

**Santa Rosa Junior College
Financial Accounting BAD1 Section 5342
Course Syllabus
Spring 2018**

Instructor: Bill Comings, MBA, MAFM
Office: 2822
Email: wcomings@santarosa.edu

Office Hours: Tuesday and Thursday 12:00 pm – 1:30 pm
Also by appointment

Required Materials

Textbook: Financial Accounting 9th edition, Libby, Libby, & Hodge

ISBN: 9781260063127

Homework Access Code (packaged with textbook) – this allows access to the text's online homework website – CONNECT

Link to college provided course outline:

https://portal.santarosa.edu/SRWeb/SR_CourseOutlines.aspx?mode=1&CVID=26051&Semester=20157

Course Description

This course introduces the student to the role of accounting in processing and reporting the effects of economic transactions. It examines financial accounting from both the user and the preparer perspectives. It teaches how information is processed and reported by the accounting information system as well as how this information is used by investors and creditors in making decisions. Economic transactions are analyzed by the type of business activity: operating, investing, or financing and their impact on cash flows and profitability for both service and merchandising concerns. Today, computers do much of the processing of accounting transactions so the focus of the course is on **understanding how to use the financial information to analyze and interpret the organization's financial performance.**

The ability to perform basic spreadsheet functions is highly recommended. The course objectives comply with the California Core Competency Model developed by the California Society of Certified Public Accountants' Committee on Accounting Education. This course will prepare the transfer degree and/or certificate student for business or accounting programs.

Methodology

The text Financial Accounting by Libby, Libby and Hodge, 9th edition, McGraw-Hill Publishing will be used. It is absolutely necessary that you read each chapter and complete the chapter's Learn Smart module by before the in-class lecture and that it be used as a reference to complete the homework assignments. PowerPoint slides are available for each chapter module. You can print these to use to take notes during class.

Class time will consist of lectures, practice problems, homework review, and group activities. This time is designed to review and expand on your understanding of the materials in the textbook. Students are expected to read the materials before coming to class and to complete the Learn Smart by midnight the day before the Chapter Discussion.

Attending classes, reading the text and notes, completing homework and the team project, and participation in class discussions all lead to developing essential skills and to learning the material *not just memorizing data and facts!* This course is important for anyone who will work in any type of organization and needs to make financial decisions. It is also important for your personal financial investment knowledge that you understand how the numbers reported in financial statements are prepared and interpreted so you can make informed investment decisions. .

Student Learning Outcomes:

1. Complete the steps in the accounting cycle and apply generally accepted accounting principles to determine how transactions are recorded and reported.
2. Analyze, record, summarize, and report the effects of transactions in financial accounting and interpret the accounting information for internal or external decision making purposes.
3. Use computer technology applications such as Word, Excel, and PowerPoint to complete assignments.
4. Demonstrate critical thinking skills, analytical ability, interpersonal and collaborative skills, and the ability to write business reports.

Homework

Each student is expected to complete all homework assigned through the McGraw Hill Connect Website. You should have an access code that came with you textbook for Connect. If you do not have an access code you will need to purchase one.

There are two graded homework assignments for each chapter. Each chapter has a “Learn Smart” module available through the Connect website. It is required that students complete the “Learn Smart” module prior to the first class about a chapter. You should expect to spend about an hour to complete this graded portion of the homework for each chapter. This element provides the student with the opportunity to practice and master the concepts of the chapter. Students are encouraged to review and retry the material. It is possible to earn 100% of the course points for this assignment. The highest scores on 10 of the 12 assignments will be used to calculate the final grade. (The two lowest scored assignments will not be used in grade calculation.)

THIS ASSIGNMENT IS DUE BY MIDNIGHT PRIOR TO THE CLASS MEETING DISCUSSING THE CHAPTER

The second assignment is titled “Homework,” and can be found in the module for each chapter also on Connect. This assignment consists exercises and must be completed by midnight the

day before we discuss homework in class – see “dates due section of syllabus.” after we have discussed the chapters. You may also find the problems in an Excel template in CANVAS. (The Excel worksheets give you an opportunity to practice using standard business software to solve real business problems.) These exercises are meant to provide an opportunity to practice accounting concepts using business software. Again, the highest 10 scores out of the 12 assignments will be used to calculate the final grade.

THIS ASSIGNMENT IS DUE BY MIDNIGHT PRIOR TO THE DISCUSSION OF THE HOMEWORK PROBLEMS.

These two elements represent 35% of the final grade. It is highly improbable that a student will be successful in this class without completing both assignments. Additionally, Learn Smart and the homework assignments provide a basis for understanding the concepts of Financial Accounting.

Connect Website

<http://connect.mheducation.com/class/b-comings-spring-2017-mw-12---2-pm>

CANVAS Website

<https://canvas.santarosa.edu/courses/20790>

LATE WORK POLICY

Due to the nature of the class, assignments tend to build on one another it is therefore important to complete all homework and LearnSmart assignments when they are due. Because of this, it is critical to complete all the work before moving on to the next chapter.

LATE HOMEWORK WILL BE ACCEPTED WITH A 25% PENALTY FOR EVERY 24 HOURS YOUR HOMEWORK IS LATE. EXAMS AND LEARN SMART WILL NOT BE ACCEPTED AFTER THE DUE DATE. That said, I do realize that there may be some unusual situations that require some flexibility, like an extreme family emergency, illness, or death in the family, so please contact me to see if there may be some accommodation.

Attendance

Missing more than 3 class meetings can lead to your dismissal from the course. The college's attendance policy allows a student to be dropped from any class when that student's absences exceed ten percent (10%) of the total hours of class time so the 3 class meetings agrees with this policy.

All absences from class require notification of the instructor by email message.

Students are responsible for obtaining any missed information from classmates. It is not the instructor's responsibility to provide the student with disseminated material or homework answers, which were missed.

It is also important to be on time for the start of class. Anyone more than five minutes late to class might not be admitted to class. If a student's tardiness is excessive, this lateness could count as an absence. Once the door is closed, that is the signal not to enter the room as more

than five minutes has passed! If the door is closed and you want to attend class, please wait until the first break to come to class.

Once class has begun, it is expected you will remain in your seats until a break is given at the end of each hour of class. It is unacceptable behavior to leave your seat and walk out of class as it disturbs the entire class.

If you have to leave early or arrive late, I must be notified in advance. If you have notified me that you may be late, I might admit you after the five minutes have passed but wait for me to acknowledge your presence at the door and signal for you to enter and do not just walk in.

Make sure all cell phones, and other electronic devices are turned off. It is unacceptable to take or make calls or text message during class or leave class for that purpose.

Dropping the Class

It is the student's responsibility to drop this course if you are unable to attend. Please note the dates above. If you decide to discontinue this course, it is your responsibility to officially drop the class. It is strongly advised that if you need to miss more than one class/homework deadline in a row that you contact the instructor to avoid being dropped from the class.

Missing more than 3 class meetings can lead to your dismissal from the course.

Examinations

There will be 4 multiple chapter exams that consist of multiple-choice and other general problems. Each exam will be worth 100 points. Exams will be taken online per the attached schedule. Questions require calculations, judgments, interpretations, analysis and in-depth understanding of the course concepts and applications. These exams are open book and open notes.

Overall Course Grade – points possible

Exams – 4 @ 100 points each = 400

Learn Smart Modules (from Connect) – 10 @ 10 points = 100

Homework (from Connect) – 10 @ 25 = 250

Group project = 200

Peer review of group project = 50

Total = 1000

Letter Grading Scale

A = 1000 – 900 points

B = 899 – 800 points

C = 799 – 700 points

D = 699 – 600 points

F = 599 points or less

Students electing the pass/no pass option must participate in all assigned activities. Choosing not to participate in the team project will result in “no pass” since the project is a required part of the course and comprises 20% of the student’s final grade.

Absolutely no extra credit work will be given to improve a low grade or move a grade up. Since there is already so much required work in the class that offers the student an opportunity to earn a passing grade, extra credit is not an option. The end of chapter homework assignments count for 25% of the student’s grade, the Learn Smart chapter assignments count for 10%, and the project accounts for 25%. Therefore, 60% of your grade is controllable directly by your effort and willingness to do the required assignments. Those students who consistently complete the Learn Smart chapter assignments, their end of chapter homework, and who work well with their team members on the team project, and come to those meetings with their work done, usually end up with an A or B in the class since the knowledge learned through these assignments helps you with the examinations. Examinations almost never bring the student’s grade up but rather, a student with a low B average on examinations can still end up with an A in the class through earning all 25% on their homework, 10% on the Learn Smart assignments, and by receiving a low A score on the team project.

Course begins: Thursday, Jan 18
Course Ends: Thursday, May 17
Last day to drop with full refund: Jan 28
Last day to drop without a W: Feb 4
Spring Break March 19 - 23
Last day to drop with a W: Apr 22
Final Exam: Thursday, May 24 1:00 – 3:45 pm

Academic Dishonesty

Punishment for academic dishonesty including plagiarism will be pursued under the rules for Student Conduct Standards according to Santa Rosa Junior College’s policies.

Class Schedule

<u>Date</u>	<u>Chapter/Lecture</u>
Jan 18	Introductions, Syllabus review
Jan 23	Chapter 1 Learn Smart due by midnight 1/22
Jan 25	Chapter 1 - Homework problems due by midnight 1/24

Jan 30	Chapter 2
Feb 1	Chapter 2 – Homework problems
Feb 6	Chapter 3
Feb 8	Chapter 3 – Homework problems
Feb 13	Quiz 1 review
Feb 15	Chapter 4
Feb 18	Quiz 1 due by 11::59 pm Chapters - 1, 2, & 3
Feb 20	Chapter 4 – Homework problems
Feb 22	Chapter 5
Feb 27	Chapter 5 – Homework problems
Mar 1	Chapter 6
Mar 6	Chapter 6 – Homework problems
Mar 8	Quiz 2 review
Mar 11	Quiz 2 due by 11:59 pm – Chapters 4, 5, & 6
Mar 13	Group project discussion – form groups
Mar 15	Group project
Mar 20 & 22	Spring Break – No Class
Mar 27	Chapter 7
Mar 29	Chapter 7 – Homework problems
Apr 3	Chapter 8
Apr 5	Chapter 8 – Homework problems
Apr 10	Chapter 9
Apr 12	Chapter 9 – Homework problems

Apr 17	Quiz 3 review
Apr 19	Chapter 13
Apr 22	Quiz 3 due by 11:59 pm – Chapters 7, 8 & 9
Apr 24	Chapter 13 – Homework problems
Apr 26	Chapter 11
May 1	Chapter 11 – Homework problems
May 3	Chapter 12
May 8	Chapter 12 – Homework problems AND TWO COPIES OF THE ROUGH DRAFT OF YOUR GROUP PROJECT ARE DUE...
May 10	Quiz 4 review
May 13	Quiz 4 due by 11:59 pm – Chapters 11, 12, & 13
May 15	Work on Peer Reviews
May 17	Work on Peer Reviews
May 24	Group Presentations 1 – 3:45 pm