for employees who are injured on the job or who have a disease or illness that is job-related. Workers' compensation will pay for medical treatment of an injury, illness, or disease if it is job-related and the worker's employer has workers' compensation insurance or is certified by the Division of Workers' Compensation at the TDI to self-insure. Note that the employer has the right to choose whether he or she maintains worker's compensation insurance. The website gives you the options an employer may choose.

Questions?

For more information about CBE policies, visit http://www.help.k12.ttu.edu/ or see your course Policies & Forms Guide.

Good luck on your examination!

Sample BLAW 1A CBE

The CBE includes matching of legal terms, statements to complete, true/false questions, and multiple choice. A sample exam is given below, with the correct answers at the end.

Completion. Write the correct word in the blank to complete each statement.

1. The most fundamental law of a nation or a state is a(n) _____.
2. At the federal level, statutes are made by _____.
3. A(n) _____ is a promise that an employer will treat an employee with fairness and honesty.
4. A transient who seeks temporary lodging at a hotel is called a(n) _____.

Multiple Choice. Circle the letter of the answer that best completes each statement.

5. For legal action on a contract, all 50 states have a
   A. statute of frauds.
   B. statute of limitations.
   C. commercial statute.
   D. Uniform Commercial Code.
6. A promise not to compete is called
   A. usury.
   B. goodwill.
   C. a restrictive covenant.
   D. a bid.
7. Consideration is the exchange of benefits and
   A. debtors.
   B. obligation.
   C. detriments.
   D. forbearance.
8. In order to give sufficient cause for setting aside an agreement, a mistake must
   A. be unilateral.
   B. relate to value.
   C. be mutual.
   D. involve over $500.

Matching. Match the description in Column A with its corresponding legal term in Column B.

Column A

_____ 9. a warranty in which a defective product will be fixed or replaced for free within a reasonable time after a complaint has been made

_____ 10. a collection of laws that govern various types of business transactions

_____ 11. attempt to commit a battery

_____ 12. courts that hear civil cases involving limited amounts of money

Column B

A. assault

B. full warranty

C. small claims court

D. UCC

Completion. Write the correct word in the blank to complete each statement.

13. The Division of Workers' Compensation at the Texas Department of Insurance (TDI) is a(n) _____ regulated insurance program.

14. Workers' compensation will replace _____ of the worker's lost wages under certain conditions.

15. The Texas Workforce Commission is a(n) _____ government agency that is designed to oversee and provide workforce development services for _____ and job seekers of Texas.

16. Texas revised its workers' compensation law in 1917 and it provided the basic framework for the state's workers' compensation system for _____ years.

True/False. Read each statement. Write a *T* in the blank if the statement is true or an *F* if it is false.

_____ 17. Texas employers may choose whether or not to maintain workers' compensation insurance.

_____ 18. The Texas Workforce Commission network has information for employers on labor law and labor market statistics.

_____ 19. The Texas Workforce Commission charges a large fee to each Texan that uses its services.

_____ 20. The Division of Workers' Compensation at the Texas Department of Insurance (TDI) will help an injured worker get all of his or her lost wages replaced.

_____ 21. Texas is one of the three states that did allow private employers to self-insure.

Sample CBE Answer Key

1. constitution
2. Congress
3. implied covenant
4. guest
5. B
6. C
7. C
8. C
9. B
10. D
11. A
12. C
13. state
14. some
15. state; employers
16. 75
17. T
18. T
19. F
20. F
21. T