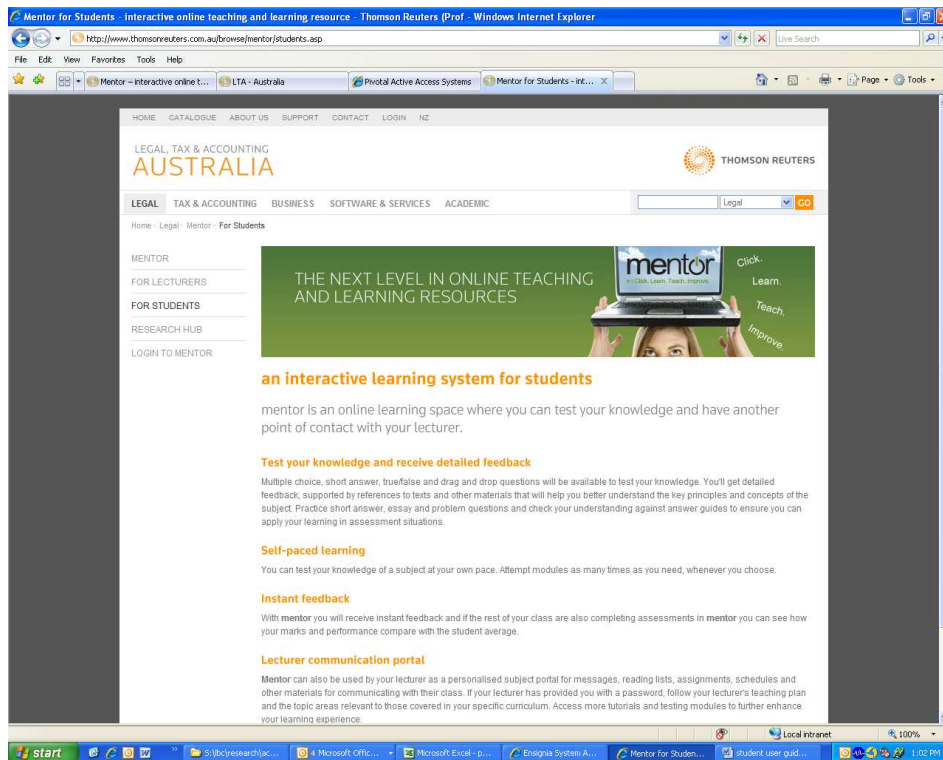




mentor – Student User Guide

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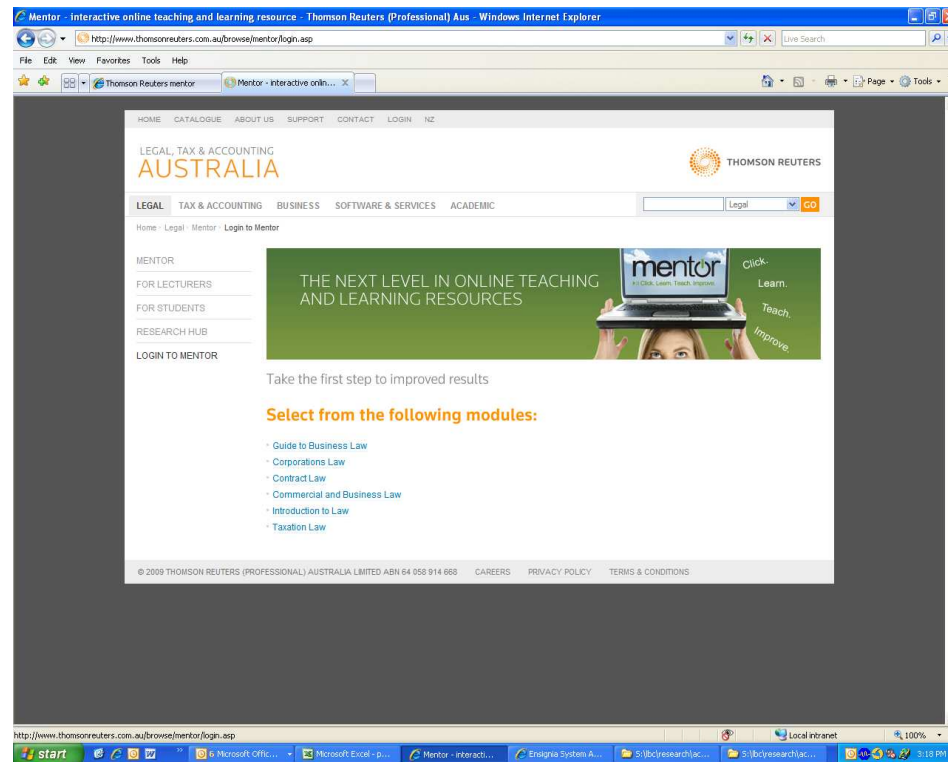


Introduction

Welcome to Thomson Reuters' **mentor**, an interactive student self-assessment site and lecturer assessment portal.

mentor is free, easy to use and an invaluable revision tool.

To access **mentor**, go to www.thomsonreuters.com.au/mentor and select a module.



mentor modules are supported by the following texts:

Guide to Business Law

- Miles & Dowler, *A Guide to Business Law*

Corporations Law

- Ciro & Symes, *Corporations Law: In Principle*
- Lipton & Herzberg, *Understanding Company Law*

Contract Law

- Graw, *An Introduction to the Law of Contract*
- Paterson, Robertson and Duke, *Principles of Contract Law*

Commercial and Business Law

- Turner, *Australian Commercial Law*
- Gamble, du Plessis and Neal, *Principles of Business Law*
- Gibson, *Commercial Law: In Principle*

Introduction to Law

- Ellis, *Principles and Practice of Australian Law*
- Parkinson, *Tradition and Change in Australian Law*

Taxation Law

- Coleman et al, *Principles of Taxation Law*
- Deutsch, *Fundamental Tax Legislation*



Registration

Students must register to access **mentor**. To register, click on the Register button on the right hand side of the screen.



All fields are required to be completed. Your email address is required so your password can be emailed to you and your date of birth is required so that if you forget your password you can request a new one.



Your details are saved so that each time you log in to **mentor** your previous quizzes and results are recorded and you can either resume from where you left off, or restart exercises if you want to attempt any again for revision.

The last field on the registration page is optional and will only apply if your lecturer provides you with a password to access the lecturer assessment tools. If your lecturer has provided you with a password, enter it now. If not, leave the field blank. You will have the opportunity to edit your details if your lecturer gives you a password at a later date.

Upon successful registration a notification screen will appear, indicating that an automatically-generated password has been sent to your email address.

*Please note that registration in **mentor** is on a subject by subject basis and to access other modules (eg Corporations Law and also Guide to Business Law) will require separate registrations. However, you can use the same details each time you register.*

Check your emails and then go back to the login page (your email will have a link) and log in using your email address and the automatically generated password you have been provided.



As soon as you log in you will be prompted to set your own password. Your password should be at least 6 letters long, can contain both letters and numbers, and is case sensitive.



You will receive the following notification once your password has been set. Next time you log in to **mentor**, use your email address and your new password to access your module.





Student self assessment

Upon login you will see the list of topics and exercises available for that module. The area outlined in green in the middle of the page will be available to all registered students. Each topic can be attempted multiple times, and answers are revealed as each question is completed. Topic quizzes consist of 10 randomly selected questions out of a larger question bank and each time a topic is attempted the question set will be randomly generated.



If your lecturer has provided you with a password, you will also see additional topics and a list of scheduled tasks. See pages 17 and following for more information.





Types of exercises

The student self assessment exercises come in a variety of formats. The most prevalent are student quizzes. Click on a topic to launch the exercise.

Review quizzes



A content page will explain how the quiz will work. The Contents and Progress pane shows how many questions are in the quiz and these will become shaded as you progress through the quiz so you can determine your progress:





A number of question formats are possible. Multiple choice questions are the most common. Select a response and click on “Show answer”.

Multiple choice questions



If you are correct you will see a green tick beside your answer and a comment beneath the question. You will also see suggested reading for further information in relation to the topic of that question. You can use the bookmark tool on the top right hand corner of the page to mark the question for future reference, or type some notes to yourself in the Notes pane on the bottom left of the screen.





If you answered the question incorrectly you will see a red cross beside your response, a green arrow beside the correct answer, and a comment about the correct response. You will also see suggested reading for further information in relation to that question to aid you in your revision.

True/false questions



Drag and drop questions

mentor Business Law @ TAFE

Contents and Progress

01 02 03 04
05 06 07 08
09 10

Back Next
Exit Topic

Notes

Save Clear

Court System

Drag and Drop » Drag the options below to the correct answer spaces.

Using the list of names supplied find the main individuals involved in a court case

Judge/Magistrate	Solicitors/Barristers
Appellant	Respondent
Plaintiff	Defendant

The person who starts legal action in a civil case is the... Appellant
The person who is sued in a civil case is the... Defendant
The person who lodges an appeal is the...
The person against whom an appeal is made is the...
The person who controls the court/case is the...
The parties who provide legal advice and appear in court for their clients are...

Show answer

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mentor Business Law @ TAFE

Contents and Progress

01 02 03 04
05 06 07 08
09 10

Back Next
Exit Topic

Notes

Save Clear

Negligence

Drag and Drop » Drag the options below to the correct answer spaces.

Drag and drop the terms that best suit the following statements:

manufacturer	contractors
retract	standard of care
radio announcer	

- Donoghue v Stevenson is based on liability of a manufacturer for his product.
- In Cook v Cook the was lowered for a learner driver.
- In Morosi v Broadcasting Station 2GB a made a defamatory statement which he then attempted to
- In Burnie Port Authority v General Jones the Port Authority was liable for the negligence of its

Show answer

THOMSON REUTERS



Select from the following/drop down menu questions

Short answer questions

Short answer questions may appear within student quizzes or as a separate topic altogether – see sample below.



Short answer questions have a question and then a small field into which you type your answer.



Type your answer and click "Show answer".





A sample answer or list of points you should have taken into consideration will appear. After reading that sample, determine whether your answer is correct or incorrect and click “Yes” or “No” accordingly. Remember that you are testing yourself, so there is no benefit in clicking “Yes” when you know you are wrong. Rather, you can hide the answer and try again.

In the student self assessment modules, no one but you can see your results – this is different to the lecturer modules.

The screenshot shows a web browser window titled "Ensignia Content Preview - Windows Internet Explorer". The URL is "http://mentor.incd.com.au/ensignia/system/cms/previewContent.jsp?ref=11026320&_p=1235254494297". The page header features the "mentor" logo with the tagline "#1 Click. Learn. Teach. Improve." and the course title "Business Law @ TAFE".

The main content area is divided into two columns. The left column, titled "Contents and Progress", contains a grid of numbered buttons (01-07) and navigation buttons for "Back", "Next", and "Exit Topic". Below this is a "Notes" section with a text area and "Save" and "Clear" buttons.

The right column, titled "Origins of Law", contains a "Short Answer Question" prompt: "Enter your answer in the text box below." The question is: "What do we mean when we say that English laws were received into the colony of NSW in 1788?" Below the question is a text input field with a "show answer" button. A model answer is provided: "Your answer should include the following points: The English colonists made the legal assumption of terra nullius when they settled Australia, meaning that the land belonged to no-one. Laws of indigenous peoples of Australia were ignored. This meant that all English laws in force in 1788 automatically applied to the new colony." At the bottom of the question area are "YES" and "NO" buttons.

This screenshot shows the same interface as the previous one, but with a feedback message. The "YES" button is now disabled and greyed out. A message reads: "TRY AGAIN / You have marked your answer incorrect. — See Miles and Dowler, A Guide to Business Law 18th edition (Thomson Lawbook Co, 2008) para 1.100 for further reading." A "Mark incorrect" button is also visible.



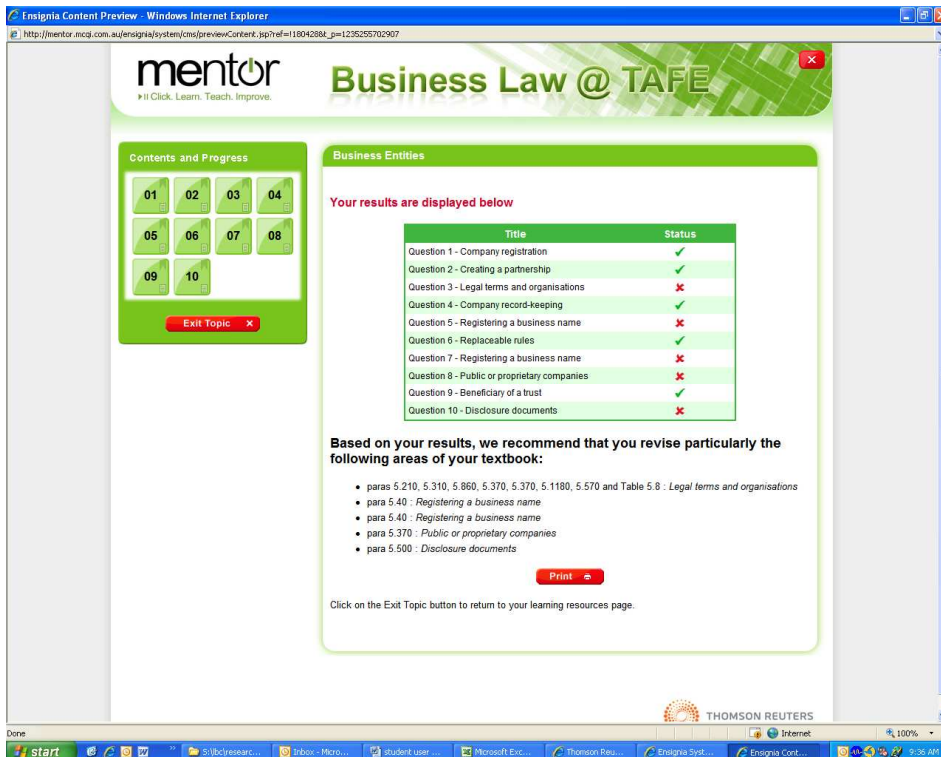
Viewing results

Topic results page

At any stage during each topic quiz (but most usefully done once completed) you can click on the % tool in the top right corner of the screen to see your results for that topic.



Your results for that topic will appear in a table and a targeted reading list will be generated based on the questions you answered incorrectly. If the module is supported by more than one text then the reading list will refer to the relevant paragraphs of each related text.





Module results page

At the bottom of the module page is "View your results". Clicking on this link will display a table indicating your progress through the complete module and your results for each topic.

Calendar and reminders

February, 2009

Su	1	2	3	4	5	6	7
8	9	10	11	12	13	14	15
16	17	18	19	20	21	22	23
24	25	26	27	28	29	30	31

Review topics from your text...

- Topic 01 Origins of Law - Topic Quiz
- Topic 01 Origins of Law - Short Answer Questions
- Topic 02 Court System - Topic Quiz
- Topic 02 Court System - Short Answer Questions
- Topic 03 Negligence - Topic Quiz
- Topic 03 Negligence - Short Answer Questions
- Topic 04 Business Entities - Topic Quiz
- Topic 04 Business Entities - Short Answer Questions
- Topic 05 Cheques - Topic Quiz
- Topic 05 Cheques - Short Answer Questions
- Topic 06 Contracts - Topic Quiz
- Topic 06 Contracts - Short Answer Questions
- Topic 07 Real and Personal Property - Topic Quiz
- Topic 07 Real and Personal Property - Short Answer Questions
- Topic 08 Bankruptcy - Topic Quiz
- Topic 08 Bankruptcy - Short Answer Questions
- Topic 09 Sale of Goods and Consumer Law - Topic Quiz
- Topic 09 Sale of Goods and Consumer Law - Short Answer Questions
- Topic 10 Insurance - Topic Quiz
- Topic 10 Insurance - Short Answer Questions

[View Your Results](#)

mentor
Click. Learn. Teach. Improve.

Your Results for "Business Law @ TAFE"

Your most recent results for each topic are displayed below.

Topic	Result	Date Completed
[01] Origins of Law - Topic Quiz	50/100	21/02/09
[01] Origins of Law - Short Answer Questions	-	-
[02] Court System - Topic Quiz	30/100	21/02/09
[02] Court System - Short Answer Questions	-	-
[03] Negligence - Topic Quiz	-	-
[03] Negligence - Short Answer Questions	-	-
[04] Business Entities - Topic Quiz	-	-
[04] Business Entities - Short Answer Questions	-	-
[05] Cheques - Topic Quiz	-	-
[05] Cheques - Short Answer Questions	-	-
[06] Contracts - Topic Quiz	-	-
[06] Contracts - Short Answer Questions	-	-
[07] Real and Personal Property - Topic Quiz	-	-
[07] Real and Personal Property - Short Answer Questions	-	-
[08] Bankruptcy - Topic Quiz	-	-
[08] Bankruptcy - Short Answer Questions	-	-
[09] Sale of Goods and Consumer Law - Topic Quiz	-	-
[09] Sale of Goods and Consumer Law - Short Answer Questions	-	-
[10] Insurance - Topic Quiz	-	-
[10] Insurance - Short Answer Questions	-	-
Overall Results	80/200 (40%)	

Print Close

Only you have access to your results in the student self assessment modules. If your lecturer has provided you with a password for lecturer assessment content, then your lecturer will be able to see your results in the lecturer modules only (see pages 17 and following for further information), and not your self assessment exercises.

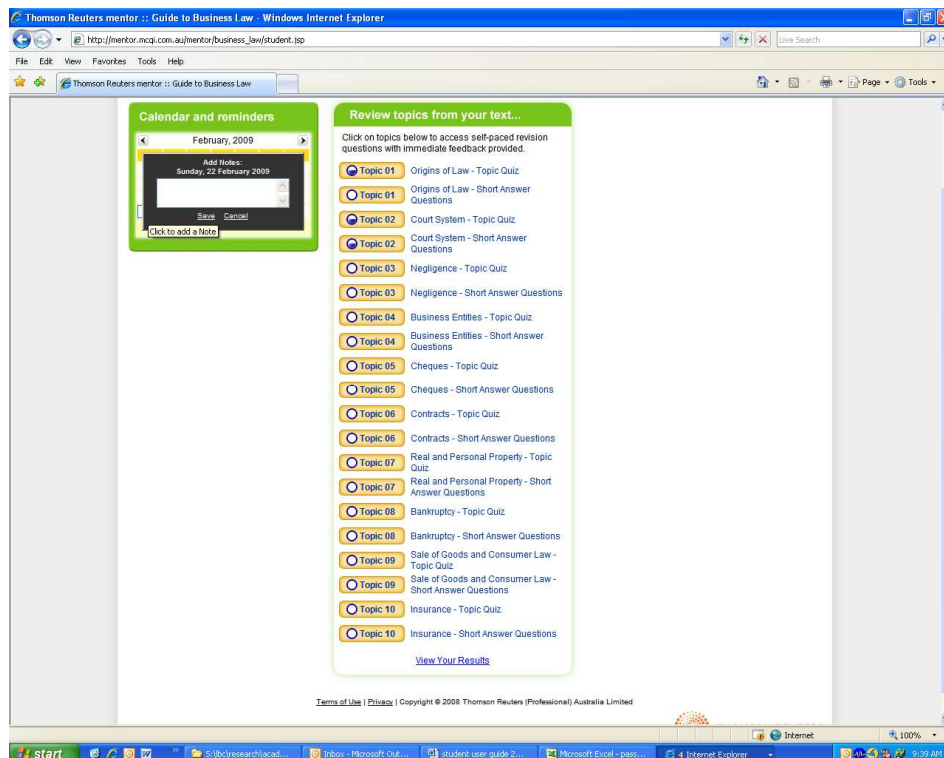


Other features

You can add important dates and notes to the calendar in the top left of your screen.



Click on a date and an “Add notes” pane will appear. Enter your note and click save. That date will then be highlighted in blue to indicate its importance. Clicking on the highlighted date will bring up the related note. If you have access to the lecturer modules then your lecturer can also add important dates to your calendar (assignment due dates etc).





Accessing lecturer modules

If you have already self-registered as a student but did not have a password for lecturer content at the time of registration, you can add one at a later date should your lecturer provide one for your unit of study. After logging in, click on Edit your details in the top right hand corner of your screen.



Add the password given to you in the last field and click “Save”.



*Please note that this password is confidential. Assessments undertaken in the lecturer modules are viewed by your lecturer. Any users who are **not** students recognised by that lecturer will have their access to the lecturer modules blocked by the lecturer.*



Once you have entered the password provided from your lecturer you will be able to see the topics that your lecturer has assigned to your class. Lecturer-provided content will always appear within orange borders, so you can easily identify the student and lecturer modules.

Your lecturer may have written a customised welcome message and instructions in the top right hand corner of the page. He/she may also have included some documents to download to assist you in your studies.

He/she may have scheduled some tasks for you to complete which will be listed in the Scheduled tasks pane on the left hand side below your calendar. Some of these tasks may involve completing **mentor** exercises, but could be other assessment tasks that you are required to complete. The due dates for these items will be highlighted in your calendar. When you tick the box next to your scheduled task your lecturer will be notified that you have completed it.

Important note – When you undertake review quizzes in the lecturer modules be aware that:

- You may only attempt each question, and each quiz ONCE;
- The correct answers will NOT be revealed; and
- Your lecturer will receive notification of your results.

This part of **mentor** is for your lecturer to assess your understanding of course materials and content.

Some lecturers may allocate these topics to you as revision tools only, but your lecturer may elect to use these tools as part of your formal assessment or as part of your class participation mark, where applicable.

Take care to read your course guides and make use of these tools accordingly. If unsure, please check with your lecturer as to how these exercises are to be used.

The screenshot shows the Thomson Reuters mentor website interface. The page is titled "mentor Guide to Business Law" and includes a navigation bar with "Click. Learn. Teach. Improve." and a user greeting "Hello, Natasha Naude." with links for "Change Password", "Edit Your Details", and "Log Out".

The main content area is divided into three columns:

- Calendar and reminders:** A calendar for February 2009. Below it, a "Scheduled tasks to complete" section lists tasks such as "Contract review quiz" (due 26-Feb-2009), "Oral presentation" (due 27-Feb-2009), and "Essay due" (due 15-Mar-2009).
- Review topics from your text...:** A list of 10 topics, each with a radio button and a description, such as "Topic 01 Origins of Law - Topic Quiz" and "Topic 02 Court System - Topic Quiz".
- From your lecturer...:** A section titled "Welcome to mentor" with links for "Training demo" and "URL list". Below, a list of 15 topics (Topic 01 to Topic 55) is shown, each with a radio button and a description, such as "Topic 01 Origins of Law - Review quiz" and "Topic 02 Origins of Law - Short Answer Questions".

The interface is displayed in a Windows Internet Explorer browser window with the address bar showing "http://mentor.mcqj.com.au/ensigna/home/lms/index.jsp".

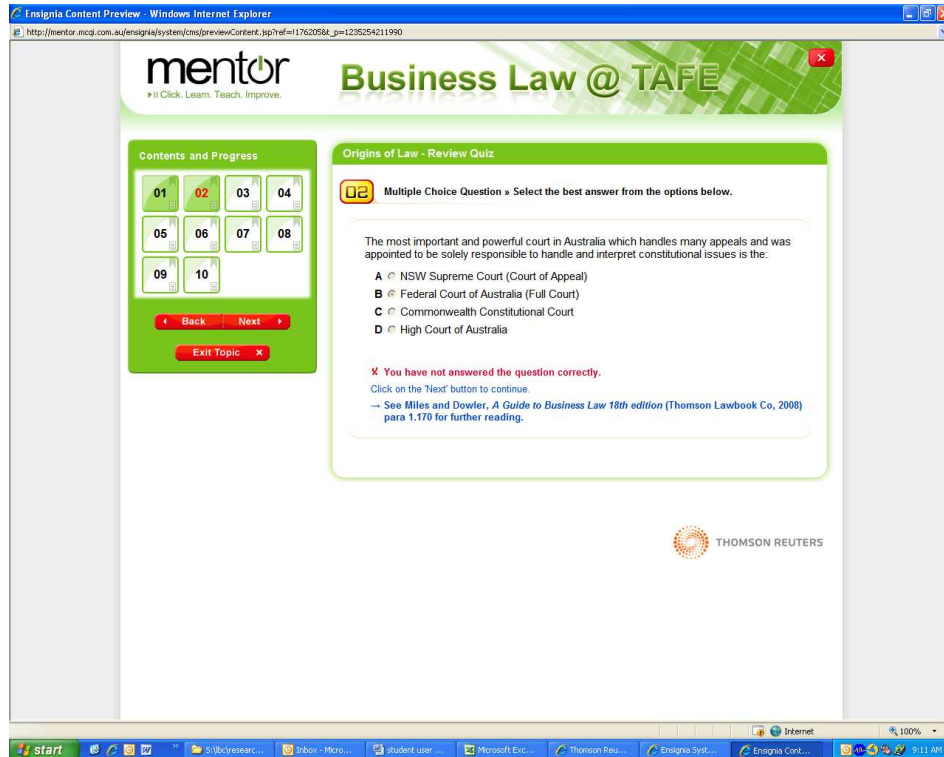


Types of exercises in lecturer modules

Review quizzes

As with the student modules, you will be presented with review quizzes which may consist of a variety of question types, eg Multiple choice, Drag and drop, Select from the following and True/false.

Note that in the lecturer modules that when you get an answer incorrect – see below – you will not be given the correct answer and you will not be able to attempt the question again.



If you try to attempt an already-completed quiz in the lecturer module you will get the following message:





Short answer, Problem and Essay questions

In the student module Short answer questions can be self-marked as correct or incorrect. In the lecturer module, which can be used by your lecturer as a formal assessment tool, short answer questions will appear as follows. Other options available to lecturers are Problem questions and Essay topics.

Your lecturer will give instructions as to how you should submit your answers. He/she may allocate these questions as tutorial discussion topics, oral presentation topics, online/chat room topics, or request that you submit written answers via email or Blackboard/WebCT, as applicable.

The screenshot shows a web browser window titled 'Ensignia Content Preview - Windows Internet Explorer'. The address bar shows a URL from 'http://mentor.inca.com.au'. The page header features the 'mentor' logo with the tagline 'It Click. Learn. Teach. Improve.' and 'Business Law @ TAFE'. The main content area is titled 'Court System - Short Answer Questions'. It contains the following text: 'The following short answer questions have been assigned by your lecturer. Your lecturer will provide instructions on how to submit your answers for these questions.' followed by three numbered questions: 1. 'In a court case what does it mean when the losing party wants to lodge an "appeal"?', 2. 'In relation to both civil and criminal law explain the meaning of "burden of proof" and "standard of proof".', and 3. 'What are the differences between a "solicitor" and "barrister"?' Below the questions, it says 'Press "Exit Topic" when you are ready to return to mentor.' and there is a red 'Exit Topic' button. The Thomson Reuters logo is visible in the bottom right corner.

The screenshot shows a web browser window titled 'Ensignia Content Preview - Windows Internet Explorer'. The address bar shows a URL from 'http://mentor.inca.com.au'. The page header features the 'mentor' logo with the tagline 'It Click. Learn. Teach. Improve.' and 'Business Law @ TAFE'. The main content area is titled '01. Origins of Law - Problem Question 1'. It contains the following text: 'The following problem question has been assigned by your lecturer. Your lecturer will provide instructions on content guidelines and how to submit your answer for this question.' followed by a paragraph: 'Following complaints about drunkenness and bad behaviour in local parks, the Victorian Parliament passed the Peace in Parks Act 2008 (Vic) to prohibit/restrict the use of alcohol in public parks. Section 4 of this Act imposed a fine of \$500 on any person who consumed "beer, whisky, rum, wine or any other drink within any local park". Applying the doctrine of "ejusdem generis" what is the most likely result in the following situations:' followed by three sub-questions: a) 'Serena is arrested in her local park whilst drinking a bottle of Vodka.', b) 'Sebastian is arrested in his local park whilst sipping cough medicine containing 2% brandy which was prescribed by his doctor for Sebastian's influenza.', and c) 'Sheryl is arrested for drinking coffee in her local park.' Below the questions, it says 'Press "Exit Topic" when you are ready to return to mentor.' and there is a red 'Exit Topic' button. The Thomson Reuters logo is visible in the bottom right corner.



Ensignia Content Preview - Windows Internet Explorer
http://mentor.ncqj.com.au/ensignia/system/cms/previewContent.jsp?ref=11783158t_js=1235267119359

mentor
Click. Learn. Teach. Improve.

Business Law @ TAFE

Court System - Essay Question

Court System - Essay Question

The following essay question has been assigned by your lecturer. Your lecturer will provide instructions on content guidelines and how to submit your answer for this question.

**"The role of judges is simply to interpret and enforce the law."
Do you agree with this statement?**

Press 'Exit Topic' when you are ready to return to mentor.

Exit Topic

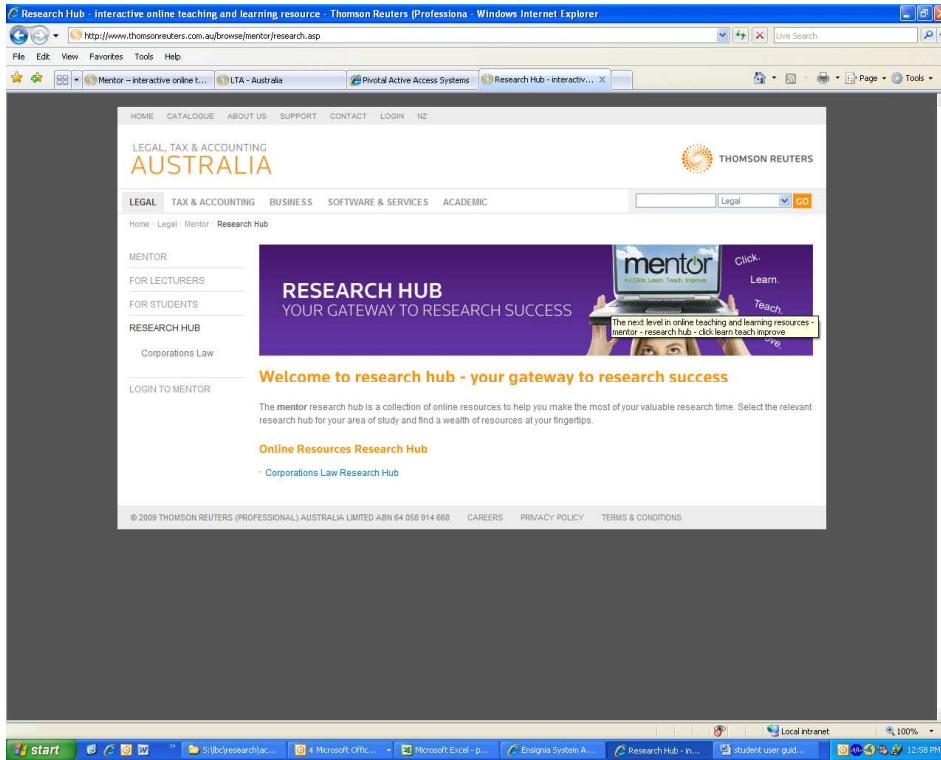
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Research Hub

In addition to the mentor self assessment and lecturer assessment tools, Thomson Reuters introduces Research Hub – a research portal containing links to useful websites divided into topics. Corporations Law is currently available and more subject areas will follow.

Visit www.thomsonreuters.com.au/researchhub



We hope you find **mentor** a useful self assessment and revision tool and welcome your feedback.

For assistance or to leave comments, please email lta.mentor@thomsonreuters.com