

ACCT 2101 - PRINCIPLES OF ACCOUNTING I

Expanded Course Outline

Fall 2018 – online

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Office Hrs: Monday and Wednesday 2:00 pm – 5:00 pm and Tuesday 9:00 am – 12:00 pm and by appointment. I will generally respond within 24 hours Monday-Friday to determine a mutually agreeable meeting time. You are welcome to “drop-in” when I am in my office.

Additional Contact Information:

- Please send all emails to my UWG account, alisonh@westga.edu. I will generally respond within 24 hours.
- When calling, try my office first, (678) 839-5248 and leave a message if I do not answer. Then you are welcome to text me at (205) 514-9553. Generally, I will not respond after 8:00 p.m.
- I will send announcements to the class via official UWG email and in CourseDen. The policy of the University of West Georgia is that each student is responsible for checking her/his my.westga.edu e-mail account on a regular basis. Check to be sure that your account has not exceeded its quota and can receive new messages.

Catalog Description:

Basic structure of accounting; accounting cycle for a service and a merchandising concern; notes, deferrals, and accruals; receivables; inventory, and plant assets; accounting systems and concepts; liabilities; equities; and investments.

Required Background or Experience:

- Prerequisites: G.P.A. of 2.0
- General Education (Core) Contribution:

Expected Outcomes:

The overall objective for this course is for you to learn about accounting as an information development and communication function that supports economic decision making. To this end, upon completion of the course you should:

- have a broad view of accounting's role in satisfying society's need for information and its function in business, in government, in other organizations, and in public accounting. (LG5)
- gain an overview of the accounting profession, encompassing its history, its ethics, its public responsibilities, and its international dimensions as well as an appreciation of the role of auditing in enhancing the credibility of publicly reported information. (LG5)

- understand the basic features of accounting and reporting by organizations, including the principles underlying the integrity and effectiveness of accounting information systems. (LG4, LG5, LG7)
- understand fundamental accounting concepts in addition to the elements of financial statements. These concepts include accountability, estimation, accounting judgment, the qualitative characteristics of accounting information, choice in accounting measurement, and the ethics of reporting. (LG5, LG7, LG8)
- understand that some accounting systems are more effective than others in given circumstances and that the decision usefulness of information produced by an accounting system depends on its design and choices among information capturing, analysis, and reporting options. (LG4, LG7)
- gain an appreciation that the accounting discipline is the focus of constructive debate and intensive rethinking caused by economic and technological change, and will continue to evolve in the future. (LG4, LG5)
- gain an appreciation of ethical issues through the coverage of ethics problems in the text. (LG5)

Text and References:

Text: Financial Accounting for Undergraduates, Wallace, Nelson, Christensen, & Ferris, Cambridge Business Publishers, 3rd Edition (ISBN # 9781618531612) (Required)

You are also required to purchase access to Cambridge's online content. Section specific registration instructions will be posted in a separate document.

Instructions to start your account will be posted along with the orientation file. Exams 1 and 3 as well as chapter homework will be conducted on this site.

Access to online content is included in the purchase price for textbooks purchased at the University book store. If you purchase elsewhere, be sure you are getting all that you need.

Special or Unique Student Materials:

- Scantrons for live exams will be furnished by the department.
- Non-smudge eraser
- Basic function calculator. Note: Only basic function calculators are allowed for examinations.

Special or Unique University Facilities:

Class conducted on Course Den.

Expanded Description of the Course and Instructional Methods:

- Description of the Course: The first course in accounting is very important to all who take it, whether they plan to become professional accountants or to use accounting information in non-accounting careers. We hope the course meets your educational needs, engenders accurate perception of the broad role of accounting in modern economies, and assists you in making well-informed career choices.
- Instructional Methods:
- Online – On Course Den, students will have access to PowerPoint presentations, iPod content, Excel templates and flash cards for each chapter. In addition, the instructor will supplement this with notes on each chapter, and conduct specific chats and discussions. Quizzes for each chapter will be completed online, and students will be required to complete exercises and problems for each chapter as specified by the instructor.

Methods of Evaluating Outcomes:

Evaluation Tools:

- Your overall grade is based on homework and four exams. Weights are shown below. All homework will be done online at the textbook website.
 - Online Exam 1 10%
 - Mid-term (Exam 2) 30%
 - Online Exam 3 10%
 - Homework average 20%
 - Final Exam 30%
 - Total 100%

A = 90% or above; B = 80%-90%; C = 70%-80%; D = 60%-70%; F = below 60%
- NOTE: The exams for ACCT 2101 are "standardized". The examinations are designed to measure the achievement of the Expected Learning Outcomes, cited in Expected Outcomes above.
- MISSED EXAMS: Anyone unable to attend an exam should, if possible, contact the instructor prior to the exam. Persons missing an exam will take a makeup exam during exam week if the absence is excused by the Instructor.
- Learning Domains:
- Cognitive (Knowledge, comprehension, analysis, and evaluation.)
 - Affective (Receiving, responding, and characterization.)
 - Psychomotor (Perception, guided response, and origination.)

Other Information:

- RIGHTS AND RESPONSIBILITIES: The document at this link contains important information pertaining to your rights and responsibilities in this class. Please review it carefully at [Common Language for Course Syllabi](http://www.westga.edu/assetsDept/vpaa/Common_Language_for_Course_Syllabi) (http://www.westga.edu/assetsDept/vpaa/Common_Language_for_Course_Sylla.pdf)
- SCHEDULE: The instructor will send you a weekly schedule detailing what is expected from you for each chapter.
- TIME COMMITMENT: This is a course that requires at least 8 hours a week as an online class. This is only a suggested minimum; most will need to spend significantly more than this estimated time per week.
- READING ASSIGNMENTS: Reading assignments are extremely important for success in this course. Each assignment should be read at least twice. If you have never done this, you will be surprised at how much clearer concepts become with an additional reading (or readings). You also may wish to do an outline or make study notes during your second reading.
- ASSIGNMENTS: This consists of textbook problems assigned for each chapter. Completion and understanding of the assignments is very important for success in the course.
- ADDITIONAL HELP: You are urged to make use of your instructor's office hours. These hours are set aside for your benefit and you are welcome to come in at any time during these posted hours. If you are unable to get to the office during the posted hours, see your instructor for an appointment.

- **CAMPUS CARRY AT UWG:** Information concerning Georgia House Bill 280 may be found at [Campus Carry \(https://www.westga.edu/police/campus-carry.php\)](https://www.westga.edu/police/campus-carry.php)

Instructions for Examinations

Materials needed for the examination:

- Scantron furnished (Do not bend)
- Number 2 pencils (Pens may be used in addition to the pencils, but the pencils are needed for filling out the scantron form.) Non-smudge eraser (Before coming to the exam, test the eraser to be sure that it erases cleanly without smudges.)
- Basic function calculator (Basic functions are add, subtract, divide, multiply, square root, and percent. MC, MR, M+ and M - are okay also.) **CALCULATORS WITH MORE THAN THE BASIC FUNCTIONS ARE NOT ALLOWED.**

Examination Procedures:

- Only the above-mentioned materials and the examination copy are on the desktop. Scratch paper is not used. Calculations and notations are written on the exam. **Examination Copies Are Not Taken from the Room.**
- Cell phones are turned off prior to entering the classroom.
- Exams are handed out face down. Exams are turned over when the instructor says to do so. (Everyone will start at the same time.)
- When the instructor says to do so, the exam is turned over and:
 - The number that is in the upper right-hand corner of your exam is written on the scantron form just above the space for the name.
 - Your name is written on the scantron form and on the front page of the examination.
- Calculators are not shared during the examination.
- Students are responsible for turning in a scantron form free of smudge marks. No credit will be given for correct answers that are marked as incorrect because of smudge marks as a result of changed answers.
- The answers marked on the scantron form are the ones graded. No credit will be given for answers marked correctly on the examination copy which are marked incorrectly on the scantron form.
- Reminder: Budget your time.

MY.WESTGA.EDU

The policy of the University of West Georgia is that each student is responsible for checking his/her my.westga.edu e-mail account on a regular basis.

EXTRA CREDIT

There is no extra credit in this course beyond that explicitly stated in the course syllabus.

WORK FROM OTHER COURSES

Work submitted for credit in other courses will not be accepted for credit in this course.

ACCT 2101 Tentative Schedule

Week Ending:

August 24 Chapter 1

August 31 Chapter 2

September 7 Chapter 3

on September 12 **Exam 1:** Chapters 1, 2, & 3—Online; Instructions will be provided

September 21 Chapter 4

September 28 Chapter 5

October 12 Chapter 6 (Last day to withdraw with a grade of W)

on October 17 **Mid-term Exam:** Chapters 1 through 6—Adamson Hall 117; 7 pm

October 26 Chapter 7

November 2 Chapter 8

November 9 Chapter 9

on November 14 **Exam 3:** Chapters 7, 8, & 9— Online; Instructions will be provided

November 30 Chapter 10

December 7 Chapter 11, Handout / video on Statement of Cash Flows

December 12 **Final Exam:** All material since mid-term; Adamson Hall 117, 7 pm

Homework Due Dates

Chapter 1 August 26

Chapter 2 September 2

Chapter 3 September 9

Chapter 4 September 23

Chapter 5 September 30

Chapter 6 October 14

Chapter 7 October 28

Chapter 8 November 4

Chapter 9 November 11

Chapter 10 December 2

Chapter 11 December 9