

# **Syllabus**

## **AC 205-INTRODUCTION TO FINANCIAL ACCOUNTING**

### **Fall Semester 2009**

Class Time: T TH Section 002 10:40 - 11:55 AM; Section 004 1:40 – 2:55 PM

Instructor: Susie Shannon Telephone: 426-1271 Office: B 218

Office Hours: T TH 9:30 – 10:30 AM; 12:00 – 1:00 PM or by appointment

Email: [sshannon@boisestate.edu](mailto:sshannon@boisestate.edu)

Graduate Assistant: [JennyJosephson@boisestate.edu](mailto:JennyJosephson@boisestate.edu)

ULA: Nate Goode

**DEPT. WEBSITE:** <http://ac.boisestate.edu>;

**PREREQUISITES:** ITM 104 (Word 2007) and ITM 105 (Excel 2007) or satisfactory score on COBE Computer Placement Exam. See details <http://itscm.boisestate.edu>

#### **REQUIRED TEXTS AND MATERIALS:**

**Financial Accounting**, Seventh Edition, Harrison Horngren, Pearson Prentice Hall, 2008.

**CPS Clicker: RF Generation 2 model**

**Enrollment in Pearson My Accounting Lab**

**Enrollment in CPS Clicker program**

#### **COURSE TECHNOLOGY:**

Because education is no longer limited to the traditional classroom, the BSU Department of Accountancy is committed to providing quality educational opportunities for students using course material provided via new technology. This will include the use of Black Board, the Pearson My Accounting Lab website, and CPS clicker technology. Students need to be willing and committed to becoming proficient with these technologies.

#### **BLACKBOARD ON BSU BRONCO WEB:**

Blackboard on the BSU Bronco Web will be the primary communication link between the instructor and students for postings of class handouts, Excel spreadsheets, and changes in course curriculum. Homework and Quiz grades will be tracked in My Accounting Lab (MAL). Participation points will be posted to My Accounting Lab on a regular basis. Participation points are captured via clicker usage in class. Please check your grades regularly. There is a maximum of three excused participation points including forgotten clickers and missed classes. There is a 10 day statute of limitations on contacting course personnel about recording errors or grade

omissions.

### **REGISTERING FOR My Accounting Lab**

My Accounting Lab is the website which will be used to deliver all homework assignments, projects and end of chapter quizzes. To use the website students must register on-line at the website listed below for your section. The online registration requires an access code.

**Please note that you must use your BroncoWeb student information to register on My Accounting Lab. That includes the name shown on BroncoWeb and your BSU Student ID number as your My Accounting Lab ID number. The correct information is required to process your grades.**

Pearson My Accounting Lab Websites:

10:40 – 12:55 SEC 002 WEBSITE: <http://www.myaccountinglab.com>  
Course ID XL0D-415R-801Y-9DC2

**OR**

1:40 – 2:55 SEC 004 WEBSITE: <http://www.myaccountinglab.com>  
Course ID XL0D-O12Y-101Y-0DC2

**USE ONLY THE CORRECT WEBSITE FOR YOUR SECTION**

### **My Accounting Lab Help**

A copy of detailed instructions for registering for My Accounting Lab is available in this classroom. There is also a phone-in help desk that is available to help with technology problems.

### **REGISTERING YOUR CLICKER**

During class CPS clicker technology (radio frequency) will be used in class for pre-chapter quizzes, in-class participation, and to provide feedback to the instructor during class lectures. To use this technology, students must register on-line at the website listed below. You will be required to bring your clicker to class each day.

Please note that you must use your BroncoWeb student information to register your clicker. That includes the name shown on BroncoWeb and your BSU Student ID number as your Clicker ID number. The correct information is required to process your grades.

**CPS Websites:**

10:40 – 11:55 SEC002 WEBSITE: <http://www.einstruction.com> Class Key: M48519H824

1:40 – 2:55 SEC004 WEBSITE: <http://www.einstruction.com> Class Key: J48520B457

**USE ONLY THE CORRECT CLASS KEY FOR YOUR SECTION.**

### **Clicker Help**

A copy of detailed instructions for activating your CPS clicker and joining the class is available on the website. Boise State uses CPSOnline.

## **HELPFUL RESOURCES FOR TECHNICAL INFORMATION:**

A PDF document of FAQ's has been posted to Blackboard. This resources provides helpful hints and technical support contact information for both My Accounting Lab and CPS clickers.

### **Working With CPS:**

Turn your clicker on when entering the classroom. Press Join and Send. This will search for the class roster. Leave the clicker on throughout the class period. Use the Alpha buttons and send to answer question during the lecture.

### **Working With My Accounting Lab:**

Use the help functions available in MYAccountingLab.

### **Student Support**

The Department of Accountancy has two levels of assistance available to help students with the coursework. Undergraduate Learning Assistants (ULAs) have been assigned responsibility for individual classes. ULAs are undergraduate accounting majors who have a solid understanding of basic accounting principles. The ULAs should be your first point of contact for assistance. The ULAs can provide assistance with homework and individual tutoring. ULAs do not have scheduled office hours. ULA names, availability and contact information is posted on Blackboard. ULA's will also be used for ULA Help points which are described later in this document.

The second level of assistance is Graduate Assistants (GAs). GAs have regularly scheduled tutor lab hours. The GAs are available Monday through Friday at regularly scheduled hours in room B 204. The hours are posted on Blackboard, in the accounting office B214 and outside B204. Students can meet with GAs on a drop-in basis. GA's can also give ULA Help Points.

## **STUDENT RESPONSIBILITIES:**

To succeed in an online setting the student must accept responsibility for the policies, procedures, requirements, and expectations of this technology driven course, including:

- Acquire text and completing on-line registration within the first week of class.
- Complete on-line work by due dates on My Accounting Lab course homepage.
- Contact the assigned Undergraduate Learning Assistants (ULA) via email with problems related to the class, chapter homework, etc. Due to the large size of the class, most emails to the instructor will be forwarded to the assigned student's ULA for a response. Of course serious personal, health or other problems should be directed to the instructor.

## **COURSE DESCRIPTION:**

The primary purpose of this course is to provide students with an understanding of the role of accounting information in making business and investment decisions. Since accounting is the "language of business," mastery of the terminology is an essential element of the course. The class is designed to promote critical thinking and problem solving skills within an accounting context.

## **DESIRED EDUCATIONAL OUTCOMES:**

Students should be able to:

- Describe how the accounting equation ( $A=L+E$ ) helps to understand, analyze, and communicate the effects of business transactions and events in the financial statements.
- Explain and apply basic valuation theories of assets.
- Identify the four basic financial statements and explain how the financial statements provide useful information to decision-makers.
- Understand the relationship between the four primary financial statements.
- Understand the difference between cash flow and accrual-basis income.
- Read and interpret basic financial statements and related financial information in order to make informed investing and/or lending decisions.

## **OUTCOME ASSESSMENT:**

Evaluation of the student's understanding of financial accounting will primarily involve homework, examinations, and computer-based projects using Excel, and class participation discussions. Examinations and homework will be used to evaluate written communications. Discussion of homework will be used to evaluate oral communication skills, and projects will be used to evaluate computer skills.

## **HOMEWORK, PROJECTS AND PARTICIPATION:**

Accounting is a very practical discipline so much of the learning process occurs when concepts are applied to examples. You are expected to attend and participate in class activities, and prepare homework assignments prior to class. Homework assignments will be prepared and graded on-line according to the schedule posted on My Accounting Lab class homepage. Within the scheduled time period, three homework attempts are available to allow the student to maximize homework points. Solutions are available online for all homework problems. NO credit will be given for late or missed homework assignments. Two projects are included in the assignments. These two projects are assigned as shown in the assignment schedule. The projects are comprehensive problems designed to measure student understanding of the basic accounting process. One is an excel based assignment and one is a MAL assignment.

Participation points will be earned through in-class activities including class participation,

exercises and practice quizzes. CPS clickers are used to capture in-class participation.

There will be a cumulative quickbooks project that will supplement chapter materials beginning after completion of chapter 5. Each part of that assignment will be distributed in class and posted on Blackboard.

### CHAPTER QUIZZES AND FINAL EXAMINATION:

At the end of each chapter or group of chapters, students will be required to take an on-line chapter quiz. The quizzes are algorithmic. The quizzes are timed and two attempts will be allowed. Students will be allowed to drop one quiz.

Students may use the textbook, class notes, a calculator, spreadsheets, and scratch paper during the quiz. **Students MAY NOT secure help from other people, collaborate with another student or individual(s) during the quiz, sign in under another student's name, or otherwise practice scholastic dishonesty.**

Any student with a grade of at least 80% on a quiz will automatically receive credit for the ULA help points of 25 points per quiz. A student with a quiz score of less than 80% will receive credit for the ULA help points by reviewing the quiz with a ULA within one week after the quiz.

The final exam is a comprehensive manual exam. Everyone is required to take the final exam. **YOU WILL BE REQUIRED TO SHOW A VALID PHOTO I.D. WHEN TURNING IN THE FINAL EXAM!** Valid IDs include Driver's License, Passport, or BSU ID Card. In order to pass the class your final exam score must be at least a "C-".

GRADING: The schedule of estimated total points available is as follows:

|                           |             |
|---------------------------|-------------|
| Homework                  | 425         |
| Projects (2)              | 180         |
| Participation Points      | 425         |
| Quick Books Project       | 90          |
| Chapter Quizzes           | 960         |
| ULA Help Points @ 25/quiz | 150         |
| Final Exam                | <u>610</u>  |
| TOTAL POINTS:             | <u>2840</u> |
|                           |             |

|   |  |
|---|--|
| <p>Grading Scale: A+ is 97-100% of total points<br/> A is 93-96% of total points<br/> A- is 90-92% of total points<br/> B+ is 87-89% of total points<br/> B is 83-86% of total points<br/> B- is 80-82% of total points<br/> C+ is 77-79% of total points<br/> C is 73-76% of total points<br/> C- is 70-72% of total points<br/> D+ is 67-69% of total points<br/> D is 63-66% of total points<br/> D- is 60-62% of total points<br/> F is less than 60%</p> |  |
|---|--|

The instructor reserves the right to add or delete problems on this syllabus

**IMPORTANT DATES TO REMEMBER:**

Last Day to add a class or drop without a "W" and receive a refund (less processing fee) is Friday, September 4, 2009; last day to drop (with a "W") is Friday October 2, 2009.

**CHEATING OR PLAGERISM v. COLLABORATIVE LEARNING**

You are encouraged to study with other students outside of class – cooperative study can be an aid to learning. You may share ideas, work on homework and projects together, solicit help, and confer with tutors and others. As stated previously with regard to chapter quizzes, “Students may use the textbook, class notes, a calculator, spreadsheets, and scratch paper during the quiz. Students **MAY NOT** secure help from other people, collaborate with another student or individual(s) during the quiz, sign in under another student’s name, or otherwise practice scholastic dishonesty.”

Business students are preparing to accept professional responsibilities after graduation. A very important part of that professional responsibility is honesty and trustworthiness. In order to develop these traits you should make it a priority to identify ethical dilemmas and resolve them ethically. For many students, the decision to cheat in their classes is their first professional ethical situation.

The Boise State University Student Code of Conduct <http://www2.boisestate.edu/studentconduct> provides that any instance of dishonesty in this class will result in a failing grade for THAT ASSIGNMENT.

### TENTATIVE DAILY SCHEDULE

| DATE       | CHAP    | TOPIC                       | Projects<br>DUE DATES<br>(Tuesday) | Homework<br>DUE DATES<br>(Thursday)      | Quizzes<br>DUE DATES<br>(Sunday) |
|------------|---------|-----------------------------|------------------------------------|--|----------------------------------|
| Tu Aug 25  | Intro   | Syllabus & Overview         |                                    |  |                                  |
| Th Aug 27  | Intro   | Tech Demo                   |                                    |  |                                  |
| Tu Sept 1  | One     | The Financial Statements    |                                    | (first assignment is due-Tuesday Sept 1) |                                  |
| Th Sept 3  | One     | The Financial Statements    |                                    | Chap 1                                   |                                  |
| Tu Sept 8  | One     | The Financial Statements    |                                    |  |                                  |
| Th Sept 10 | Handout | Accounting for Accruals     |                                    | Chap 1                                   | Chapter 1 Quiz Sept 13           |
| Tu Sept 15 | Handout | Accounting for Accruals     | Excel Project-part 1               |  |                                  |
| Th Sept 17 | Handout | Accounting for Deferrals    |                                    |  |                                  |
| Tu Sept 22 | Handout | Accounting for Deferrals    | Excel Project-part 2               |  |                                  |
| Th Sept 24 | Two     | Transaction Analysis        |                                    | Chap 2                                   | Accruals Deferrals Quiz Sept 27  |
| Tu Sept 29 | Two     | Transaction Analysis        |                                    |  |                                  |
| Th Oct 1   | Three   | Accrual Accounting & Income |                                    | Chap 2                                   |                                  |
| Tu Oct 6   | Three   | Accrual Accounting & Income | Accounting Cycle Project 1         |  |                                  |
| Th Oct 8   | Three   | Accrual Accounting & Income |                                    |  |                                  |

|           |        |                                      |                            |         |                           |
|-----------|--------|--------------------------------------|----------------------------|---------|---------------------------|
| Tu Oct 13 | Four   | Internal Control & Cash              |                            |         |                           |
| Th Oct 15 | Four   | Internal Control & Cash              |                            | Chap 4  | Chapter 2 & 3 Quiz Oct 18 |
| Tu Oct 20 | Five   | Short Term Investments & Receivables | Accounting Cycle Project 2 |         |                           |
| Th Oct 22 | Five   | Short Term Investments & Receivables |                            | Chap 5  | Chapter 4 & 5 Quiz Oct 25 |
| Tu Oct 27 | Six    | Inventory & Cost of Goods Sold       | Quickbooks Demonstration   |         |                           |
| Th Oct 29 | Six    | Inventory & Cost of Goods Sold       |                            | Chap 6  |                           |
| Tu Nov 3  | Six    | Inventory & Cost of Goods Sold       | Quickbooks #1<br>Nov 3     |         |                           |
| Th Nov 5  | Six    | Inventory & Cost of Goods Sold       |                            | Chap 6  | Chapter 6 Quiz Nov 8      |
| Tu Nov 10 | Seven  | Plant Assets & Intangibles           |                            |         |                           |
| Th Nov 12 | Seven  | Plant Assets & Intangibles           |                            | Chap 7  |                           |
| Tu Nov 17 | Eight  | Liabilities                          | Quickbooks # 2<br>Nov 17   |         |                           |
| Th Nov 19 |        | Professional Day                     |                            | Chap 8  | Chapters 7& 8 Quiz Nov 22 |
| Nov 23-27 | **     | ** THANKSGIVING **                   |                            |         |                           |
| Tu Dec 1  | Twelve | Statement of Cash Flows              |                            |         |                           |
| Th Dec 3  | Twelve | Statement of Cash Flows              |                            | Chap 12 |                           |

|                 |               |                         |                             |                                    |  |
|-----------------|---------------|-------------------------|-----------------------------|------------------------------------|--|
| Tu Dec 8        |               |                         | Quickbooks #3<br>December 8 | Practice Final<br>Exam<br>In Class |  |
| Th Dec 10       | Twelve        | Statement of Cash Flows |                             | Chap 12                            |  |
| TU Dec 15<br>TH | Final<br>Exam | Sec 002<br>Sec 004      |                             | 10:30-12:30<br>1:00-3:00           |  |