Instructor: Stephanie Ross, Ph.D, CPA, MBA, MS  
Department: Gerald W Schlief School of Accountancy  
Office: 292C  
Phone: 936.468.1595 my office  
936.468.3105 accounting department (leave message)  
E-mail: Stephanie.Ross@sfasu.edu (USE SFA EMAIL ONLY)  
Office Hours: Tuesdays: 9:15am – 11:00am; 12:15pm – 2:15pm (In-office/On-line)  
Thursdays: 9:15am – 11:00am; 12:15pm – 1:00pm (In-office/On-line)  
On-line Office Hours: Wednesdays: 9:00am – 1:00pm, (On-line Only)  
Other times by appointment only  
Class Hours: ACC 3301.001 – T/TH 8:00am – 9:15am  
Prerequisite: 2302

Course Materials:
Intermediate Accounting, Spiceland, Nelson, Thomas & Winchel, 11th Edition (ISBN: 9781264604500) – the textbook may be electronic or hardcopy but students tend to benefit most from bringing a hardcopy to class. You can make your purchase either through the campus bookstore or through McGraw Hill (mheducation.com). Make certain that your purchase includes the McGraw Hill CONNECT ACCESS CODE (online management system for above listed textbook). Sharp EL-233S or Casio HS-8VA calculator or any simple calculator will be used in this class.

In addition, students are required to pay $8.50 once per semester for the ExamMonitor AI proctoring service. This fee covers proctoring for all 3000-level or above accounting courses the students are enrolled in, no matter how many classes you are taking. The fee must be paid through ExamSoft prior to taking your first exam or mock exam. Please use the instructions provided by your instructor to access ExamSoft and pay the fee.

Course Coverage:
Study and application of generally accepted accounting principles in the accounting process and statement preparation.

Course Objectives:
Accounting 3301 will review the accounting environment, the basic accounting model, the accounting information system, basic financial statements and the specific topics of time value of money, cash, accounts receivable, inventories, operational and intangible assets and revenue recognition.

Accounting Bootcamp:
The School of Accountancy has implemented an Accounting Bootcamp. This bootcamp is used to review students on the fundamental concepts covered in 2301 - Principles of Financial Accounting. This will assist students in not only being successful in Intermediate Accounting, but all future accounting classes going forward. All students entering Intermediate Accounting 1 will be required to take an exam on day 1 of the respective semester in their Intermediate Accounting class. Please note the following regarding the exam:
- The exam will cover topics from ACCT 2301 – Principles of Financial Accounting
- A grade of 80% or greater is required in order for the student to be exempt from attending the required Accounting Boot Camp

Boot camp attendees (students who do not achieve 80% or higher on the Entrance Exam will be required to attend the Bootcamp):
- The boot camp will occur over three Fridays (January 26th, February 2nd & February 9th): Attendance is mandatory each Friday
- The boot camp time is from 12noon – 3:00pm each Friday
- The boot camp location: Room 269
- An Exit Exam will be administered on the last day of the boot camp. An 80% passing rate is required for this exam as well.

- If the student passes the boot camp Exit exam, they will remain in the Intermediate Accounting 1 class.
- A failure of the Exit exam will either result in the student receiving an "F" in the Intermediate Accounting 1 class or the student withdrawing voluntarily.

- All questions should be directed to Dr. Nikki Shoemaker (shoemakerl@sfasu.edu).

**Time Requirement:**
The time requirement to earn an above average grade in this course is significant, although it may vary for each student. Students should be prepared to spend 9-12 hours per week which includes 2½ hours of class time per week. In order to succeed in this course, it is important for students to understand the demanding nature of accounting and be willing to devote the necessary time and effort. The better you perform in this course will most likely result in enhanced performance in future financial accounting classes.

**Cheating & plagiarism:**
In the accounting profession, ethics is of utmost importance, as numerous stakeholders rely on accounting information to make decisions. It is the intent of the Schlief School of Accountancy to foster and encourage integrity in all of its accounting classes. Therefore, there will be no tolerance for academic dishonesty, including but not limited to, plagiarism, cheating on examinations, papers, or other course-related work, copying or collaborating on assignments without permission, or other inappropriate conduct. Any instances of such academic dishonesty will be documented and reported to the Dean and the student will receive an F in the course.

**Exams:**
Every effort will be made to give exams on the scheduled dates per the Syllabus. All dates are tentative and subject to change. Exams will be given online through ExamSoft. This is a new exam platform that we will use for Intermediate 1 this semester. We will have a mock test run of ExamSoft to familiarize you with the system. In addition, students MUST use the online calculator provided in ExamSoft to take ALL exams. No electronic devices of any kind may be used for any purpose during an exam.

**Chapter Smartbook Activities:**
Chapter Smartbook activities are due in Connect on the stated due date. These activities help you practice the concepts and objectives taught in the chapter readings and interactive lecture activities and aid in preparing the student for the chapter homework and exams. You will continue to work through these activities until you have successfully completed each assignment. Please note the amount of time to complete these activities varies by chapter. If you have not read the chapter and become familiar with the content FIRST, these activities will take much more time than they are structured to take. There is a tutorial in Connect that gives step by step instructions for successful completion of these activities. It is highly recommended you take the time to work through the tutorial rather than just assume you are properly completing the assignment.

**Homework:**
All homework assignments are due in Connect on the stated due date. These assignments allow the student to practice the concepts taught in each chapter and aid in preparing for the exams. I highly recommend the student work the problems out by hand BEFORE entering the answer in Connect as this will help to learn and understand the concepts. You will have 3 attempts to successfully complete these assignments and the highest grade will be recorded. No homework assignments will be accepted late, nor will they be accepted in writing.

**Accounting Cycle Assignment:**
The students’ ability to understand and apply the concepts learned in ACC2301 is critical to successful completion of this course. To reinforce the concepts learned in ACC2301, an accounting cycle problem is located in Connect and will be available the first day of class and due when Chapter 2 homework is due (see course timeline). This gives the student plenty of time to successfully complete it and ask any questions. This is a REQUIRED, GRADED assignment (see Course Requirements). Since this assignment is due along with
Chapter 2 homework, it is highly recommended not to wait until the night before to complete it. It is a lengthy algorithmic problem. You will have unlimited attempts to successfully complete this assignment.

Extra Credit/Bonus Opportunities:
Throughout the semester, there will be bonus assignments found in Connect. These assignments will clearly be marked as "Bonus." The due date for each assignment will be the same due date as for that particular chapter (i.e. if chapter 2 homework is due February 4th, the extra credit assignment for chapter 2 will also be due February 4th.) Each extra credit problem point value will vary. These points will be added to your exam points which will help to increase your overall exam average. A total of 25 points can be earned by successfully completing ALL bonus assignments. You will be allowed two attempts to complete each assignment and the highest grade will be recorded. These assignments not only provide bonus points, they also help to learn, reinforce and apply the concepts for that particular chapter.

In addition, the lowest homework and Smartbook grades will be dropped. Allowing three attempts to complete your homework gives the student every opportunity to make a perfect score if they so choose. The accounting cycle assignment can be completed unlimited times to obtain a perfect score. Additional opportunities for bonus points may be given randomly throughout the semester and will be announced in class and/or Brightspace/D2L. Therefore, there will not be one magic assignment at the end of the semester to regain all the points you did not take advantage of during the semester. So, please do NOT ask.

Brightspace/D2L:
In addition to class time and office hours, the Brightspace/D2L News Feed will be used as my primary source of communication. Course materials, announcements and various information will be posted to the Brightspace/D2L home page for this class. Student grades will also be posted in Brightspace/D2L. It is the student’s responsibility to see that they have access to Brightspace/D2L for this class. In addition, PLEASE SEND ALL EMAILS TO THE PROFESSOR via SFA EMAIL, NOT BRIGHTSPACE/D2L.

Grades:
Grades will be posted in Brightspace/D2L upon completion of grading. Brightspace/D2L is your “official” gradebook. The student must notify the instructor within one week of the grade being posted in Brightspace/D2L if they have a question about the grade in order for any grade adjustment to be considered. Waiting until the end of the semester is too late.

Overall Exam Average:
At the end of the semester, students MUST have an OVERALL exam average of at least a 60 percent in order to pass this course. This grade is calculated by adding ALL three exam scores (along with any bonus points you earned through the bonus opportunities included in Connect ONLY) and dividing by the total possible points for these same exams (which will be 330). If the overall exam average calculation is below a 60 percent at the end of the semester, the student automatically makes an “F” for the course regardless what other grades the student has received on other assignments. See also “Course Requirements.”

Cell Phones & Other Electronic Devices:
Cell phones (or other potentially noise-making and distracting gadgets) are to be turned OFF and put away during class. Cell phones may not be used for any purpose during class (not even a calculator). This is mandatory, not a request.

Extenuating Circumstances/Emergencies/Illnesses:
In addition to contacting the instructor, the student must immediately contact the Office of Student Rights and Responsibilities at 936.468.2703 if at any time during the semester an unanticipated circumstance causes the student to fall behind in class. However, once an assignment(s) is CLOSED, it is too late to ask for any consideration. Therefore, you MUST notify the instructor BEFORE the assignment(s) is CLOSED. Otherwise, the situation will be given no consideration. Understand that each situation will be handled on an individual basis.
Technical Problems:
Although technical problems are no excuse for unfinished assignments, in the event the student should encounter technical difficulties, the student **MUST** notify Connect support AND the instructor IMMEDIATELY when the problem occurs in order for the situation to be given any consideration at all. **IF THE STUDENT WAITS UNTIL THE ASSIGNMENT HAS CLOSED TO REPORT THE PROBLEM, THE ASSIGNMENT WILL NOT BE REOPENED.** The student should report the issue by either calling my office or by email. **If the student has a problem with Connect, he/she should call 1.800.331.5094 or contact them online at www.mhhe.com/support.** Connect has night and weekend hours. When contacting Connect technical support, they will provide a case number which must be included with the correspondence to the instructor. **Those that do not follow these instructions will be given NO consideration.** Understand that each situation will be handled on an individual basis.

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.

General Student Policies
Academic Integrity

The Code of Student Conduct and Academic Integrity outlines the prohibited conduct by any student enrolled in a course at SFA. It is the responsibility of all members of all faculty, staff, and students to adhere to and uphold this policy.

Articles IV, VI, and VII of the new Code of Student Conduct and Academic Integrity outline the violations and procedures concerning academic conduct, including cheating, plagiarism, collusion, and misrepresentation. Cheating includes, but is not limited to: (1) Copying from the test paper (or other assignment) of another student, (2) Possession and/or use during a test of materials that are not authorized by the person giving the test, (3) Using, obtaining, or attempting to obtain by any means the whole or any part of a non-administered test, test key, homework solution, or computer program, or using a test that has been administered in prior classes or semesters without permission of the Faculty member, (4) Substituting for another person, or permitting another person to substitute for one’s self, to take a test, (5) Falsifying research data, laboratory reports, and/or other records or academic work offered for credit, (6) Using any sort of unauthorized resources or technology in completion of educational activities.

Plagiarism is the appropriation of material that is attributable in whole or in part to another source or the use of one’s own previous work in another context without citing that it was used previously, without any indication of the original source, including words, ideas, illustrations, structure, computer code, and other expression or media, and presenting that material as one’s own academic work being offered for credit or in conjunction with a program course or degree requirements.

Collusion is the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any provision of the rules on academic dishonesty, including disclosing and/or distributing the contents of an exam.

Misrepresentation is providing false grades or résumés; providing false or misleading information in an effort to receive a postponement or an extension on a test, quiz, or other assignment for the purpose of obtaining an academic or financial benefit for oneself or another individual or to injure another student academically or financially.

**Withheld Grades Semester Grades Policy (5.5)**
Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the coursework 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. If students register for the same course in future terms the WH will automatically become an F and will be counted as a grade.
as a repeated course to compute the grade point average. For additional information, go to
https://www.sfasu.edu/policies/course-grades-5.5.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
promptly may delay your accommodations. For additional information, go to
http://www.sfasu.edu/disabilityservices/.

Student Wellness and Well-Being
SFA values students’ overall well-being, mental health and the role it plays in academic and overall student
success. Students may experience stressors that can impact both their academic experience and their personal
well-being. These may include academic pressure and challenges associated with relationships, emotional
well-being, alcohol and other drugs, identities, finances, etc.

If you are experiencing concerns, seeking help, SFA provides a variety of resources to support students’
mental health and wellness. Many of these resources are free, and all of them are confidential.

On-campus Resources:
The Dean of Students Office (Rusk Building, 3rd floor lobby)
www.sfasu.edu/deanofstudents
936.468.7249
dos@sfasu.edu

SFA Human Services Counseling Clinic Human Services, Room 202
www.sfasu.edu/humanservices/139.asp
936.468.1041

The Health and Wellness Hub “The Hub”
Location: corner of E. College and Raguet St.

To support the health and well-being of every Lumberjack, the Health and Wellness Hub offers
comprehensive services that treat the whole person – mind, body and spirit. Services include:
• Health Services
• Counseling Services
• Student Outreach and Support
• Food Pantry
• Wellness Coaching
• Alcohol and Other Drug Education
www.sfasu.edu/thewhub
936.468.4008
thehub@sfasu.edu

Crisis Resources:
• Burke 24-hour crisis line: 1.800.392.8343
• National Suicide Crisis Prevention: 9-8-8
• Suicide Prevention Lifeline: 1.800.273.TALK (8255)
• johCrisis Text Line: Text HELLO to 741-741
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.) 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.

Course Requirements:
<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
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<tbody>
<tr>
<td>Exams 1-2*</td>
<td>200</td>
</tr>
<tr>
<td>Final Exam*</td>
<td>130</td>
</tr>
<tr>
<td>Smartbook</td>
<td>100 (highest 10 grades)</td>
</tr>
<tr>
<td>Homework</td>
<td>100 (highest 10 grades)</td>
</tr>
<tr>
<td>Syllabus Quiz</td>
<td>20</td>
</tr>
<tr>
<td>Accounting Cycle</td>
<td>25</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>575</strong></td>
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* Students must have a minimum overall exam average of 60% before points for other assignments are considered.

Grading Scale:
- A = 517 to 575 points
- B = 460 to 516 points
- C = 402 to 459 points
- D = 345 to 401 points
- F = below 345 points
<table>
<thead>
<tr>
<th>Date</th>
<th>In-Class Coverage &amp; Reading Assignments</th>
<th>Connect Assignments &amp; Due Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week – January 15th</td>
<td>Intermediate Accounting Assessment Entrance Exam</td>
<td>Thursday, January 18th</td>
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</tbody>
</table>
| Week – January 22nd  | Chapter 1 PowerPoint Lecture and Work-Out Problems            | -Review Syllabus before Class on Tuesday  
-Course Introduction – Overview (Tuesday)  
-Syllabus Quiz (In class on Thursday)  
-Ch 1 Smartbook and Ch 1 Homework in Connect  
-Due: Sunday, 1-28, 11:59pm |
| Week – January 29th  | Chapter 2 PowerPoint Lecture and Work-Out Problems            | Ch 2 Smartbook and Ch 2 Homework in Connect  
-Due: Sunday, 2-4, 11:59pm |
| Week – February 5th  | Chapter 3 PowerPoint Lecture and Work-Out Problems            | Ch 3 Smartbook and Ch 3 Homework in Connect  
-Due: Sunday, 2-11, 11:59pm |
| Week – February 12th | Chapter 4 PowerPoint Lecture and Work-Out Problems            | Ch 4 Smartbook and Ch 4 Homework in Connect  
-Due: Sunday, 2-18, 11:59pm |
| Week – February 19th | Exam 1 Review                                                 | (Chapters 1 through 4)                                                                         |
| February 22nd        | EXAM 1                                                         | Chapters 1, 2, 3 & 4                                                                            |
| Week – February 26th | Chapter 5 PowerPoint Lecture and Work-Out Problems            | Ch 5 Smartbook and Ch 5 Homework in Connect  
-Due: Sunday, 3-3, 11:59pm |
| Week – March 4th     | Chapter 6 PowerPoint Lecture and Work-Out Problems            | Ch 6 Smartbook and Ch 6 Homework in Connect  
-Due: Sunday, 3-10, 11:59pm |
| Week – March 11th    | WEEK OF SPRING BREAK                                          | WEEK OF SPRING BREAK                                                                           |
| Week – March 18th    | Chapter 7 PowerPoint Lecture and Work-Out Problems            | Ch 7 Smartbook and Ch 7 Homework in Connect  
-Due: Sunday, 3-24, 11:59pm |
| Week – March 25th    | EXAM 2 (March 26th)                                           | (Chapters 5, 6 & 7)                                                                             |
| March 28th–March 31st| EASTER BREAK                                                  | EASTER BREAK                                                                                   |
| Week – April 1st     | Chapter 8 PowerPoint Lecture and Work-Out Problems            | Ch 8 Smartbook and Ch 8 Homework in Connect  
-Due: Sunday, 4-7, 11:59pm |
| Week – April 8th     | Chapter 9 PowerPoint Lecture and Work-Out Problems            | Ch 9 Smartbook and Ch 9 Homework in Connect  
-Due: Sunday, 4-14, 11:59pm |
| Week – April 15th    | Chapter 10 PowerPoint Lecture and Work-Out Problems           | Ch 10 Smartbook and Ch 10 Homework in Connect  
-Due: Sunday, 4-21, 11:59pm |
| Week – April 22nd    | Chapter 11 PowerPoint Lecture Recording, Work-Out Problems     | Ch 11 Smartbook and Ch 11 Homework in Connect  
-Due: Sunday, 4-28, 11:59pm |
<p>| Week – April 29th    | Final Exam Review                                             | Final Exam Review                                                                               |</p>
<table>
<thead>
<tr>
<th>Week – May 6th</th>
<th>EXAM 3 (Final Exam)</th>
<th>Tuesday, May 7th (8am – 10am)</th>
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*Note: Dates are tentative and could change during the semester. It is the student’s responsibility to keep up with any changes.  Last updated: 12.12.23*