

THE UNIVERSITY OF NORTH CAROLINA AT GREENSBORO  
The Bryan School of Business and Economics  
Department of Management

MGT 475 – Employment & Human Resources Law                      Spring 2015  
(Prerequisite: junior standing; MGT 330; admission to approved program)  
Eloise McCain Hassell    Office: 373 Bryan  
<http://eloisehassell.wp.uncg.edu/>

Class Email/ Chapter Assignments and Power Points/Exam Review lists/are available on Canvas. [canvas.uncg.edu](http://canvas.uncg.edu) Use your UNCG username and Novell Password to log in.  
Telephone: 334-4535, E-Mail: [mmhassel@uncg.edu](mailto:mmhassel@uncg.edu)  
Office Hours: MWF 7:00 - 7:30 am (by appointment only) / 11:00 am – noon, & by appointment  
(Email and phone messages are checked MWF before 6am/every attempt will be made to respond to Email and phone messages on the MWF when they were received.)

MGT 475 MWF 10-10:50am Bryan 128

Required: Employment Law for Human Resource Practice (4th Edition 2013), by David Walsh

Companion website for book with free online quiz questions: use the drop down menu to choose the chapter and click “online quiz” /(java 1.1.4 installation may be required)/ good practice for exams / for student review only/ online quiz results are not given to teacher

[http://www.cengage.com/cgi-wadsworth/course\\_products\\_wp.pl?fid=M20bI&product\\_isbn\\_issn=9781111972196](http://www.cengage.com/cgi-wadsworth/course_products_wp.pl?fid=M20bI&product_isbn_issn=9781111972196)

Please note: Five MGT 475 hard copy textbooks have been placed on closed reserve in Jackson Library.

Assignments: (see attached)

Students are responsible for all readings and other material assigned without regard to whether the material is covered in class.

Students should read some daily source of business news. News articles give students a real world framework for understanding legal concepts and their application.

Course Learning Outcome Goals: At the end of this course you should be able to:

1. Identify and explain the basic laws that govern the employer/employee relationship.
2. Apply these concepts in business situations in order to protect employers from liability and to protect the rights of employees.

Faculty/ Student Guidelines:

[http://bae.uncg.edu/wp-content/uploads/2012/08/faculty\\_student\\_guidelines.pdf](http://bae.uncg.edu/wp-content/uploads/2012/08/faculty_student_guidelines.pdf)

Bryan School Mission Statement:

In the Bryan School of Business & Economics, we create and disseminate knowledge about the theory and practice of business. In addition to our courses and research, we accomplish this through hands-on projects, global experiences, and outreach to the community. Our work produces principled leaders and exceptional problem solvers who have a global perspective, an innovative mindset, a broad understanding of sustainability, and a commitment to improve the organizations in which they work and the communities in which they live.

**NOT LEGAL ADVICE.** The information covered in the website (listed above), in its links, in MGT 475 class, in the textbook, or during office hours does not constitute legal advice or the giving of a legal opinion. Nothing provided herein should be used as a substitute for the advice of your own legal counsel.

**Attendance:**

**Attendance is required, and will be taken daily.** Many exam questions will be pulled from class notes, from the book, and from assigned websites. **A maximum of 5 absences during the semester is allowed.** An absence can be excused ONLY in the following situations: If the student emails me prior to the class and then can produce one of the following for my file (1) a valid Doctor's note saying the student was too sick to come to class on the scheduled missed class day with date included, or (2) an immediate family member has just died or is in a serious medical condition in the hospital and the student's presence at the hospital or funeral is needed by the family (written proof with dates will be required).

\*Please note: absence that is work-related, due to car problems, or over-sleeping an alarm are not excused.

**\*For each absence beyond the allowed five, ten (10) points will be subtracted from your end-of-semester final grade. Signing in for another student on the attendance sheet is an Academic Integrity Violation.**

**MANDATORY attendance is required on the day(s) your section briefs the cases and does their group presentation. Failure to be on time and actively participating as a group member will result in the student earning a O on their group presentation grade.**

**Inclement Weather Policy:**

If we experience severe weather, then I will follow the university's decision as to holding class. If UNCG is open, but due to inclement weather the Guilford County Schools are delayed or cancelled due to the weather (and it is not an exam day) we will have class, but I will not take attendance. If UNCG is open, and it is on exam day attendance on-time is required.

**UNCG Disability Services (OARS) :**

**Accommodations:** UNCG seeks to comply fully with the Americans with Disabilities Act (ADA). Students requesting accommodations based on a disability must be registered with (OARS) the Office of Accessibility, Resources and Services (formally called the Office of Disability Services) in 215 Elliott University Center, 334-5440

<http://ods.uncg.edu/student-services/register/>

### **UNCG athletes:**

**UNCG athletes:** to make sure your UNCG athletic events are excused you must circle your name on the UNCG athletic notice form. Please circle the dates which will result in your missing a regular MWF class period. Please write MGT 475 in the top right hand corner of the page, and turn in to the teacher during the first week of the semester, so those dates can be excused. If your UNCG athletic event will interfere with an exam/exam review, you must make arrangements with the teacher to schedule a time **IN ADVANCE** of your regularly scheduled exam/ exam review date. You are NOT allowed to take the exam/exam review. AFTER your regularly scheduled date If your athletic schedule changes, you will have the responsibility of providing the teacher with any additional dates in writing from the Athletic Department.

### **Class Participation:**

Students are responsible for all material covered, and for announcements made, in class whether or not they are in attendance. Power Point chapter outlines and the home work required for each chapter is available online on your MGT 475 Canvas “modules” link. Please complete the required assignment and print the Power point outlines (3 slides per page) for each chapter prior to each class.

You will be called upon for recitation on a random basis. ALL students must have briefed ALL assigned cases for EVERY class. The extent of your preparation and participation will be reflected in your grade. **Students are required to constructively participate and/or brief cases ten (10) times or more during the semester. Failing to be prepared for class will result in a student getting a minus on their seating chart which result in the student being required to talk twenty (20)/ per each time unprepared during the semester to make up for coming to class having not done the required reading.**

**Disrupting class by leaving early (without a pre-approved excuse), arriving late, and/or failing to act in a courteous way to others will negate any and possibly all accumulated constructive class participation marks (all cellphones should be turned off in class), and will result in attendance for that class being negated. Classroom doors will be shut after class begins, and will not be opened for latecomers. Continued disruption by a student with two prior verbal warnings will result in a student losing up to 30 class participation points. Leaving early (unless with prior approval of the teacher for emergency reasons) will result in the student not getting credit for attending the class. Evaluation in this area is, of necessity, subjective and my determination is final. There is no provision for appeal.**

**There will be no makeup for missed exams. Failing to show up to take an exam with your class will result in a grade of 0. Failure to show up on time at the start of the hour on exam day will result in your being locked out of class and a grade of 0. Once an exam begins a student is not allowed to leave the classroom until the exam is completed and all exam material and scratch paper are turned in as instructed. No gum is allowed during exams or during class since it is a disruption to others. NO cell phone, pagers, or recording devices, texting, or electronics of ANY kind are allowed during class or during exams or during exam reviews.**

**Exceptions for being allowed to take a later exam: If the student emails me prior to the exam and then can produce a hard copy of one of the following for my file  
(1) a valid Doctor's note saying the student was too sick to come to the exam on the scheduled day (**must include the date missed**), or  
(2) an immediate family member has just died or is in a serious medical condition in the hospital and the student's presence at the hospital or funeral is needed by the family (**written proof with dates will be required**).**

**Do not leave your MGT 475 book or notes unattended at anytime.**

**There will be no makeup for the Exam 1(part 2) or Exam 2 (part 2) review (each is given only once during the semester). Attendance and successful are required for credit to be given for the exercise.**

### **Academic Integrity:**

**Academic Integrity applies to ALL aspects of MGT 475. Each extra credit/ exam/essay/ paper MUST have the following statement:**

Printed Name: \_\_\_\_\_ 475 Alphabetical # \_\_\_\_\_  
"I have abided by the UNCG Academic Integrity Policy."  
Signature: \_\_\_\_\_

**ALL Academic Integrity Violations WILL be prosecuted!!! See UNCG Academic Integrity Code and Procedures at: <http://sa.uncg.edu/handbook/academic-integrity-policy/>**

**Please be aware that the following also constitute Integrity Violations in MGT 475:**

**You may not be in possession of any unauthorized exam related material. All exam materials MUST be returned prior to leaving the class (including scrap paper).**

**No leaving class during an exam.**

**No computers, cell phones, text messaging, recording, telephonic or electronic devices of any kind may be on, out, or used during an exam or an exam review.**

**No baseball hats on during exams.**

No taping of any class lecture without the written Office of Accessibility, Resources, and Services (formally known as the Office of Disability Services) reasonable accommodation form (during regular class only).

Walking into class to sign the attendance sheet and failing to attend the entire class is a falsification of your attendance and an academic integrity violation

Falsifying extra credit is an academic integrity violation.

No notes of any kind may be used or out during any exam.

No talking to other students during an exam.

No leaving the classroom during an exam, once started, until the exam is complete and all is turned in as required.

No discussing the exam to others until all students have taken their exam.

No being in possession of an Unauthorized MGT 475 exam

Trying to obtain exam materials prior to or during your class in an unauthorized manner is prohibited.

You may not sign in on the attendance sheet for another student, or falsify any documentation to get an absence excused.

No coming to do a part 2 review of an exam that the student has not yet taken.

You must do all the work yourself (without any aid or assistance of others) for any assignments, extra credit, honors work.

An Academic Integrity violation during an exam will result in a total grade of 0 on the exam, and failure to turn in ALL required exam materials will result in a grade of 0 for the exam and both will result in prosecution for an Academic Integrity violation.

Taking MGT 475 as an Honors Class:

If you are interested in taking MGT 475 as an “Honors” designated class please review: [www.uncg.edu/hss](http://www.uncg.edu/hss) to see if you qualify for Honors and register. Then go to <http://eloisehassell.wp.uncg.edu/> and click “law links” and review Disciplinary Honors information. Please set up an appointment with Prof. Hassell within the first week of class by emailing her at: [mmhassel@uncg.edu](mailto:mmhassel@uncg.edu) to discuss doing a contract honors in MGT 475. Please note: if you are majoring in a subject other than one within the Dept. of Management you will need to get your Dept. Chair’s written approval for MGT 330 to count as a contract honors course in your major.

Laptop / Cellphone Policy:

Laptops and cellphones may not be out, used, or on during class. The ONLY exception is if the student is registered with UNCG Office of Accessibility, Resources, and Services (formally known as the Office of Disability Services) and provides the required documentation that typed notes is a necessary reasonable accommodation for the student.

For each violation of this policy the student will receive a negative which will require the student to contribute to class discussion an ADDITIONAL ten times/ per violation.

If there is an emergency situation please talk to the teacher prior to the start of class, and an announcement can be made that for that one class your cellphone is allowed on (on vibrate only).

**Briefing Cases:** (Please note the cases are NOT pre-briefed as they were in MGT 330)

When reading cases in the text you will see the cases you are required to brief in preparation for class. The cases are listed at the top of each chapter's power points. You may find it helpful to brief (outline) them on a separate sheet of paper or in the margins of your book. They will not be picked up in class. The following format seems to work well. Being prepared to brief and discuss the cases in class counts for part of your class participation grade. **ALL STUDENTS MUST BRIEF ASSIGNED CASES EVEN IF YOUR GROUP IS NOT PRESENTING.**

- (1) Facts: A brief statement of the facts of the case.
- (2) Issue: State the issue of law to be resolved.  
(Remember that the reason the case is in the text is to illustrate some point of law in the chapter.)
- (3) Holding of the Court (How did the Court rule?)
- (4) Reasoning (Why did the court rule this way?)

**Examinations:**

Each exam will consist of a combination of multiple choice questions and essay questions.

**\*\*It is an Academic Integrity violation to be in possession of an unauthorized MGT 475 exam. It is an Academic Integrity violation to not return all exam materials as instructed by the professor in class\* Failure to turn in all required exam materials will result in a grade of 0 for the exam. ALL ACADEMIC INTEGRITY VIOLATIONS WILL BE PROSECUTED.**

**Grading:**

(Grading scale for 150 possible point exam 1, 2 and final: A= 135-150, B= 120-134, C= 105-119, D= 90-104, F= 89 and under)

Exam I	(Chs. 1-6)	150 points
Exam II	(Chs. 7-12)	150 points
Final Exam	(Chs. 13-19)	150 points
Participation		30 points- (5 or less absences & 10 times class participation (which includes group briefing)
Group Presentation Grade		20 points

Total: Possible 500 points for semester

		End of Semester
		<u>Plus/Minus Example:</u>
450-500	A	451=A
400-449	B	450=A-
350-399	C	449=B+

300-349      D                      448=B  
Below 300      F

**Group Presentation Grading:** 15 points- (each student is individually graded possible maximum: 10 points by teacher and 5 points by fellow group members)- see \* below

\*Group Members Feedback to Teacher counts 10 points (out of a total 20 for group presentation): Each member MUST SUBMIT HARD COPY to the teacher (at the start of class on the day of their group presentation) suggested points to be assigned for each member of the group (see below for format). It must be turned in on time. It will not be accepted late. If student fails to bring in the completed form when required then feedback from the other fellow group members will be used, and the student failing to turn in their form will be choosing not to provide feedback. Please note: groups can choose, for their presentation, to split into 2 groups. The feedback form would be filled out and turned in then for the members of YOUR HALF OF THE GROUP.

**\*Group Feedback Rating Form (to be used for group feedback to teacher)** -turn in hard copy to teacher at the start of class on group presentation day. Each student in group is to turn in a rating sheet.

**\*Group Feedback Rating Form:**

\*List the name of each individual in your group (or subgroup)

\*Beside each name assign a # grade ranging from:

(1 (failing)- 10 (outstanding participation/ leadership)

\*Beside each name (and grade) explain your reasons for assigning that grade

**\*\*\*Please know for HR Concentration students a grade of C or better is required in MGT 475. (If a lower grade is made, the course will count as an elective and not as a concentration course, and it may prevent a student from graduating on time).**

\*\*\*\*

**Extra Credit:**

**ALL EXTRA CREDIT MUST include required Academic Integrity code language:**

Printed Name: \_\_\_\_\_ Alphabetical # \_\_\_\_\_ MGT 475

(please note your alphabetical # appears beside your name in the attendance sheet) and

“I have abided by the UNCG Academic Integrity Policy.”

Signature: \_\_\_\_\_

A maximum of ten points extra credit may be earned during the semester. The **deadline for extra credit projects is Monday, March 30, 2015 (by start of class)**. (Over 10 is marked with \* which can move a student up 1pt. if in +/- situation at the end of the semester). Extra credit begins on the first day of the semester Jan. 12, 2015: **\*\*NO PHONES/ LAPTOP/ TABLET COMPUTERS/ CAMERAS/ RECORDING or PHOTOGRAPHIC DEVICE ALLOWED IN COURTHOUSE- NEW LOCAL RULE\***

**1-Scavenger Hunt of the New Guilford County Courthouse - (3 points): on last page of syllabus** including two or more hours of courtroom observation- NOTE : **\*\*NO ELECTRONICS ALLOWED\*\***

- Find and check off each item on the courthouse tour list

- Sign the Academic Integrity Code

- Fill in which courtroom(s) in which you observed (may not use TV court)

**-Turn in completed form on or before Monday, February 2, 2015 (by start of class) -**

(May be done only once during the semester)

**2-Courtroom Observation - (3 points): \*\*Note: NO ELECTRONICS ALLOWED\*\***

- Choose any courtroom (State or Federal)- (but not via TV/ computer)
- Observe three or more hours AND
- Type what you learned into a 1 1/2 page double-spaced paper
- (May be done more than once during the semester)

**3- (1 point) Extra Credit Opportunities: mentioned in class or dealing with an internet or hard copy article covering a subject being discussed that day in class- May not be emailed**

- Type a 1 paragraph summary AND copy and paste BOTH the website address AND a picture from the website (or staple) article on same sheet of paper
- Turn in to Prof. Hassell immediately following class
- (May be done up to three times during the semester)

A fourth one point extra credit can ONLY be done when a student has 10 points extra credit total points and only needs one more point for a \*

When a student has OVER 10 points extra credit it is recorded as being with a star \*. If a student with a star is only one point from a higher grade at the end of the semester, the student with a star will be moved up the one point. Please note that one point can make a difference particularly in the +/- grade distribution listed above.

**MGT 475 Group Work:**

Students will be allowed to choose their own groups. Groups can split presentations into 2 parts if desired. Feedback would then be only for the group members in YOUR half of the group. Each student in the group, however, must consent to being in the group prior to their name being submitted. Failure to turn in to Prof. Hassell 7-8 group members' names by the start of class on 1/21/15 will result in Prof. Hassell choosing students to be in groups.

**Mandatory attendance and active participation is required by each group member. Failure to show up for any part of your group's presentation and group case briefing will result in a grade of 0 (out of 25 pts.).** Group members will have three responsibilities.

(1) **They will be responsible for briefing prior to class all the assigned cases listed as homework in an assigned chapter.** (Please note all students MUST ALWAYS brief all the cases listed as homework). Students briefing with their groups will sit in their regular seats to brief, and no additional special presentations will be made or required. **EACH member of the assigned group is required to actively participate in the briefing on their specified group briefing day.**

(2) **Each group will present a 50 minute presentation on a pre-assigned topic of employment law for the class** (total maximum points/student 20 points= 10 points (assigned by fellow group members) + 10 pts (possible by the teacher.)). Points will be assigned per student as follows:  
2 pts. Neatness/professional dress/behavior  
2 pts. Quality of coverage  
2 pts. Presentation of topic (including ppts., skits, videotapes, DVDs and/or the internet)  
2 pts. Handout – Max. (2 page) A **hard copy** document should be given to each class member & teacher outlining overview of topic (given out at the start of the presentation)2  
pts. Vocal variety/energy/responsiveness to questions attitude/support of fellow group mates.

(3) **On the day of your group presentation each member MUST complete, and turn in hard copy (PRIOR to starting your group presentation) their suggested points**



**(out of a possible maximum/ student of ten points) for each member of their group/ failing to turn the form in at the time required will result in the teacher using only the completed suggested point values submitted by others in your group) See: Group Feedback Rating Form (outlined earlier in syllabus).**

## MGT 475

The subject areas covered in this course are extremely difficult. The amount of material to be covered in this course, and the depth of the coverage, probably is not exceeded in any course you have taken, or will take. THEREFORE, if you wish to do well, you will be required to read, concentrate, review, re-read, analyze, and re-analyze. In order to cover all the material, and cover it well, there is a heavy burden on the student to be well prepared and to raise questions about what you do not understand.

**\*Do Not take MGT 475 until you have the required time to be successful in the class. Each day's class preparation should take a minimum of 3 hours.**

### Assignment and Test Schedule

- 1/12 Syllabus handed out and class discussed- **Mandatory Attendance**
- 1/14 Ch. 1 – Overview of Employment Law
- 1/16 Ch. 2 – The Employment Relationship (no 11-noon office hours)
- 1/19 Happy Martin Luther King Day! No class☺!
- 1/21 Ch. 2 – (Cont.) deadline for choosing groups by start of class, typed list with permission of all participants and teacher
- 1/23 Ch. 3 – Overview of Employment Discrimination – group #s and names of those in each group are announced in class
- 1/26 Ch. 3 – (Cont.d)
- 1/28 Ch. 4 – Recruitment, Applications, and Interviews
- 1/30 Ch. 5 – Background Checks, References, and Verifying  
Employment Eligibility
- 2/2 Ch. 5 – (Cont.d) & Ch. 6 Employment Testing \*Scavenger Hunt due by start of class\*
- 2/4 Ch. 6 – (Cont.d) & Review
- 2/6 **Exam 1** (covering Chs. 1-6) –no office hours
- 2/9 **Exam 1 (Part 2)** - (Attendance Required- No Make up for Review))
- 2/11 Ch. 7 – Hiring and Promotion Decisions – (no 11-noon office hours)
- 2/13 Ch. 8 – Affirmative Action (group 1 briefs cases) – (no office hours)
- 2/16 Ch. 9 Harassment – (group 2 briefs cases)
- 2/18 Ch. 10 - Reasonably Accommodating Disability & Religion (group 3 briefs cases)
- 2/20 **Group 7 presents NC Dept. of Labor**
- 2/23 **Group 6 presents Job Accommodation Network and NC Vocational Rehabilitation**
- 2/25 Ch. 11 – Work-Life Conflicts and Other Diversity Issues  
(Group 4 briefs cases)
- 2/27 Ch. 12 –Wages, Hours, and Pay Equity (Group 5 briefs cases)
- 3/2 **Group 5 presents Child Labor in Non-Agricultural Occupations in NC**
- 3/4 **Exam 2** (covering Chs. 7-12) -no office hours
- 3/6 **Exam 2 (Part 2)** - (Attendance Required- No Make up for Review)
- 3/9- 3/13 Happy Spring Break! No Class☺!
- 3/16 Ch. 13 – Benefits (group 6 briefs)
- 3/18 Ch. 13 – (Cont.d) (group 6 briefs)
- 3/20 Ch. 14- Unions & Collective Bargaining -no office hours

3/23 Ch. 14 – (Cont.d)- no office hours  
3/25 Ch. 15 – Occupational Safety & Health (group 7 briefs)  
3/27 Ch. 15 – (Cont.d) (group 7 briefs)  
3/30 **Group 4 presents a guide to OSHA in N.C. \*\*\* Deadline for Extra Credit by the start of class\*\*\***  
4/1 Ch. 16 – Performance Appraisals, Training, and Development  
4/3 Happy Spring! No Class!  
4/6 Ch. 17 – Privacy on the Job: Information, Monitoring, and Investigation  
4/8 Ch. 17- (Cont.d)  
4/10 Ch. 18 – Terminating Individual Employees  
4/13 Ch. 18- (Cont.d)  
4/15 **Group 3 presents the Affordable Health Care Act**  
4/17 **Group 2 presents Retaliation Employment in Disc. Act and Workplace Violence Prevention Act**  
4/20 **Group 1 presents The Employment Security Commission of N.C. and E-Verify Act – (no 11-noon office hours)**  
4/22 Ch. 19 – Downsizing and Post termination Issues  
4/24 Ch. 19 – (Contd.)  
4/27 Ch. 19- (Contd.) and Exam Review  
4/28 TBA

**MGT 475 Final Exam**, Monday May 04, 2015 at 12pm( NOON) in Bryan 128 (covering Ch.13-19)

**PRINT NAME:** \_\_\_\_\_ **Alphabetical #:** \_\_\_\_\_ **MGT 475**

**"NEW" GUILFORD COUNTY COURTHOUSE SCAVENGER HUNT.** TRY TO EACH LOCATION BELOW AND PUT A CHECK BESIDE EACH LOCATION AND OBSERVE 2+ HOURS OF LIVE COURT (observation must be done this semester/ observation made prior to the start of the semester will not be counted)- COMPLETE All (including 2+ hours of live court) and **TURN IN (by 2/2/15 by start of class** (your section) deadline)-

Guilford Courthouse open on M-F (only) not open on State Holidays- Court begins most mornings at 9am on Plaza and second floor levels/ lunch recess is from 12:30-2pm/ Court recesses for the day upon completion of business but by 5pm/ Directions:

<http://www.nccourts.org/Courts/CRS/NCMap/CourthouseDetail.asp?id=47>

ENTER ON PLAZA LEVEL/ PROFESSIONAL DRESS REQUIRED/ YOU WILL BE SUBJECT TO SEARCH UPON ENTRY FOR SECURITY PURPOSES/ **DO NOT BRING CELLPHONES, COMPUTER, OR ELECTRONICS (Electronics are NOT allowed as per local rules)**

**FLOOR LG**

Machine Snack Bar and Change Machine

**FLOOR UG**

CLERK OF SUPERIOR COURT:

- A. Civil - District
  - Superior
  - Estates Division
  - Special Proceedings

- B. Criminal - District
  - Superior

- C. Special Proceedings/ Juvenile

- D. Foreclosure Notice Posting Board

**PLAZA LEVEL** COURTROOMS:

1A – MAGISTRATE and ADMINISTRATIVE TRAFFIC COURT

(Criminal/ minor traffic)

1B- INITIAL APPEARANCE COURT

(Please note 1A and 1B share a common feeder entry and waiting area)

1C- DISTRICT CRIMINAL COURT

1D- TRAFFIC COURT

PUBLIC DEFENDER'S OFFICE

**SECOND FLOOR** COURTROOMS:

2A - DISTRICT CHILD SUPPORT COURT (Divorces Mon 2 pm

Mental Health and Drug Treatment Cts on Thur afternoons)

2B - DISTRICT CIVIL (NON-JURY)/ Emergency Hearings/ Domestic

Violence/ Commercial Collections Cases

2C - DISTRICT (FIRST APPEARANCE)- 2pm M-F afternoons &

Criminal District on Tue. And Thur. AM

2D – JUVENILE COURT- CLOSED unless by permission of Judge

2E - CIVIL DISTRICT

CIVIL MAGISTRATES' OFFICES

**THIRD FLOOR** COURTROOMS:

3A - CIVIL DISTRICT

3B - CIVIL AND CRIMINAL SUPERIOR/ INDUSTRIAL

COMMISSION

JURY ASSEMBLY ROOM

3C - CRIMINAL SUPERIOR

PRETRIAL SERVICES

3D - CIVIL SUPERIOR

3G - CIVIL SUPERIOR

3H - CIVIL SUPERIOR

**FOURTH FLOOR**

- DISTRICT ATTORNEY'S OFFICE

- SUPERIOR COURTROOM 4C

**I observed two or more hours in courtroom(s)** \_\_\_\_\_.

I have abided by the UNCG Honor Code. \_\_\_\_\_

**PRINT NAME**