

2015

# ACCT 200-12A-WDP Introductory Financial Accounting Weekend

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**Introductory Financial Accounting: ACCT 200-12A  
Weekend Degree Program (8/16 – 10/10/15)**

**Fall Semester—2015**

**Joyce S. Allen**

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**Class Location: 252 Smith Hall**

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**Office Hours:** Wednesday, 1:00 – 2:30 and 5:00 – 6:15  
Thursday, 4:00 – 5:30, Friday, 1:00 -2:30  
and by appointment

**Review Sessions: TBA**

**Required Text:**

Financial Accounting, 8<sup>th</sup> edition by Robert Libby, Patricia Libby and Daniel Short

**Course Prerequisite:**

None

**Williams College of Business Mission Statement:**

“We educate students of business, enabling them to improve organizations and society consistent with the Jesuit tradition.” Accordingly, an understanding of the topics covered in this course provides a basic foundation that students can build upon, in order to use accounting effectively and ethically within organizations and society.

**Williams College of Business Learning Goals:**

**Critical Thinking**

*Learning Goal:* WCB graduates will be able to think logically, reason quantitatively, and utilize appropriate analytical techniques and technology when evaluating and making decisions.

*Corresponding Objective:* WCB students will collect, evaluate and synthesize information to offer solutions and support decision making.

*Course Goals:* Accounting 200 students will be able to recognize the appropriate accounting for the various transactions, summarize the information in journal and financial statement formats and evaluate the reasonableness of their answers in accordance with generally accepted accounting principles.

**Effective Written and Oral Communication**

*Learning Goal:* WCB graduates will be able to organize, support and communicate ideas clearly and effectively, employ multiple mediums of communication (e.g., written, oral and visual), and adapt

communication to audience, context or purpose.

*Corresponding Objective:* WCB students will produce business documents and reports demonstrating their ability to organize and communicate ideas clearly and professionally.

*Course Goals:* Accounting 200 students will prepare written communication in response to an assignment which will have an evaluation component based upon proper presentation, organization, clarity and grammar.

### **Understanding and Application of Knowledge Across Business Disciplines**

*Learning Goal:* WCB graduates will be able to evaluate business from an integrative and holistic point of view, leverage the synergies between functional business areas, and demonstrate college-level mastery of their chosen discipline.

*Corresponding Objective:* WCB students will demonstrate the appropriate knowledge of accounting, economics, finance, management, management information systems, marketing, quantitative business analytics, international issues, and the legal and social environment of business.

*Course Goals:* Accounting 200 students will demonstrate a proficiency in the understanding of introductory accounting principles, the proper recording of transactions and events, as well as the preparation of basic financial statements.

### **Course Objectives:**

1. Accountancy is an information development and communication discipline that facilitates economic decision-making. This course focuses on the collection, analysis, reporting and interpretation of financial accounting data.
2. Course content is based upon the following topic areas:
  - a. The Accounting Model, Transaction Analysis, Adjustment Process and Income Measurement
  - b. Financial Statement Presentation and Disclosure
  - c. Accounting Principles related to Measuring and Reporting Assets: Cash, Accounts Receivable, Inventory, Property, Plant and Equipment and Intangibles
  - d. Accounting Principles related to Measuring and Reporting Liabilities: Accounts and Notes Payable
  - e. Accounting Principles related to Measuring and Reporting Stockholders' Equity: Common Stock, Preferred Stock, Retained Earnings and Dividends
3. Students who take this course will be expected to:
  - a. Understand fundamental accounting principles and terminology
  - b. Analyze and interpret financial statement data

## **Attendance:**

1. It is expected that all students will attend each class session.
2. In the rare circumstance in which a student finds it unavoidable and must miss a class, he/she should make arrangements to obtain lecture notes and assignment solutions from another member of the class.
3. Reasonable attendance is a condition for the granting of academic credit.

## **Class Participation:**

1. It is expected that each student will come to class well prepared and ready to participate in class discussion.
2. Students are encouraged to seek assistance from the professor, the graduate assistant (Accounting Lab) and individual tutoring (Learning Assistance Center).

## **Tests:**

Tests will consist of multiple-choice, matching, short problems and short answer questions based on the material covered since the previous test. If a topic is covered in class, it is eligible to be included on the test. Make-up tests are given only to students who notify me prior to the examination period that they are unable to take the test. Acceptable absence is limited to documented illness, family problems, emergency work situations, and travel for university-sponsored events.

## **Calculator Policy**

**NO programmable** calculators (e.g. TI-83) can be used for any quiz or exam.

## **Occasional Quizzes:**

There will be a short quiz at the end of selected class sessions covering materials from the previous class meeting(s). The format will include multiple choice and short answer questions. The time frame will be 10 – 15 minutes depending on the nature of the quiz. There are **no** make-ups for quizzes.

## **Homework Assignments:**

Homework assignments and their due dates will be announced at various times during the course. Handwritten assignments will not be accepted.

**The lowest quiz or homework grade (miss) will be dropped.**

## Grading Scale:

A	375 – 400 points	C+	310 – 319 points
A-	360 – 374 points	C	290 – 309 points
B+	350 – 359 points	C-	280 – 289 points
B	330 – 349 points	D	240 – 279 points
B-	320 – 329 points	F	under 240 points

## Determination of Grade:

	<u>Points</u>	<u>Percent</u>
Test #1 (Saturday, September 5)	100	25%
Test #2 (Saturday, September 19)	120	30%
Test #3 (Saturday, October 10)	140	35%
Quizzes/Homework	40	10%

## University Policy on Academic Honesty

Academic life requires a trust based upon the integrity of the written and spoken word. All of the above grade determinants are to be considered as individual assignments, unless specifically identified by the professor as a group activity. For this class, individual effort means that you did not provide or receive any assistance on the assignment. Do not share your assignments that are submitted for a grade with other students. I do not distinguish between the one making his/her work available for copying (supplier) and the one copying the work (user). Questions about a graded assignment should be directed to the professor rather than your peers.

The Xavier University's policy on academic honesty will be followed in this course. This policy is described in the Undergraduate Academic Policies and Regulations posted on the Registrar's website ([http://catalog.xavier.edu/content.php?catoid=9&navoid=359#Academic\\_Honesty](http://catalog.xavier.edu/content.php?catoid=9&navoid=359#Academic_Honesty)). Penalties for violations of academic honesty will, depending on the severity of the case, result in penalties ranging from a significantly reduced grade on the assignment or exam to failing the course.

## Disabilities

Qualified students with disabilities who will require disability accommodations in this class are encouraged to make their requests to me by sharing their Accommodation Letters with me at the beginning of the semester either during office hours or by appointment. Disability related information is confidential. If you have not previously contacted Disability Services, I encourage you to do so by phone at 513-745-3280, in person on the Fifth Floor of the Conaton Learning Commons, Room 514, or via e-mail to Cassandra Jones at [jonesc20@xavier.edu](mailto:jonesc20@xavier.edu), to coordinate reasonable accommodations as soon as possible as accommodations are not retroactive.

It is my goal that this class be an accessible and welcoming experience for all students. If you are a student with a disability who may have trouble participating or effectively demonstrating learning in this course, contact me to arrange an appointment to share your Accommodation Letters from Disability

Services and to discuss your needs. Disability related information is confidential. If you have not contacted Disability Services (located in the Learning Assistance Center) to arrange accommodations, I encourage you to do so by contacting Cassandra Jones, by phone at 513-745-3280, in person on the Fifth Floor of the Conaton Learning Commons, Room 514, or via e-mail at [jonesc20@xavier.edu](mailto:jonesc20@xavier.edu) as soon as possible as accommodations are not retroactive.

### **Miscellaneous Items**

All dates and assignments in the tentative course schedule are subject to change at the sole discretion of the professor. Verbal notification during any regularly scheduled class period will be considered sufficient notification to effect a change under this syllabus. Alternatively, an email sent to students through their Xavier email address or an “announcement” posted to Canvas will also be considered sufficient notification to effect a change.

Each student should become familiar with the appropriate dates and academic regulations as published by Xavier University in its catalogs, Programs, and the Fall Semester Schedule of Classes.

### **Topical Coverage**

Chapter 1: Financial Statements and Business Decisions

Chapter 2: Investing and Financing Decisions and the Balance Sheet

Chapter 3: Operating Decisions and the Income Statement

Chapter 4: Adjustments, Financial Statements, and the Quality of Earnings

Chapter 5: Communicating and Interpreting Accounting Information

Chapter 6: Reporting and Interpreting Sales Revenue, Receivables and Cash

Chapter 7: Reporting and Interpreting Cost of Goods Sold and Inventory

Chapter 8: Reporting and Interpreting Property, Plant & Equipment, Natural Resources and Intangibles

Chapter 9: Reporting and Interpreting Liabilities

Chapter 11: Reporting and Interpreting Owners' Equity