

INTRODUCTION & SYLLABUS

THIS SYLLABUS IS PREPARED AND DESIGNED TO BE USED AS AN INTRODUCTION FOR THE COURSE. YOUR UNDERSTANDING OF ITS CONTENTS IS EXTREMELY IMPORTANT AND THEREFORE EACH STUDENT'S RESPONSIBILITY.

FINANCIAL ACCOUNTING (ACCT. 1A) - CLASSROOM

BUSINESS SCIENCE DIVISION - SADDLEBACK COLLEGE

(Updated 01/11/2009)

Instructor: Majid Karimi	Term/Semester: Spring 2009
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Office:	Ticket #: 17105
<u>Office Hours</u> : by appointment only	Days: Monday & Wednesday Time: 7:00 – 9:20PM Location: BGS 252

COURSE DESCRIPTION

The study of accounting as an information system using a double-entry accounting method. The financial accounting cycle includes journalizing and posting, as well as the study of financial statements, merchandising operations, manual and electronic accounting systems, cash and short-term investments, receivables and notes, inventories, plant assets and depreciation, current liabilities, notes payable and payroll, financial statement disclosures, long-term liabilities, partnerships, corporations, stockholder's equity, earnings, dividends, and investments in stock.

COURSE OBJECTIVES

(Upon completion of this course, the student will be able to)

1. Describe the basic financial accounting concepts and principles.
2. Describe accounting systems for service and merchandising enterprises.
3. Describe accounting concepts and principles for corporations.
4. Describe financial accounting concepts and principles for analyzing business operations.

STUDENT RESOURCES REQUIRED (textbook, etc.)

Financial & Managerial Accounting-2007: Saddleback College Custom Book “**Package**” (including Homework Manager+ with access code, Circuit City Annual Report, and e-Book), by John Wild & Barbara Chiappetta, 2nd edition, McGraw-Hill/Irwin Publishing Company, ISBN 007-8156629 **(also used in Managerial Accounting – Accounting 1B)**

The textbook “**Package**” with the ISBN listed above is only available through the Saddleback College Bookstore at: <http://www.bkstr.com/CategoryDisplay/10001-9604-10239-1?demoKey=d>

Or the Publisher website at: <http://ebooks.primisonline.com/Wild2Edition/index.html>

This is the required textbook “Package” for the class, and nothing else is acceptable. Earlier or previously purchased/used access codes will not work, purchase *new* materials. PURCHASE YOUR NEW TEXTBOOK MATERIALS IMMEDIATELY.

ACCESS TO HOMEWORK MANAGER+

Please use the URL link below to log in, and bookmark this site for future reference.

<http://mh2.brownstone.net/classes/acct1akarimi/>

To create a student account, follow these directions:

- 1) Click on the "Register as a Student" link on the student menu found on your course homepage.
- 2) Enter the 20 digit code in the boxes on the Student Registration page, and click the next button
- 3) Note: The code is case sensitive; please enter the codes in upper case letters.
- 4) Fill out the register form that appears and click the "O.K." button.
- 5) Click the "Yes" button to confirm your account.

You can only do one thing at a time. You cannot view past results while you are in the process of taking an assignment. You cannot take two graded assignments at the same time.

When trying to print an assignment use the browser's Print Preview and Page Setup options to get the best output possible. You should switch from portrait to landscape, and should extend the margins as far as possible.

Use the "Next", "Back", "Jump To", and "Save my work" buttons periodically to save and avoid timing out. If there is no activity within 60 minutes, Homework Manager will automatically log out your session.

If you wish to work on your assignment at a later time, you can click "Quit and Save" without grading it. Remember, you can only work on one open, ungraded assignment at one time.

Don't copy and paste, this might enter illegal characters in your homework and prevent you from getting a grade.

Remember, **Homework Manager** is the tool necessary to complete your homework **Exercises and Problems**. It is wise that the same login/username, password and college email address used to access the **Homework Manager**. After students have registered for Homework Manager, students must follow the login procedures to access and complete the **Exercises and Problems**.

ACCESS TO YOUR E-BOOK

Logon & follow the instructions at: www.mhhe.com/wild for your e-Book registration and use.

POLICIES, PROCEDURES, TASKS, DUTIES, ASSIGNMENTS, PROJECTS, REQUIREMENTS, METHODOLOGIES, OBLIGATIONS AND RESPONSIBILITIES

This course, Financial Accounting – Acct. 1A, will cover chapters **1 thru 13** in your textbook.

In order to be aware of all study lessons, homework assignments, exams, projects and other coursework; it is each student's responsibility to **attend all classes**.

The **Course & Lectures** will be extremely valuable, useful and helpful in understanding what is important, meaningful and covered in class as well as what will be on the exams.

Grading is based on a traditional 90, 80, 70, 60% scale, I **do not** grade on a curve. (See below)

A high degree of motivation, desire, time and hard work will be expected; one's success and hence **your grade in the class will reflect your overall effort**.

Exercises and Problems, from your textbook, are assigned as homework. For each chapter, complete these assignments using **Homework Manager+**, these assignments expose students to Excel spreadsheet applications as well as the entire accounting cycle.

ALL homework assignments and other work to prepare for this course will be found within this document including the list of homework assignments at the end of this syllabus. **Homework Manager+** is the online system used in completing the **Exercises & Problems**.

When using **Homework Manager**, students are required to **close** an active chapter before the system will allow a second one to be opened and attempted. In other words, students cannot work on more than one chapter at a time. Therefore, **close** any chapter that is open before trying to open a different chapter.

Before the term/semester ends, the **Homework Manager+** assignments (**Exercises & Problems**) must be **completed and accurate to earn all points possible**. However, it is strongly recommended that these assignments are completed and finished on a regular basis in order to prepare students for the regular examinations. In addition, the **Exercises & Problems**, using **Homework Manager+** are reworkable until they are correct.

Once an exam has started, in progress, or ended; **no make-up test** will be permitted unless students notify the instructor as to their nonattendance beforehand. Therefore, **notification is required before the exam starts in order to be allowed to take a make-up test. NO EXCEPTIONS WILL BE MADE CONCERNING THIS POLICY**. Be advised, approximately 63% of a student's grade in the course is based on exam points/scores.

Questions on all **exams** consist of objective **multiple-choice problems**. These questions reflect the material and work covered in class as well as various exercises and problems completed using Homework Manager+. The **final exam** will concentrate on chapters covered following the preceding chapter(s) exam. It is important to understand there is **no traditional mid-term or comprehensive final exam**.

Students who travel or are away at any point during the term are still responsible for carrying out and submitting homework assignments, completing exams and projects in the time required

and within the scheduled completion time. **NO EXCEPTIONS WILL BE MADE CONCERNING THIS POLICY.**

Students will form small **teams/groups** with the objective of each group preparing a written analysis and evaluation of a publicly traded corporation (assigned by your instructor). This project will be assigned sometime after the halfway point in the class. The presentation will require internet-based research.

Grading on the **team/group project** will be both qualitative and quantitative. The group grade earned for the team assignment will be the grade assigned to each student within the group. Students will receive project credit only if they participate with the others in their team/group.

Each **team/group** will be required to prepare and write a paper by accessing the Internet and completing research on the company the team is delegated. Each team's written paper will present, describe and explain each of the following four topics, as they pertain to the company's business operations and practices:

1. History & background
2. Products & services
3. Ethical position and practices
4. Technology applications within the firm

Teams/groups will consist of four members; each member of the team will be required to select and write on one of the above four topics. There is no minimum or maximum regarding the length of the paper, however use common sense and good judgment. Papers submitted should "appear" as though one individual wrote it, same type style, font size, and margins, etc. The due date for this assignment will be announced in the future. On or before the due date, teams will be required to submit their work as an e-mail attachment. Be sure and include the ticket # of the class in the subject field of your e-mail.

When the team/group project is assigned; and you have made several attempts at contacting the other team members and one or more doesn't respond, continue the project only with the active members of the group. For example, if there are only three active members of the team remaining, the group is only responsible for three project topics. It is up to the remaining members to choose which of these topics to select.

Specific preparation and **due dates** for every study lesson, homework assignment, test, project and any other coursework is attached, any changes to this schedule will be announced in the future, as the course progresses.

Students are required to record and maintain their own exam, assignment, and project points/scores.

Every student is required to use their **Saddleback College email address** to send and receive all correspondence for the class. When e-mailing your instructor, include the words **ACCT 1A and class ticket #** as part of your subject field. If you choose to use your personal e-mail address to receive messages you must link/connect to your Saddleback College e-mail address. This can be accomplished by going to the "MySite" link: <https://www1.socccd.cc.ca.us/portal/> on the Saddleback home page and completing the following steps:

1. Enter: Login name & password;
2. Click: Email;

3. Click: Web Email;
4. Enter: Username and password;
5. Click: Options;
6. Click: Settings;
7. Enter: Your existing/personal email address in the "Mail Forwarding" box;
8. Click: Save Changes;

Remember to include the words **ACCT 1A and class ticket #** as part of your subject field of your e-mail when corresponding with your instructor.

Your instructor assumes **every individual** enrolled in the course possesses strong or advanced computer/internet experience or has completed a web/internet based college level course. In addition, one should own and have unlimited access to a modern P.C or notebook/laptop computer system. Students' use of available technology located in any college computer lab is acceptable.

You will be expected to read the chapter material and complete all chapter assignments when required to do so. Non-completion of any or all homework assignments, exams or projects will be sufficient grounds for being **DROPPED** from the course.

Anyone caught cheating, breaking the rules, or engaging in plagiarism will be **DROPPED** from the class.

During the term please feel free to **contact me** with your inquires concerning; subject matter, course content, lecture/discussion issues, or topic area questions in the class.

Please print this syllabus and keep for your record, **this document discloses** and explains everything you are responsible for in the course.

In general, there are **NO opportunities for extra credit** in the class. Your instructor does not believe in assigning extra credit. My philosophy is straightforward; students should devote their time, effort and energy completing the assignments **required** for the course.

Finally, as a reminder, it is **each student's responsibility** to attend every class session; to be aware of **all** material covered, subject matter presented, study lessons mandated, homework required, exams scheduled, projects assigned or other important coursework.

Free tutoring for students taking accounting courses is available through the Learning Assistance Program (LAP) located in the Library, room 114, and phone – (949) 582-4519.

Contact **McGraw-Hill Tech Support** at 1-800-331-5094 with technical problems or concerns regarding **Homework Manager** assignments.

Important Deadline dates:

January 23-----Last day to drop to receive refund
February 19-----Last day to apply for CR/NCR
February 19-----Last day to drop without a "W" grade
April 9----- Last day to drop with a "W" grade

IF YOU FAIL TO OFFICIALLY DROP and do not complete the course, YOU WILL RECEIVE AN "F" ON YOUR PERMANENT RECORD.

POINT DISTRIBUTION

CHAPTER QUIZZES, TEAM/GROUP PROJECT & HOMEWORK MANAGER+

<u>ACTIVITY</u>	<u>POINTS</u>
Chapter examinations, including final (4 exams, including Final)	630
Team/group project-History/Products/Ethics/Technology	100
Homework Manager+ (Exercises & Problems)	270
TOTAL	1,000

POINT ALLOCATION & GRADING SCALE

<u>Points</u>	<u>Grade</u>
900- 1000	(90% - 100%) = A
800 - 899	(80% - 89%) = B
700 - 799	(70% - 79%) = C
600 - 699	(60% - 69%) = D
0 - 599	(0% - 59%) = F

HOMEWORK ASSIGNMENTS

CHAPTER	EXERCISES	PROBLEMS
1	4, 5, 6, 7, 8, 13	4A, 6A, 7A
2	4, 6, 8, 9, 10, 11, 12, 16	1A, 2A, 3A (Req# 1& 3, req#2 offline) 5A (Req#1& 3)
3	1, 2, 4, 6	1A, 3A (Req#1 & 3 only, #2 is done), 5A
4	1, 2, 3, 6, 10	1A, 2A, 4A
5	1, 3	1A
6	5, 8, 9	3A, 4A
7	3, 8	1A, 3A, 5A
8	1, 2, 4, 8, 12, 16	1A, 6A
9	1, 6, 7	1A
10	1, 2, 4, 6, 7	1A, 2A
11	2, 3, 5, 6, 7, 10	2A, 3A, 4A
12	1, 6, 10	1A, 4A
13	7, 8, 9, 10, 11	4A

TICKET#17105		SEMESTER SCHEDULE		Spring 2009
DATE	CLASSROOM COVER CHAPTER	TEST – CHAPTERS	HOMEWORK SUGGESTED DUE	
01/12	1			
01/14	1			
01/21	2		Chapter 1	
01/26	2			
01/28	3		Chapter 2	
02/02	3			
02/04	Review for Test		Chapter 3	
02/09	Test	1, 2, 3		
02/11	4			
02/18	4			
02/23	5		Chapter 4	
02/25	5			
03/02	6		Chapter 5	
03/04	6			
03/09	Review for Test	Group Assignment	Chapter 6	
03/11	Test	4, 5, 6		
03/23	7			
03/25	7			
03/30	8		Chapter 7	
04/01	8			
04/06	9		Chapter 8	
04/08	9			
04/13	Review for Test		Chapter 9	
04/15	Test	7, 8, 9		
04/20	10			
04/22	10			
04/27	11		Chapter 10	
04/29	11, 12			
05/04	12		Chapter 11	
05/06	12, 13			
05/11	13		Chapter 12	
05/13	Review for Final	10, 11, 12, 13	Chapter 13	
05/18	FINAL EXAM, 7:30-9:30 PM, Monday, 05/18			

