COURSE SYLLABUS
Accounting 231 500 – Online, Summer 2020

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        936-468-3105 department (leave a message)
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Office Hours: Zoom meetings by appointment

Course Materials:
Required Text: Financial and Managerial Accounting, Wild & Shaw, 8th Ed. with McGraw-Hill Connect code
McGraw Hill Connect: We will use the Connect website to complete LearnSmart Assignments, homework, access video content, complete additional practice, and to take exams. Connect assignments can be accessed directly through the McGraw-Hill website, or from the various links embedded in the D2L course page. To register for Connect, please follow the instructions from the video posted to D2L. The video is available on D2L if needed.
D2L: PowerPoints, Chapter notes, links to Connect assignments, and announcements will be posted onto the course D2L site. However, I do not use the email functionality on D2L. **DO NOT EMAIL ME USING THE D2L EMAIL FUNCTION!** Please use the above email address if you wish to contact me.

Course Description:
Introduction to concepts, principles, processes and uses of accounting information for financial reporting. Prerequisite: 3 hours of college-level math (may be taken concurrently).

General Objective:
To introduce the student to the basic concepts of accounting. This includes the collection, presentation, and analysis of data for all forms of business enterprises.

Course Objectives:
Upon successful completion of this course, the student should be able to:
1. Understand the objectives of financial reporting established by the Financial Accounting Standards Board (FASB).
2. Use current financial accounting terminology.
3. Identify, analyze, and process relevant business transactions.
4. Identify, understand, prepare and analyze an income statement, statement of stockholders equity, and balance sheet.
5. Understand, classify and analyze cash flow statement.
6. Describe alternative methods of recognizing and valuing economic resources (assets) and claims on these resources (liabilities).
7. Apply the various methods of valuation and compare the financial statement impact of each.
Course Requirements:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Points</th>
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</thead>
<tbody>
<tr>
<td>Exams (4 @ 100)</td>
<td>400</td>
</tr>
<tr>
<td>Accounting Cycle Problems (3 @ 50)</td>
<td>150</td>
</tr>
<tr>
<td>Homework</td>
<td>100 (highest 10 grades)</td>
</tr>
<tr>
<td>LearnSmart Assignments</td>
<td>50 (highest 10 grades)</td>
</tr>
<tr>
<td>Video Assignments</td>
<td>50 (highest 10 grades)</td>
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<td></td>
<td>750 points</td>
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*Students must have a minimum test average of 60% for the homework, LearnSmart Assignments, Video Assignments, and Accounting Cycle Problems grades to count. For example, if your test average is a 58%, your final grade in the class will be 58%. However, if your test average is 62%, but total course grade is a 71%, you will have a 71% for the class.

Grading Scale:

- A = 90% - 100%
- B = 80% - 90%
- C = 70% - 80%
- D = 60% - 70%
- F = below 60%

Course Requirement Details:

Exams:
Every effort will be made to give exams on the scheduled dates per the syllabus. All dates are tentative and subject to change. **No make-up exams will be allowed.** Exams may consist of a combination of multiple choice, fill-in-the-blank, matching, or problem type questions. In an effort to minimize cheating on online exams, I will be utilizing exam pools and exam time limits. Exam questions will be chosen from question pools, meaning no two students will have the exact same exam. Once you begin an exam, you will have 75 minutes to complete it, however, the exam must be completed by 11:30 PM. To get the full 75 minutes to take the exam, be sure to **start the exam by 10:15 PM** on the day assigned (see schedule below).

Accounting Cycle Problems:
The Accounting Cycle Problems are based off the material covered in the first 3 chapters covered in this class. These problems will walk you through the entire accounting cycle process, from creating t-accounts to posting to the trial balance to preparing the financial statements. The number of steps and entries included in these exercises make them quite lengthy. I have had students tell me they can take upward of 5 hours to complete. Please keep this in mind, and give yourself plenty of time to complete the assignments. Unlike homework assignments, you will have unlimited attempts at these assignments. These assignments are due at **11:30 PM** on the day assigned (see schedule below).

Homework:
The old phrase “practice makes perfect” definitely applies to the study of accounting. Therefore, you will be required to complete homework assignments on each chapter of the course. Homework assignments will be submitted online through McGraw-Hill Connect. Each chapter’s homework assignment submitted online will be worth 10 points. There are 12 homework assignments, but I will drop the lowest 2 grades. You will have unlimited time to complete the assignments, and 2 attempts at each homework. You may see similar problems on exams, so it may be helpful for you to review your homework in preparation of exams. These assignments are due at **11:30 PM** on the day assigned (see schedule below). Please allow yourself ample time to fully complete the assignment before the deadline.

LearnSmart Assignments:
When we start a new chapter, it is important to read the chapter text. To assist you with reading the book, I have created LearnSmart Assignments in McGraw-Hill Connect. These assignments allow you to simultaneously read pre-highlighted key information in the text, and then practice what you have learned by asking questions to gauge your understanding of the topics. If you get the questions right, you move on to the next topic. If you get the questions wrong, the system will ask you more questions until you have mastered the topic.
You have two options when doing these assignments. First, (and most preferable) you can read the text, and then do the practice questions. Alternatively, you can jump right into the practice problems. Why wouldn’t you just do the second option? It will actually take you longer to complete the assignment! Research has shown that students that read first, and then attempt the problems, actually spend less time on the assignments. If you jump right into the questions without reading, you will end up getting the questions wrong, and then have to go back and read anyway. Save yourself the headache, read first!

Each LearnSmart Assignment is engineered to take you about an hour to complete. Completion of the entire assignment will get you full credit for the assignment. Partial credit will be awarded for partial completion on a percentage of completed bases (i.e. if you only master 70% of the assignment topics, you will receive 70% credit for the assignment.) These assignments are due at 11:30 PM on the day assigned (see schedule below). Please allow yourself ample time to fully complete the assignment before the deadline.

**Video Assignments:**
The publisher of our textbook has created a number of high quality video/practice examples. There are two types of videos. The first type of video is called the “Concept Overview Videos”. These videos review a specific topic, and then ask you a knowledge check question to make sure you understand the content. You will receive points for correctly answering these knowledge check questions. The second type of video is called the “Need-to-know videos.” These videos review a key concept from the chapter. Within the chapter assignment, you will find approximately 20-30 videos. The videos vary in length – from about 1-4 minutes each – with the majority of videos less than 2 minutes in length. I estimate these assignments should take you about an hour to complete. These assignments are due at 11:30 PM on the day assigned (see schedule below). Please allow yourself ample time to fully complete the assignment before the deadline.

### Tentative Course Schedule
(Changes to the schedule are possible during the semester; it is your responsibility to read announcements and emails to get notifications of changes)

<table>
<thead>
<tr>
<th>Due Date</th>
<th>LearnSmart, Video, &amp; HW Assignments</th>
<th>Other Assignments</th>
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<tbody>
<tr>
<td>Monday, May 11</td>
<td>Chapters 1 &amp; 2</td>
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<tr>
<td>Tuesday, May 12</td>
<td>Chapter 3</td>
<td>Accounting Cycle Problem #1</td>
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<tr>
<td>Wednesday, May 13</td>
<td>Chapter 4</td>
<td>Exam #1 – Chapters 1-3</td>
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<td>Thursday, May 14</td>
<td>Chapter 5</td>
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<td>Friday, May 15</td>
<td>Chapter 6</td>
<td>Accounting Cycle Problem #2</td>
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<tr>
<td>Monday, May 18</td>
<td>Chapter 7</td>
<td>Exam #2 – Chapters 4-6</td>
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<td>Tuesday, May 19</td>
<td>Chapter 8</td>
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<tr>
<td>Wednesday, May 20</td>
<td>Chapter 9</td>
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<tr>
<td>Thursday, May 21</td>
<td>Chapter 10</td>
<td>Exam #3 – Chapters 7-9</td>
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<tr>
<td>Friday, May 22</td>
<td>Chapter 11</td>
<td>Accounting Cycle Problem #3</td>
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<tr>
<td>Monday, May 25</td>
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<td>Memorial Day Holiday</td>
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<tr>
<td>Tuesday, May 26</td>
<td>Chapter 12</td>
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<tr>
<td>Wednesday, May 27</td>
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<td>Exam #4 – Chapters 10-12</td>
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**Program Learning Outcomes:**
Program learning outcomes define the knowledge, skills, and abilities students are expected to demonstrate upon completion of an academic program. These learning outcomes are regularly assessed to determine student learning and to evaluate overall program effectiveness. You may access the program learning outcomes for your major and particular courses at [http://www.sfasu.edu/cob/ug-plo.asp](http://www.sfasu.edu/cob/ug-plo.asp).

**General Student Policies:**

**Student Academic Dishonesty (University Policy 4.1)**
Abiding by university policy is a responsibility of all university faculty and students.

**Definition of Academic Dishonesty**
Academic dishonesty includes both cheating and plagiarism. Cheating includes, but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit. Please read the complete policy at [http://www.sfasu.edu/policies/student_academic_dishonesty.pdf](http://www.sfasu.edu/policies/student_academic_dishonesty.pdf).

**Course Grades (University Policy 5.5)**
At the discretion of the instructor of record and with the approval of the academic unit head, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F, except as allowed through policy related to active military service. If students register for the same course in future semesters, the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average. Please refer to the complete policy at [http://www.sfasu.edu/policies/course-grades.pdf](http://www.sfasu.edu/policies/course-grades.pdf).

**Students with Disabilities**
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to [http://www.sfasu.edu/disabilityservices/](http://www.sfasu.edu/disabilityservices/).

**Student Conduct (University Policy 10.4)**
Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program (see the full Student Conduct Code at [http://www.sfasu.edu/policies/student-conduct-code.pdf](http://www.sfasu.edu/policies/student-conduct-code.pdf).) Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic, or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the iCare Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed.