

UNIVERSITY OF REGINA FACULTY OF BUSINESS ADMINISTRATION

Business Law
BUS 307 040 Spring 2023
Monday and Wednesday, 10:00 a.m. to 12:45 p.m.
ED 623

INSTRUCTOR: Heather Nord, B.A., J.D., M.B.A.

Contact Information: URCourses email ONLY PLEASE. I do NOT use IM on

URCourses so it is certain that I will miss your message.

Office hours: Please contact me by email.

COURSE DESCRIPTION

The course provides the student with an introduction to Canadian legal institutions and processes. Topics discussed include the judicial system, sources of law, constitutional law, civil liability, regulation of business, professional liability, torts, contracts, property law, employment law, insurance and guarantee, business organization and corporate governance.

COURSE OBJECTIVES

The objective of the course is to give students a general understanding of substantive and procedural law to be able recognize legal risks in a business environment. At the end of this course, you will be able to:

- understand areas of substantive law in Canada;
- access and understand relevant provincial and federal legislation;
- identify and review legislation and cases;
- recognize legal issues that affects businesses in Canada;
- develop problem-solving skills;
- improve reading comprehension;
- research legal issues; and
- develop legal and technical writing skills.
- apply legal knowledge to identify potential legal risks in important areas of business activity;

COURSE MATERIAL

It is imperative that students continually check **URCourses** over the course of the semester. Updates and additional information regarding the course will be provided on *URCourses*. Failure to check *URCourses* in a timely manner may negatively affect your progress in the course.

Required Text: Smyth, J. E., Soberman, D.A., Easson, A.J. and McGill, S.A, *The Law and Business Administration in Canada*, <u>15th Ed</u>. (2019), Pearson, Toronto, Ontario ISBN: 978-0-13-484129-8 (hardcover)

An online version of the text is available from the publisher's website. Logon and create a student account in order to purchase access. If they require an instructor's code to complete the sale, just email me for it.

NOTE: NO previous editions of the text prior are acceptable. There are significant changes to the format and content of this edition as compared to previous editions. Cases and other material will be assigned from the text and you will be confused if you use other editions of the text.

Additional Reading

Additional readings may be assigned through *UR Courses*, such as PowerPoint slides, statutes, articles, video links, etc. Students are responsible for reviewing these supplementary materials when so directed.

Websites: A comprehensive listing of key websites is provided on the inside cover of the text. In addition, we will make extensive use of a legal database called **CanLII**. See below:

CANLII: Canadian Legal Information Institute: A legal research website providing statutes, regulations and reported cases. CanLII also contains all federal and provincial statutes, their regulations, case law ("note ups") and the decisions of administrative agencies, boards and commissions by jurisdiction. It is comprehensive and easy to use. This will be the main source for online research for the case paper and other assignments. See: www.canlii.org

URCourses

I have experienced students not answering their emails from classmates or me in a timely way, or at all, and it is not acceptable. IF I EMAIL YOU, I EXPECT AND APPRECIATE A RETURN REPLY QUICKLY, AS DO YOUR CLASSMATES WHEN YOU ARE WORKING ON A GROUP ASSIGNMENT.

COURSE SCHEDULE

NOTE: The course schedule is the planned approach to the course, but it should be considered "tentative" as circumstances may cause us to vary it from time to time. You will be advised of any changes in the course schedule in class if possible and on URCourses pages and email.

Please make sure to review URCourses and your University/URCourses email often so you don't miss important notifications and instructions.

Wednesday, May 3, 2023: Overview of the Course and Law, Society and Business

IMPORTANT NOTICE: ASSIGNMENT: QUIZ ON CHAPTERS 1 AND 2 ON SUNDAY, MAY 14, 2023 AT 9 P.M. THE LINK IS FOUND ON THE URCOURSES POSTING.

Required Reading:

- ✓ Course Outline Business Law 307 040 Spring 2023 (See URCourses at the top of the site)
- ✓ Text and the Power Point slides for Chapter 1: Law, Society and Business and Chapter 2: The Machinery of Justice.
- ✓ Review: Constitution Act, 1982 and the Canadian Charter of Rights and Freedoms, Schedule B to the Canada Act 1982 (UK), 1982, c 11
- ✓ We will review the *Course Outline* in detail to ensure you know what is expected of you and when and how the class is scheduled. The Course evaluation criteria will be discussed. The course materials are described in the Course Outline found at the top of the URCourses site.
- ✓ The **Power Point slides** are available to help you deal with a significant volume of specific legal terms and principles. They are uploaded to URCourses prior to each week's class, so please use them as you see fit. *However, they don't replace your attendance in class or doing the readings from the text as well.*
- ✓ It is necessary to understand how law is created and how to find various sources of law: statutes and cases. We will learn how to research the law by locating statutes and cases on *CanLII*, a comprehensive legal database, and how to read a statute and "brief" a case.

Monday, May 8, 2023 and Wednesday, May 10, 2023: The Machinery of Justice and Government Regulation of Business

IMPORTANT NOTICE: ASSIGNMENT: QUIZ ON CHAPTERS 1 AND 2 ON SUNDAY, MAY 14, 2023 AT 9 P.M. THE LINK IS FOUND ON THE URCOURSES POSTING

Required Reading:

- ✓ Text and the Power Point slides for Chapter 2: The Machinery of Justice and Chapter 3: Government Regulation of Business
- ✓ Review: Competition Act, R.S.C. 1985, c. C-34 and The Saskatchewan Consumer Protection Act, S.S., 1996, c. C-30.1
- **✓** Discuss the first assignment on price-fixing.
- **✓ NOTE: START PREPARING FOR THE PRICE-FIXING ASSIGNMENT!**
 - REVIEW the Loblaws price-fixing article for the first assignment which is uploaded on URCourses.
 - Ocontact your groups to prepare for the first assignment. (Please don't leave it because the deadline will quickly approach and you will be very busy with course material every week (3)

Monday, May 15, 2023 and Wednesday, May 17, 2023: The Law of Torts

IMPORTANT NOTICE: Wednesday, May 17, 2023: Discuss the TORT case problems at the end of Chapter 4 of the text as assigned to groups (See: URCourses).

Required Reading:

- ✓ Text and the Power Point slides for **Chapter 4:** *The Law of Torts*
- ✓ Review: *The Contributory Negligence Act*, **1978**, R.S.S. c. C-31 on CanLII.
- ✓ NOTE: This would be a good time to review the document posted on URCourses entitled "How to Analyze a Case". This will help you prepare for the tort case problems on Wednesday, which we will do in class by groups.

✓ NOTE: THERE IS A TORT CASE ON THE MIDTERM EXAM.

Monday, May 22, 2023: NO CLASS TODAY: MAY LONG WEEKEND

Wednesday, May 24, 2023: Professional Liability and Contracts

IMPORTANT NOTICE: ASSIGNMENT: QUIZ ON CHAPTER 5 ON SUNDAY, MAY 28, 2023 AT 9 P.M.

THE LINK IS FOUND ON THE URCOURSES POSTING

Required Reading:

✓ Text and the Power Point slides for **Chapter 5**: *Professional Liability: The Legal Challenge*.

Contracts

Required Reading:

✓ Text and the Power Point slides for:

Chapter 6: Formation of a Contract: Offer and Acceptance

Chapter 7: Formation of a Contract: Consideration and Intention

Monday, May 29, 2023: Contracts

IMPORTANT NOTICE: ASSIGNMENT: The Price-fixing assignment is due today by email on URCourses at class time in a Word document.

IMPORTANT NOTICE: ASSIGNMENT: QUIZ ON CHAPTER 9 ON SUNDAY, JUNE 4, 2023 AT 9 P.M. THE LINK IS FOUND ON THE URCOURSES POSTING

Required Reading:

(Note: We don't take Chapter 11 in the course).

- ✓ Text and the Power Point slides for:
- ✓ Chapter 8: Formation of a Contract: Capacity to Contract and Legality of Object.
 - Chapter 10: Writing and Interpretation; and
- ✓ Review for the midterm exam: Tort case problems

Wednesday, May 31, 2023: Contracts: Chapter 9, Mistake and Misrepresentation and How Contracts are Set Aside; REVIEW FOR THE MIDTERM Required Reading:

- ✓ Chapter 9: The Grounds Upon Which a Contract May be Set Aside: Mistake and Misrepresentation
- ✓ Review tort case problems for the midterm

Monday, June 5, 2023: ONLINE MIDTERM EXAM

- ✓ **Content:** Chapters 1 to 10.
- ✓ **Format**: The exam will include multiple choice and true and false questions based on class materials, the text, the PowerPoint slides and readings assigned to date.
- ✓ **NOTE: YOU MAY PREPARE AND USE A STUDY SHEET IN THE EXAM.** It must be one page of 8.5 x 11", **double-sided**, in any font or format you wish. Send it to me before the example so I can verify the length.

Wednesday, June 7, 2023: Contracts

IMPORTANT NOTICE: ASSIGNMENT: QUIZ ON CHAPTER 13 ON SUNDAY, JUNE 11, 2023 AT 9 P.M. THE LINK IS FOUND ON THE URCOURSES POSTING

Required Reading:

✓ Text and the Power Point slides for:

Chapter 12: The Discharge of Contracts

Chapter 13: Breach of Contract and its Remedies

✓ Statute Review: *The Frustrated Contracts Act*, S.S., c. F-22.2

✓ NOTE: THERE IS AN CONTRACT CASE ON THE FINAL EXAM.

Monday, June 12, 2023: Employment Law

IMPORTANT NOTICE: ASSIGNMENT: QUIZ ON CHAPTER 18 ON SUNDAY, JUNE 18, 2023 AT 9 P.M. THE LINK IS FOUND ON THE URCOURSES POSTING

Required Reading:

- ✓ Text and the Power Point slides for **Chapter 18:** *The Contract of Employment*
- ✓ Statute Review: The Saskatchewan Employment Act, S.S. 2013, c. S-15.1; The Occupational Health and Safety Act, S.S., 1993, c. O-1 and The Saskatchewan Human Rights Code, S.S., 1979 c. S-24.1
- ✓ NOTE: THERE IS AN EMPLOYMENT CONTRACT CASE ON THE FINAL EXAM.

Wednesday, June 14, 2023: *Insurance Law and Landlord and Tenant Law* Required Reading:

✓ Text and the Power Point slides for:

Chapter 16: Insurance and Guarantee

- ✓ Chapter 22: *Landlord and Tenant*.
- ✓ Statute Review: *The Landlord and Tenant Act*, R.S.S., 1978, c. L-6

Monday, June 19, 2023: LAST DAY OF CLASSES: Business Organization and Corporate Governance Required Reading:

- ✓ Text and the Power Point slides for **Chapter 25:** *The Nature of a Corporation* and its Formation
- ✓ Text and the Power Point slides for Chapter 26: Corporate Governance: The Internal Affairs of a Corporation
- ✓ Statute Review: *The Business Corporations Act*, R.S.S. 1978, c. B-10
- ✓ Review for the final exam

Friday, June 23, 2023: FINAL EXAM

ONLINE: 9:00 p.m. to noon.

LOCATION: TBD

Additional details about the format and content of final exam will be posted on *URCourses* prior to the exam date.

COURSE EVALUATION

Distribution of Marks		Dates
Part A Competition Act Assignment	10 %	Monday, May 29, 2023
Part B, revisions (no grade)	-	TBA
Chapter Quizzes (5)	15%	ongoing
Class Participation	15%	ongoing
Midterm Exam	30 %	Monday, June 5, 2023
Final Exam	30 %	Friday, June 23, 2023

Your mark in this class will be made up of several components, as noted above.

PLEASE NOTE THIS INFORMATION ABOUT ASSIGNMENTS:

- > All assignments are mandatory and must be submitted. That includes attendance in class.
- ➤ Please don't decide to omit an assignment thinking that you will merely forfeit those marks, opting for a 0 on that assignment. That is not how marking works. A "0" mark is assigned if the work is submitted but is so substandard as to not be worth any marks at all.
- Not submitting an assignment in this class means that all required assignments in the class have not been completed, which can result in you receiving an "NP" in the class. (NP means "No Paper").

- No alternative methods of course evaluation will be considered. Please do not ask to make up low marks in an assignment by doing extra work or re-taking a quiz or an exam. There are many opportunities to earn marks in the class in different ways.
- Late assignments will only be considered if they are a result of a personal emergency or health reasons. You must advise me <u>in advance</u> of the due date of an assignment and provide appropriate information to support your request.
- If you have not completed an assignment, it is your responsibility to contact me to discuss it immediately.

Your mark in this class will be made up of several components, as described below:

1. Class Participation

- Class participation is worth 15% of your grade.
- Attendance, class discussion, preparation, possible optional assignments and other types of class involvement are all part of class participation.
- Attendance is required in this class. An attendance sheet will be circulated at the end of each class. Please make sure to sign it each class.
- Note: If you miss more than 4 classes in the semester you will likely receive either a 0/15 or an NP for CP, depending on the number of classes that you missed, at the instructor's discretion, notwithstanding having completed optional assignments. If you are continually absent, you many not be allowed to write the final exam, at the instructor's discretion.
- We have a lot of material to cover in this course so please prepare for each class by reading the required chapters of the text, the PowerPoint slides which will be posted on URCourses prior to each lecture, and other assigned readings such as statutes or articles, and be prepared to discuss assigned case problems or assignments in class.
- Please remember to use your name cards in class so I can get to know you by name.
- Your views and comments are always welcome and add value to the class so please don't hesitate to ask questions in class or email me or speak to me after class.

- 2. Chapter Quizzes (5): ongoing
 Due Date: ongoing, dates and times posted on URCourses
 - These short quizzes are worth a total of 15% of your grade.
 - There will be 5 quizzes on chapters throughout the semester.
 - They will be very short in length, with only multiple choice and true and false questions. It is much like doing a "snap quiz" in class. They are worth 3 marks each (x 5).
 - They are mandatory.
 - The quiz will be set on URCourses to open and close at a specific time.
 - We will do these short quizzes at the end of key chapters to ensure that you are keeping up with your reading and to reflect your comprehension of the course material.
 - If you keep up with your readings, the Chapter Quizzes won't be difficult.
- 3. Short 2-Part Assignment: Competition Act, 1985, R.S.C., c. C-36 and Price-fixing Analysis

 Due date: Wednesday, May 25, 2023
- The assignment is worth **10%** of your grade.
- Please also refer to URCourses for further information.
- This is a group assignment so you all jointly and severally liable for the contents of this paper. If this is the first time you are doing group work, you should know the rules of engagement. You are all responsible for the quality and content of the paper that you submit as a group. PLEASE NOTE THAT INCLUDES PLAGIARISM.
- You will get a group mark, unless group member(s) have not fully participated. I reserve the right to mark individually in cases where group members have ghosted others, not met deadlines causing frustration and challenges for the paper assembler or the group, or handed in substandard work. You should note that on your Peer Evaluation form.
- You all should proofread the paper BEFORE YOU SUBMIT IT TO ME and note
 where you or your group members failed to cite their work. Send the group
 member an email and let them know that they must change it. It is the

responsibility OF EVERY GROUP MEMBER to check for important academic writing matters in a group paper. Please also diligently perform the assigned task I have given each of you in the paper. That includes in-text and legal citation checking and the content and format of the reference list. The paper assembler is not solely responsible for proofreading the paper. The paper assembler should send the nearly finished draft to everyone in the group and ask each person to suggest or make the last-minute edits, including editing or adding in-text citations, in a group-approved manner. DO NOT LEAVE THE TASK OF FINAL PROOFREADING TO THE PAPER ASSEMBLER: IT IS YOUR JOB, TOO.

Purpose of the Assignment

There are several purposes for this assignment.

The first is to learn how to review and apply a statute. The specific example in this assignment is price-fixing. You will have to review a statute in order to identify relevant sections which describe the prohibited activity of price-fixing in the marketplace, to describe the procedures and penalties stipulated in the statute, to understand and describe how the federal Competition Bureau and the Competition Tribunal regulate and govern marketplace activities in Canada, to see how consumers are protected by such a legislative framework, and to understand how liability is established and punished when companies violate the *Competition Act*.

The second purpose is to do legal and other types of research. You will have to look up several agency websites, review statutes, review and follow my instructions <u>very</u> <u>carefully</u>, and look up media articles discussing developments in the case.

The third purpose is to improve your writing skills by following specific legal and academic writing rules, and then correcting the errors you made in the first draft of your paper when you resubmit it. A writing assignment such as this is very helpful to hone your business and academic writing skills by writing a technical paper, which are very important in the workplace.

Finally, this case gives you a real-life example of how the law regulates businesses and punishes violations.

Structure of the Assignment

This is a 2-part assignment which you will do in small groups of 4 students.

I'll assign you to a group, as well as the questions each student will answer and the group paper tasks noted below.

That will also include:

1. a student being assigned to assemble the print document and ensure all the questions are answered and it is organized well;

- 2. another student will have to check the in-text citations to ensure they are in correct APA format,
- 3. a third student must check the legal formatting and citations, and
- 4. a fourth student must assemble the Reference List and ensure it is in correct APA format and that there is concordance between the Reference List and in-text citations in the paper.
- Please pay careful attention to your duties in this assignment. I've seen many groups where the student responsible for the assigned tasks didn't do them and the paper was terrible as a result, and most likely included plagiarism, which nobody caught and corrected. Please don't let his happen to your group.
- That way these very important aspects of good technical writing won't be left to chance, with one person having to stay up to 4:00 a.m. to finish the paper. (I know all about that it is often a problem with group work, so we'll organize ourselves accordingly ahead of time!). However, since you must work on this assignment together you will be marked as a group (unless there are extenuating circumstances where a student may be marked individually).
- The first part of the assignment (Part A) is to review the federal *Competition Act*, R.S.C., 1985 c. C-36 and other relevant material to understand anti-competitive behaviour, and specifically that of price-fixing, and describe how it applies to Loblaws. There are a number of questions to answer on this topic. **FOLLOW THE ASSIGNMENT INSTRUCTIONS HERE AND ON URCOURSES CAREFULLY.** I say this advisedly because many groups fail to do this and it is apparent and costs you many marks.

Write your paper and submit it to me in a Word document (NOT a PDF) by URCourses email.

It will be marked and **heavily edited** for organization, accuracy, legal sourcing and citations, overall writing style, APA in-text sourcing, required content and reference list formatting, and returned to your group.

Part B of the Assignment

Due date: TBA

The second part of the assignment is to review the edits and comments because you will have to REVISE AND CORRECT your paper and RESUBMIT IT. This is a classic feedback loop and something you will invariably have to do in business and government when you are working (if you aren't doing it at work already!). Technical writing requires doing several drafts, as does good academic writing.

You don't get more marks for doing this – you are simply correcting the mistakes I have identified while editing the assignment so that you know how to do the technical parts correctly, which you should have done in the first place.

While I know some of you will pay very close attention to the comments and editing as an opportunity to improve your technical writing skills for future assignments, others will think it isn't important, or only glance at it, and a few will put the paper aside and never consider it again.

To ensure your cooperation, I won't release your marks for the assignment until you do the editing. PLEASE NOTE THE CONSEQUENCES OF ME NOT RELEASING YOUR MARK IF YOU FAIL TO COMPLETE BOTH PARTS OF THIS ASSIGNMENT: YOU WILL HAVE AN NP FOR THIS ASSIGNMENT AND THUS WILL LIKELY GET AN NP IN THE CLASS.

Subject of the Assignment

The subject matter of the assignment is the anti-competitive offence of *price-fixing*, which is a type of competition restriction prohibited in the marketplace, defined pursuant to the federal *Competition Act*, 1985, R.S.C., c. C-34 ("the Act"). You must also understand the role of the federal Competition Bureau and its Commissioner, and the Competition Tribunal (and its enabling statute) which hears matters pertaining to violations of the *Competition Act*, 1985.

Content of the Assignment

The assignment should include describing the following information. It is suggested that you follow the order of these questions and topics. It will be easier for you because there is a logical flow to the questions.

Note: each response may require a combination of information from websites or reference material and <u>sections of relevant statutes</u>. Remember that this is a <u>legal research assignment</u>, not a "copy/paste from government websites" paper. Therefore, when I indicate that you must refer to relevant sections of the statutes (i.e. the law) which apply to this topic, that is a very important thing to do in this type of assignment. Get used to quoting relevant sections of Acts in your answers. It is very important in this assignment.

<u>NOTE:</u> This is not a copy/paste assignment from a Grade 5 class! Please do not copy/paste long pieces of text from websites and think that answers the question. It won't. **Analyze, synthesize and summarize where possible**. READ THE STATUTE. IT IS THE LAW. You can certainly use relevant quotes, just remember the rules. Use specific, carefully crafted information. Quote it properly, cited to page number.

It is, however, very appropriate, and <u>usually the best approach</u>, to directly quote sections of an Act. <u>DO NOT PARAPHRASE SECTIONS OF AN ACT</u>. You will invariably leave out crucial information and mess up the format of the section, which is also important in interpreting the section for a legal reader. Sections of an Act are very carefully drafted to express the specifics of the law and are meant to be read in context. <u>SO DO NOT PARAPHRASE WHEN YOU CAN DIRECTLY QUOTE A SECTION OF AN ACT</u>. (READ THIS BECAUSE YOU WILL LIKELY IGNORE THIS INSTRUCTION WHEN YOU WRITE YOUR PAPER).

Please respond to these questions in your paper in the order they are listed below.

My comments in italics are suggestions only. Use your best judgement in deciding which source(s) are important.

QUESTIONS

- 1. An introduction outlining the **purpose** of the assignment, the **scope** of review and **methodology** of the assignment, the **sources of information used** (i.e., statutes with the correct legal citation) the title of the initial news article used and the Competition Bureau, Competition Commissioner and Competition Tribunal websites) and the outcomes, if any.
 - Note that the Competition Tribunal is the federal administrative tribunal which hears contraventions of the Competition Act, 1985.
- **2.** The **purpose** of the *Competition Act*, 1985. Quote the relevant section of the statute.
- **3.** The **role and mandate** of the Competition Bureau.
- **4.** The **mission and vision statements** of the Competition Bureau.
- **5.** The **values** of the Competition Bureau.
- **6.** The role and mandate of the **Competition Commissioner**. *Quote the relevant section of the statute*.
- **7.** A description of the activities of the Competition Bureau and Commissioner.
- **8.** The role and mandate of the **Competition Tribunal** (the administrative tribunal which hears competition violations and decides on appropriate sanctions and punishment). *Note: You will have to research this and use the relevant statute and quote sections of the statute which apply.*
- 9. The nature of competition violations. NOTE: You must also use external research here such as the text or my PPT slides, or any other academic/legal source.

- **10.** Define and describe **price-fixing**. *Quote relevant sections of the statute*.
- **11.** What are the **penalties for price-fixing** under the Act? *Quote the relevant section of the statute.*
- **12.** The **public complaints process** available for consumers or companies to report a competition violation. *Refer to relevant sections of the statute and the Competition Bureau's website where necessary.*
- **13.** How is a **complaint investigated** by the Competition Bureau? *Refer to specific sections of the Act and the website as required.*
- **14.** Is there a difference between **civil and criminal prosecutions** under the statute? Please explain, citing relevant sections of the statute and information from the Competition Bureau and Competition Tribunal websites.
- **15.** Who are **whistleblowers?** Are they recognized under the statute? What does the statute provide? *Please define and describe this term using academic/legal sources and/or the agency websites. Quote relevant sections of the statute.*
- **16.** What is **the Immunity Program** offered by the Competition Bureau? Please explain its application and eligibility. *Cite information from the Competition Bureau website.*
- **17.** How does the immunity program **apply to Loblaws**? Describe what happened in this case and how it relates to procedures and/or possible penalties under the statute. *Refer to the article on URCourses as well as additional articles and research.*
- **18.** Which companies are alleged to have been involved in the **Loblaws' cartel**? Please provide a complete list. What are their positions with respect to the allegations against them? *Please describe and explain using external research*.
- **19.** What has been the **outcome** of the Loblaw's bread price fixing case to date?

There have been many developments since the article which is uploaded on URCourses was first published. Please describe these developments. Remember that if you are citing cases, you must give the case name and its legal citation.

20. Conclusion

What did your group learn about anti-competitive behaviour? What do you think about a company like Loblaws which knowingly violated the law? Is the legislation effective? What are your impressions about price-fixing? Please explain your conclusions.

Research Required

- You have to do research in this assignment. This is a legal research paper, not an exercise in copying and pasting from an online website source. Use academic/legal sources such as our text, too. DO NOT JUST USE MY PPTS.
- PLEASE DO NOT JUST QUOTE FROM THE COMPETITION BUREAU WEBSITE. The statutes are very important for this assignment, and is the legal authority for these administrative tribunals and agencies to carry out their functions. Use the statute where necessary.
- Find out how the Competition Bureau functions, how the Competition Commissioner functions. What is the Competition Tribunal? What is its enabling statute?
- What is anti-competitive behaviour? What is price-fixing?
- Review the *Competition Act*, 1985, R.S.C. c. C-34. This is a required part of the assignment. Please pay careful attention to which sections are relevant, how to cite and quote specific sections of the Act, how to properly cite the Act, and cite the statute in the reference list.
- You also MUST use academic /legal reference(s). Use the text. You can also use online legal references for definitions here.
- Use Canadian information, not U.S. information or from any other country.
- <u>Do not use Wikipedia</u>. It is not an acceptable peer-reviewed reference and is not suitable for academic assignments, unless specifically authorized by your instructor. Anyone can meddle with the contents online and change them at will. I won't accept a Wikipedia reference.
- Make sure to refer to the Act thoroughly in your paper as it is the foundation for the legal way to deal with competition violations.
- Include a separate page for the Reference List. Format the Reference List sources properly, using APA. You will be marked on this part of the paper as well as the substantive legal content.
- Use a separate title page with the necessary information.
- Pay careful attention to using in-text citations properly. FAILING TO DO SO CAN CONSTITUTE PLAGIARISM, WHICH IS ACADEMIC MISCONDUCT. Make sure you cite your writing, especially for any information quoted or closely paraphrased, and include a page reference in your in-text citation.

- In this assignment you will likely use <u>multiple documents from the same organization published in the same year</u>. This requires a special form of APA notation using (year alpha) to designate documents which are sorted in alphabetical order by title within the same organization/ same year. You can look this up in various online APA sources. It affects your in-text citations, so do this properly as soon as your paper is compiled.
- Please be very careful in citing the statute, and sections of the statute, properly. Follow my instructions in the legal writing document posted on URCourses.

Format of the Assignment

- <u>Please use headings in organizing your paper</u>. <u>This is not optional!</u> There are reasons for headings. They give structure to the paper and ensure that the reader can follow the organization of your paper and your arguments.
- **NOTE:** headings are not the same thing as "headers" which is the running title on every page in an APA formatted paper. I don't care about "headers" but I do need to see relevant and properly formatted HEADINGS in the paper.
- You will want to form headings which MUST INCLUDE THE QUESTION NUMBER and a brief summary of the content.
- However, do NOT just copy the question and my instructions in the question as part of the heading. Create a heading.
- The paper should be approximately 15 pages. It will be this long if you are quoting the relevant sections, not just referring to them.
- Times New Roman, 12-point font. Please do not use another font size or style.
- Double spaced.
- You must use **page numbers** (bottom/centre of the page) in your paper.
- Please use a **separate** Title Page and a **separate** Reference List.
- Please use APA citation style. If you are not familiar with how to correctly source references in a university assignment, please review it. There are many online tutorials such as the one uploaded on our course site: Purdue "Owl". You will lose marks if you source incorrectly or fail to source your writing.
- Do not use footnotes or endnotes in your paper. Use **in-text citations** (author's last name or organization name, year, p. number if you are using a direct quote). Do

not use the author's initials, nor cite to the organization website or a document title in APA in-text citations.

- A note about legal citations. APA is NOT helpful in instructing you how to do legal writing, i.e., how to quote or cite sections of a statute, nor how to do legal citations or end citations. DO NOT BOTHER TO LOOK UP APA FOR LEGAL CITATION. READ AND FOLLOW MY INSTRUCTIONS carefully for the legal writing part of the assignment. I have also provided many necessary details below so please use this information for your legal writing.
- You must use the appropriate statute citations. There are hundreds of examples in the text of the format of a legal citation, so please review this part of your writing carefully. Look up the statute on CanLII. Notice the title and legal citation at the top of the page. See how sections are grouped together in Parts. See how they are formatted. Use the statute as your guide as well.

• Some legal writing tips:

- Remember that the name of the statute and the case is <u>always</u> *italicized*. I mean it. It is a legal writing convention and should be followed. So, every time you write the *Competition Act*, put it in italics.
- **❖ IMPORTANT:** The <u>first time you refer to a statute</u> you must use the <u>full</u> <u>legal citation</u>. Example of a legal citation: *The Business Corporations Act*, R.S.S. 1978, c. B-10
- Thereafter, you may want to include ONE **short form** of the statute title so you don't have to use the full statute title every time you refer to a section of that Act. Do not include two. It defeats the purpose of a quick easy to read short form of a longer statute title. Do this in your **first reference to the statute in your writing**.
- ❖ Example: *The Business Corporations Act*, R.S.S. 1978, c B-10 ("SBCA") or ("the Act"). Choose one but not both. I gave you two possible versions so you can see what to do. That defeats the purpose of brevity and consistency.
- ❖ Do not include the quotation marks when you use the short-form reference or the words, the Act, after that in your writing, and don't italicize the word Act. Just use the Act. Act always has a capital "A" anytime you are referring to a statute.
- ❖ If you are **referring to only one statute** in a document you can refer to that statute as the Act after the first reference to it following the full legal citation. If you are using more than one statute in a paper, such as here, you can use the

Act for the most frequently used statute, and another short-form for the other Act or Acts.

- ❖ All Saskatchewan statutes are cited with "R.S.S." (Revised Statutes of Saskatchewan) or "S.S. (Statutes of Saskatchewan) in their title.
- ❖ Statutes from any other jurisdiction than Saskatchewan use specific letters for their province. E.g., "R.S.A" (Revised Statutes of Alberta); or "S.A" (Statutes of Alberta), "S.O" (Statutes of Ontario).
- ❖ S.C means "Statutes of Canada", and R.S.C. means "Revised Statutes of Canada". These are the jurisdictions you will use in this assignment.
- ❖ These notations are your clue as to **the jurisdiction of the statute**. Please make sure you note this carefully in all your legal research so you aren't quoting a statute from a province when it should be from the federal government.
- ❖ Specific **sections** or "provisions" (it means the same thing) of a statute are denoted by a section number. E.g. s.27(1)(e). This is *read* as "Section 27, subsection (1) (e), or "Subsection 27(1)(e)." <u>Don't write out subsections in words if you are citing or quoting such a section. Use numbers.</u>
- ❖ You may use the word "Section" or "section" written out in full. Do not capitalize the word "section" within the text of your writing; it is only capitalized if you are beginning a sentence with the word.
- ❖ Multiple sections are noted as "ss." followed by the section numbers: E.g., ss. 25-31, or the word "sections 25-31" written out in full.
- ❖ **Do not write out the section number in words**: e.g., section thirty-three. This is just not correct legal style. Use s.33 or section 33.
- **❖** Please AVOID PARAPHRASING a section of an Act. It is rarely helpful and no doubt you will miss important parts that are in the section when read in its entirety. Just quote it all, directly.
- **❖** Do not remove parts of a section thinking that you are summarizing it. It ruins the section and means that I will have to look it up on CanLII to see what you missed.

- * Whey copying a section of an Act into your paper it must be in block indenting. That is, indent the whole section one tab to the right at the left margin and one tab to the left at the right margin.
- ❖ YOU MUST maintain the internal formatting of the section and subsections as they are on CanLII. Take out the extra bullets which oddly happen when you paste a section from CanLII into a document by reversing over them or highlighting all and clicking None on the bullet icon in the Word toolbar.
- ❖ Always include a section number at the top left of a quoted section.
- ❖ You can also reduce the font size to 11.5 and the line spacing to 1.5 to make a smaller footprint when you are copying sections of an Act into your paper.
- ❖ It must be followed by an **end citation** noting the [statute title in italics, legal citation and specific section number in square brackets], one line below the quoted section, justified to the right margin. *Make sure to match the section you copied with the section in the end citation*.
- ❖ You must include all statutes in the Reference list. They must have the proper legal citation and are sorted alphabetically by noting the chapter designation in the citation. DO NOT INCLUDE THE URL IN YOUR LEGAL CITATION IN THE REFERENCE LIST AND DO NOT REPEAT THE LEGAL CITATION FOR EVERY SECTION OF THAT ACT YOU USED.

Submitting the Paper

- Please send me a Word document by email on URCourses by class time on the due date.
- Please don't send a PDF because I will mark the paper using Track Changes in Word.

PART B: Resubmitting the Corrected Paper

Due date: TBD

- This purpose of this part of the assignment is so that you will learn proper formatting, citations, sourcing and referencing by making corrections to your errors, that is, the technical writing requirements of such a paper.
- Follow my EDIT notations. Make revisions to formatting, citations, sources and the reference list based on the edits and comments in the paper.

- You generally wouldn't have to change the content of the answers. If you forgot to quote a particular section of the Act, I'll have noted that in marking and grading your paper but it is usually not necessary to add it in the revised paper.
- Resubmit the paper as a Word attachment to me on URCourses email.

4. ONLINE Midterm Exam

Date: Monday, June 5, 2023 during class time

- The exam is worth 30% of your grade.
- It will cover material taken in the first half of the course.
- See URCourses for further information.

5. Final Exam

Date: Friday, June 23, 2023 from 9:00 a.m. to noon.

- The exam is worth 30% of your grade.
- It is not cumulative. It will cover material taken in the second half of the course.
- It will include various types of questions from class materials <u>after the midterm</u>, the text and PowerPoint slides.

OTHER IMPORTANT INFORMATION

SPECIAL ACCOMMODATIONS

If you require special accommodation of any kind in this course because of a disability please advise me. Please contact the office at accessibility@uregina.ca with any questions or concerns.

Please bring 2 copies of your accommodation documentation to our meeting. Thank you.

URCOURSES

This course is supported by *URCourses*. If you do not have a user name and password please go to the *URCourses* home page to establish one. Course notes, class information and any group discussions are hosted at this site. Please ensure that you routinely check the site for class updates.

UNIVERSITY OF REGINA COUNSELLING SERVICES

Please review the University of Regina Counselling Services information uploaded to URCourses for this class. It is very important that you read it and familiarize yourself with the assistance available through the University of Regina Counselling Services.

MENTAL HEALTH COUNSELLING SERVICES, UNIVERSITY OF REGINA

Please take a moment to review the information on URCourses about the counselling services offered by the University of Regina. University can be a very stressful and challenging time, and students face a great deal of pressure with deadlines and course work. It is important to take care of yourself and to reach out if you are feeling overwhelmed.

STUDENT RESPONSIBILITIES

- Students are asked to engage in careful and timely reading of the course material.
- Students are required to familiarize themselves with the University of Regina requirements regarding Academic Dishonesty.
- Students having difficulty with the course are advised to contact the professor immediately to discuss the situation.

ACADEMIC DISHONESTY

Overview and Appeals

The Faculty of Business Administration assumes that all academic work submitted by a student was completed honestly by that student. To do otherwise is to commit academic dishonesty.

Assignments, tests and examinations are designed for the student to show the professor how well they have mastered course material. When the professor evaluates the student's work, it must therefore be clear which ideas and words are the student's own. The general principles of academic integrity for students doing course work are that they are to do their own original, individual work, unless told otherwise by the course professor, and are to give credit for other people's ideas or words. Students should be aware that, while collaborative or group work on assignments may be encouraged in some disciplines, it is not acceptable in others (refer to the last point in para. 5.13.2.3.). Discussion of ideas with faculty and other students, (that is, intellectual debate) is both allowable, and important, provided that credit is given in written work for ideas that are not one's own (see para. 5.13.2.2.). Group study (as distinct from group work on an assignment that is to be graded) is likewise permissible unless explicitly forbidden by the professor.

The Associate Dean of the Faculty of Business Administration will be notified and will investigate alleged academic misconduct. Action appropriate to the situation will be taken and the student notified in writing. The range of possible penalties for an act of academic misconduct is detailed in the University of Regina Policy 5.13.4.2. *Academic Misconduct* and may include other appropriate penalties at the discretion of the Associate Dean.

According to the University of Regina Policy 5.14.1 *Council Discipline Committee*, students may appeal the imposition or severity of a penalty for misconduct (academic or non-academic) to the Council Discipline Committee. Requests for a hearing must be submitted, in writing, and within 30 days of the date of imposition of the penalty.

Cheating: Cheating on examinations includes, but is not restricted to, copying from another student's exam booklet, using unauthorized notes during an exam, arranging for a substitute to take an examination, or giving and receiving unauthorized information prior to an exam. All instances of cheating will be referred to the Associate Dean of the Faculty of Business Administration.

Plagiarism: Plagiarism includes borrowing information or ideas, whether directly quoted or paraphrased, from any source beyond one's first-hand experience and not acknowledging the source. The student must give credit for the material by identifying the source, using one of the generally accepted citation methods. **All instances of willful plagiarism will be referred to the Associate Dean of the Faculty of Business Administration.**

Co-responsibility: Any student who knowingly assists in any form of academic dishonesty shall be considered as guilty as the student who accepts such assistance. Students should take care when allowing their work to be copied or otherwise used by fellow students to ensure that academic dishonesty is not occurring, nor should students sell or give unauthorized copies of examinations to other students. All instances of willful coresponsibility will be referred to the Associate Dean of the Faculty of Business Administration.
