Syllabus
AC 205-INTRODUCTION TO FINANCIAL ACCOUNTING
Section 002 12:00 PM – 1:15 PM
Spring Semester 2016

Class Time:  Tues & Thurs 12:00 PM - 1:15 PM
Instructor:  Fred Christensen  Telephone:  426-1472  Office:  MEB 3105
Office Hours:  T TH 9:00 – 10:15 AM; 1:30 – 3:00 PM, or by appointment
Email:  fchriste@boisestate.edu

Graduate Assistants (GAs): Room MEB-2301

DEPT. WEBSITE:  http://cobe.boisestate.edu/accountancy

CO-REQUISITES:  ITM 104 (Word 2010) and ITM 105 (Excel 2010) or satisfactory score on COBE Computer Placement Exam. See details at:

http://cobe.boisestate.edu/itscm/cobe-computer-placement-exam

IMPORTANT DATES TO REMEMBER:
Last Day to add a class or drop without a "W" is Monday, January 25, 2016.  (January 25 is the last day to get a full refund if you drop the class).  The last day to drop (with a "W") is Friday, March 18, 2016.

REQUIRED TEXTS AND ENROLLMENT IN MAL:


There are several options for textbooks.  The instructor posted a PDF summary of the textbook options on Blackboard>Course Documents> Textbook Information.  The key to your textbook decision is making sure that you have an access code for MyAccountingLab (MAL).

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.
**EDUCATIONAL OUTCOMES:**

Students should be able to understand Accounting including:

- 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.
- Understand the relationship between the four primary financial statements and explain how the financial statements provide useful information to decision-makers.
- 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.
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.
- Due to the large size of the class, most emails to the instructor will be forwarded to the class ULA or GAs for a response. Of course serious personal, health or other problems should be directed to the instructor.
- Cell phones are to be turned off during class – no texting please. It is distracting to others around you. If you need to take or make phone call, please leave class.
- Surfing the web – I realize the temptation can be great. However, please be considerate of others, if you want to surf excuse yourself and leave the classroom.

REMINDER OF BOISE STATE’S STATEMENT OF SHARED VALUES

All members of the campus community are expected to adhere to Boise State’s Statement of Shared Values. The common values are Academic Excellence, Caring, Citizenship, Fairness, Respect, Responsibility, and Trustworthiness.

Go to https://deanofstudents.boisestate.edu/statement-of-shared-values/

IDENTIFYING WHO YOU ARE??

Each semester several students in each class have problems getting their final grades. The reason is that the name they have in the MyAccountingLab software is different from the name that is on their BroncoWeb grade account. This can happen for several reasons:

1) You use a nickname or shortened version of your name in MyAccounting Lab while a different name appears in BroncoWeb. For Example: you register as Bill Jenkins in MAL while your name on BroncoWeb is William Jenkins.

2) You recently changed your name or you are a foreign student with multiple names. Please use the name that shows up on your BroncoWeb account – to register in MAL - even if you prefer to be called by a different name. For example, if you were recently married or as a foreign student you take on an American name or have tribal and family names. (In this is the case also send me an email with both sets of names.)

3) Finally, please put the name that appears on BroncoWeb and in MAL on all the assignments and projects that you turn-in for grading.
REGISTERING FOR MyAccountingLab

MyAccountingLab is the website which will be used to deliver all homework assignments, the accounting cycle project and end of chapter quizzes. To use the website students must register online at http://www.pearsonmylabandmastering.com/northamerica/myaccountinglab/

On the right hand side of the screen you will see the Sign-in options:

The instructor will hand out the instructions for registering in MAL the first day of class. To register you need to use the Instructor’s Course ID which is highlighted by the arrows on the instruction page.

Please do not help out a friend by giving them the registration information – if they register in the wrong class section it will cost them $$$ because they will need to purchase a new access code to register in the correct class section.

Tell your friends “Go to class and ask the Instructor for the Instructors Course ID information for their class!!”

MAL TEMPORARY ACCESS

MAL allows students to have a “temporary access.” period. In my courses, the temporary access period ends on Monday February 1 (irregardless of when you activate MAL). After February 1 you will not be allowed to enroll in MAL. So either purchase the MAL access by February 1 or Drop the Class!!
**USING THE COURSE MANAGEMENT FEATURES OF MAL**

Students who are used to using Blackboard will find that using the course management features of MAL to be very similar. Grades for Homework, Practice Quizzes, Projects, ULA points, Chapter Quizzes will be tracked in My Accounting Lab (MAL). To see your grades click on Grades on the left hand column of the homepage.

Course documents will be posted under Document Sharing on the left hand column of the homepage. Project and ULA points will be posted to My Accounting Lab on a regular basis. Please check your grades regularly. There is a **10 day statute of limitations** on contacting course personnel to errors or grade omissions.

**HOMEWORK AND PROJECTS**

Accounting is a 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. Homework assignments will be prepared and graded on-line according to the schedule posted on the MyAccountingLab 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. **If a student missed the original deadline, the homework assignment may be turned in by the following Saturday for 50% credit on the questions and problems not completed by the original due date.**

Two projects are included in the assignments. These projects are comprehensive problems designed to facilitate student understanding of the basic accounting process. One is an Excel based assignment that will be completed early in the class. The Excel Project will be posted on MAL under My Course Documents. The other assignment will be a cumulative Accounting Cycle Project that will supplement chapter materials beginning after completion of chapter 5. It will involve using a simple accounting software package to record transactions for a business for three months. Each part of that assignment will be posted on MAL under My Course Documents.

**CHAPTER PRACTICE QUIZZES:**

The week before each chapter Quiz an online “Practice Quiz” will be available. It will be open until the following Friday evening. The Practice Quizzes are worth 45 points and are treated as a homework assignment. Multiple attempts are allowed on a Practice Quiz. The objective of the Practice Quiz is to help prepare you for the Chapter quiz. The questions and problems are similar (not identical) to the questions and problems you will find on the Chapter Quiz.

**CHAPTER QUizzes:**

At the end of each chapter or group of chapters, students will be required to take on-line Chapter Quizzes on MAL. Each Chapter Quiz is worth 120 points. The quizzes are timed and only one attempt will be allowed. The quizzes are algorithmic meaning the order of the problems and the numbers in the problems are changed for each student taking the quiz. **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.**
ULA POINTS:

Any student with a grade of at least 70% on a quiz will automatically receive credit for the ULA Help points of 20 points per quiz. A student with a quiz score of less than 70% will receive credit for the ULA help points by reviewing the quiz with the ULA or GA within two weeks after the quiz. Even if you decide to drop a quiz by not taking it, you must visit with a ULA or GA to get the points.

FINAL EXAMINATION:

The final exam is a comprehensive in-class. It counts approximately 25% of the total class grade. Everyone is required to take the final exam.

The Final Exam for ACCT 205 Section 002, the 12:00 PM class, is scheduled for Tuesday May 3, 2016 from 12:30 PM – 2:30 PM. Students must take the final exam at their regularly scheduled time.

Student Support (Times to be Announced)

The Department of Accountancy provides assistance to help students with the coursework. The class has a number of Graduate Assistants (GAs) who provide help in a Tutor Lab. The GAs are available during regularly scheduled lab times in room MBEB 2301. This is directly above the Skaggs Auditorium (where class is held) on the second floor. Students can meet with GAs on a drop-in basis. The hours for the GAs will be posted on MAL under Document Sharing and outside B2301.

GRADING: The schedule of estimated total points:

<table>
<thead>
<tr>
<th>Homework (720 Points) + Chapter Practice Quizzes (270)</th>
<th>990</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excel Project</td>
<td>90</td>
</tr>
<tr>
<td>Double Entry Accounting Cycle Projects</td>
<td>180</td>
</tr>
<tr>
<td>Chapter Quizzes (6 @ 120 points = 720 less quiz dropped-120)</td>
<td>600</td>
</tr>
<tr>
<td>ULA Help Points 6 @ 20/quiz</td>
<td>120</td>
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<tr>
<td>Final Exam</td>
<td>660</td>
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<tr>
<td>TOTAL POINTS:</td>
<td>2,640</td>
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<tr>
<td>Grading Scale</td>
<td>Percentage Range</td>
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<tr>
<td>---------------</td>
<td>------------------</td>
</tr>
<tr>
<td>A+</td>
<td>97-100% of total points</td>
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<tr>
<td>A</td>
<td>93-96% of total points</td>
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<tr>
<td>A-</td>
<td>90-92% of total points</td>
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<tr>
<td>B+</td>
<td>87-89% of total points</td>
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<tr>
<td>B</td>
<td>83-86% of total points</td>
</tr>
<tr>
<td>B-</td>
<td>80-82% of total points</td>
</tr>
<tr>
<td>C+</td>
<td>77-79% of total points</td>
</tr>
<tr>
<td>C</td>
<td>73-76% of total points</td>
</tr>
<tr>
<td>C-</td>
<td>70-72% of total points</td>
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<tr>
<td>D+</td>
<td>67-69% of total points</td>
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<tr>
<td>D</td>
<td>63-66% of total points</td>
</tr>
<tr>
<td>D-</td>
<td>60-62% of total points</td>
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<tr>
<td>F</td>
<td>less than 60%</td>
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</tbody>
</table>

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.

The instructor reserves the right to change assignment due dates, add or delete problems on the class syllabus.
CHEATING OR PLAGERISM vs. COLLABORATIVE LEARNING:

The Boise State University Student Code of Conduct http://www2.boisestate.edu/studentconduct provides guidance on what constitutes academic dishonesty.

Student Code of Conduct, Article 4 – Proscribed Conduct

Section 1—Academic Dishonesty

A violation may include cheating, plagiarism, or other forms of academic dishonesty. All assignments submitted by a student must represent her/his own ideas, concepts, and current understanding or must cite the original source. Academic dishonesty includes assisting a student to cheat, plagiarize, or commit any act of academic dishonesty. Attempts to violate academic integrity do not have to be successful to be considered academic dishonesty. Academic dishonesty includes turning in substantial portions of the same academic work to more than one course without the prior permission of the faculty members.

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.

Group Projects: On projects you may work in groups of 3 or less. Collaborative learning stops and academic dishonesty begins when group members do not participate in working with the group, or the group shares its work with other students.

Chapter Quizzes: 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 academic dishonesty.”

Development of COBE Core Curriculum Concepts, Methods, and Skills:

5.1 Resolve issues related to Individual Responsibility (Business Ethics)

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.

Consequences for Academic Dishonesty:

The Boise State University Student Code of Conduct STATES that any instance of dishonesty in this class will result in a failing grade for THAT ASSIGNMENT and that repeat instances of academic dishonesty may result in a FAILING GRADE for the class. Any instance of dishonesty in this class will result in a failing grade for that assignment. This includes copying the homework assignments of another student. One warning will be given and then the student will be reported to the Dean of Students.

CHEATING ON A QUIZ OR THE FINAL EXAM THOUGH, WILL BE IMMEDIATELY REPORTED TO THE DEAN OF STUDENTS.