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Principles of Accounting I

Course Description: Financial Accounting is a course designed to teach students the basic concepts and tools used for financial reporting and analysis. One of the goals of this course is to inform students who may be considering a degree in accounting, and to prepare them for future coursework. The other goal is to teach students how to think like accountants and apply this knowledge in their own financial decisions.

Texts: (1) Required: CengageNOW (with eBook) 2-Semester Instant Access Code for Warren/Jones/Tayler's Financial & Managerial Accounting 15th Edition (ISBN 9781337911979)
(2) Optional: Warren Reeve Duchac, *Financial & Managerial Accounting*
Any Older Edition of text for those who prefer a hardcopy text.

Required course materials are available at the Brazosport College bookstore, on campus, or online at <http://www.brazosport.edu/bookstore>. A student of this institution is not under any obligation to purchase a textbook from the college bookstore. The same textbook is/may also be available from an independent retailer, including an online retailer.

Course Policy

Learning Outcomes: Once a student has completed this course, a student will be able to:

1. Use basic accounting terminology and the assumptions, principles, and constraints of the accounting environment. Identify the difference between accrual and cash basis accounting.
2. Analyze and record business events in accordance with U.S. generally accepted accounting principles (GAAP). Prepare adjusting and closing the general ledger. Prepare financial statements in an appropriate U.S. GAAP format, including the following: income statement balance sheet, and statement of shareholders' equity.
3. Record transactions and analyze methods of accounting for inventory, receivables, and depreciation in accordance with generally accepted accounting principles (GAAP).
4. Analyze methods for financing corporations. Record the transactions for issuing stocks and bonds. Prepare a statement of cash flows.
5. Analyze and interpret financial statements using financial analysis techniques. Describe the conceptual differences between International Financial Reporting Standards and U.S. generally accepted accounting principles.

Accessing the Course Content: The two websites used in the course are as follows:

1. <https://online.brazosport.edu> – This website will be referred to as Brightspace (formerly BRIGHTSPACE (FORMERLY D2L)). There are important notes and news announcements, **ESSENTIAL VIDEOS for EACH CHAPTER**, discussion questions, and sample tests available within the BRIGHTSPACE (FORMERLY D2L) website.

Brightspace provides tools which are compliant and easy for people to navigate and understand using assistive technologies and devices that support their needs. To learn more about Desire2Learn's commitment to accessibility visit their [Accessibility Commitment](#) page as well as their [Accessibility Resource Center](#) for both faculty and students.

2. <http://academic.cengage.com/sso> - This website will be referred to as the Cengage website. The homework and quizzes will be completed using this website. This website also contains study tools. The study tools section of the website includes an e-text, lecture videos, accounting games, personalized study tools, and much more. Information about the accessibility of the Cengage website is available at <http://www.cengage.com/accessibility/>.

Grades: 90% or better would constitute an A, 80% - 89.9% a B, 70% - 79.9% a C, 60% - 69.9% a D, and anything lower than a 60% is an F. The course grades will be determined as follows:

Discussions	10%
Homework	15%
Quizzes	15%
Project	10%
Tests or Exams (3 equally weighted)	50%
Total	100%

Discussion: The discussion board is available within the [Communication](#) tab of the [Brightspace \(formerly D2L\) website](#). Each student is required to post one question AND respond to a discussion question within the discussion board for each chapter by the due date. The due dates are available in the Course Schedule in D2L. Post responses to discussion questions by opening the Communications tab and selecting Discussions. Select the discussion question that you would like to enter. Students then have the option to Compose a new message or Reply to an existing message. *Extra credit is available for additional participation within the discussion board.*

Homework: There are two homework assignments for each chapter in the Cengage website. Go into the ASSIGNMENTS tab of the Cengage website to start a homework assignment. Select the assignment that you would like to start. Students are given an unlimited number of attempts to complete each question. After each attempt select CHECK MY WORK to see if your answer is correct. Be sure to Submit the Assignment for Grading once you have completed all

homework questions! **Homework submitted after the due date is penalized 30%.** Note: Students do not have to complete the entire homework at one time, but be sure to save and exit out of the assignment. *Note: There are Show Me How videos impeded in many of the Cengage Homework problems. There is also an option to print the assignment before starting.*

Quizzes: There is one quiz for each chapter in the Cengage website. Students only get one opportunity to take the timed quiz. Quizzes must be completed once opened. There is no option to save work and complete at a later date. Quizzes not completed by the due date will result in a score of zero. There are problems at the back of the etext. See the course schedule for questions at the back of the etext that are similar to those that will be on the quiz.

Project: An electronic copy of the project is available in the Project folder of D2L in MS Excel and PDF format. The project requires students to complete the accounting cycle for a hypothetical corporation for two full months. There are two due dates for the project listed in the course schedule. Project files should be submitted in the D2L Dropbox (select the Assessments tab from the D2L website, then select Dropbox, Select the Project link, and Add a File). Projects printed and completed by hand will need to be scanned or submitted with legible pictures of the completed project.

Exams: The tests/exams are available within the Cengage website in the ASSIGNMENTS tab. **The timed test must be completed once opened.** There is no option to save and return. *All tests should be completed on an individual basis. Student may not work with others to complete the tests.* Each test will have questions related to the chapter reading, videos, homework, and quizzes. Complete the test by the due date as no late work will be accepted!

Optional Comprehensive Final Exam: The OPTIONAL comprehensive final exam will replace a student's lowest exam grade. The optional final exam cannot hurt your grade. For instance, if a student has scores of 85, 90, and 95 on the three exams and then scores a 60 on the optional final exam. The final exam score of 60 will not replace one of the higher exam scores.

Students with Disabilities: Brazosport College is committed to providing equal education opportunities to every student. BC offers services for individuals with special needs and capabilities including counseling, tutoring, equipment, and software to assist students with special needs. Please contact Phil Robertson, Special Populations Counselor at 979-230-3236 for further information or use the link below.

[Steps to Apply for Disability Services at Brazosport College](#)

Available Assistance: Students can get assistance in the following ways:

1. E-mail – I prefer to be emailed from the Email Instructor link within Cengage if the question is regarding the homework as a link will be provided to the homework problem. Responses will go to the email address that you used when registering for Cengage when emailing through the Cengage homework. Students can also e-mail me at donald.payne@brazosport.edu or using the E-MAIL tab within the BRIGHTSPACE (FORMERLY D2L) website. Students should expect a response within 24 hours of sending the question by e-mail.

2. Phone - Students can contact me by phone at (979) 230-3338 on Monday, Tuesday, Wednesday, Thursday, or Friday morning. I will not return phone calls received after 10AM on Friday, anytime on Saturday, or anytime on Sunday until Monday morning.
3. FREE Tutors – The student success center does have tutoring available. Visit the student success website below for availability. I will also post tutor information as an announcement in D2L.
<https://brazosport.edu/students/for-students/student-success-center/>
4. Virtual Office Hours – I have not on-campus office hours due to the college closure due to COVID-19. **I will have virtual office hours available by appointment.** The hours are posted as an Announcement in D2L. Please email me at donald.payne@brazosport.edu if you would like to schedule an appointment to meet virtually.

Study Tools: Students can access the study tools section of the Cengage website by selecting the tab called STUDY TOOLS. Students have three options within the Study Tools section. The three options for study and instructions for accessing these study tools are as follows:

1. EBOOK – An electronic version of the text is available in Study Tools by clicking the first link titled [eBook: Warren/Reeve: Financial & Managerial Accounting, 15e.](#)
2. Personalized Study Plan – The personalized study plan is available in the Study Tools section by clicking the second link titled [Warren/Reeve: Financial & Managerial Accounting, 15e.](#) After reading the text students have the option of taking a pre-test over the chapter material. Based on the results of that pre-test the Cengage website will create a personalized study plan with study recommendations. Pre-tests are not required.
3. All Chapter Content – Students can choose not to do the pre-test and get access to all available recommended study tools by clicking the second link titled [Warren/Reeve: Financial & Managerial Accounting, 15e](#) (the same link used for the personalized study plan). Then under the heading Step 2...Study Plan select ALL CHAPTER X CONTENT. There are lecture videos with captions, audio files, accounting games, crossword puzzles, and flash cards available.

Withdrawing: You are responsible for withdrawing from class before the last day of withdrawal if you so choose; otherwise, I will grade the work you have completed.

Cheating & Plagiarism: Refer to the Academic Honesty Policy of the college below. Students are encouraged to form study groups, but study groups should be concluded at the proper stage of your work. You may always consult the text and the material in the weekly modules, as well as your notes. Be sure to plan ahead, and ask questions early, but DO NOT complete quizzes and tests together as this is considered plagiarism!

Academic Honesty: Brazosport College assumes that students eligible to perform on the college level are familiar with the ordinary rules governing proper conduct including academic honesty. The principle of academic honesty is that all work presented by you is yours alone. Academic dishonesty including, but not limited to, cheating, plagiarism, and collusion shall be treated appropriately. Please refer to the Brazosport College Student Guide for more information. This is available online at <http://www.brazosport.edu>.

Academic dishonesty violates both the policies of this course and the Student Code of Conduct. In this class, any occurrence of academic dishonesty will be referred to the Dean of Student Services for prompt adjudication, and may, at a minimum, result in a letter grade of F in this course. Sanctions may be imposed beyond your grade in this course by the Dean of Student Services.

Resources: Notes for each chapter will be available in BRIGHTSPACE (FORMERLY D2L). You will be expected to bring printed notes, pencil, extra paper, calculator, text, and questions. Bring a #2 pencil and a calculator to each exam.

Study: Accounting is the primary source of financial information used by managers and investors. Financial accounting is difficult to comprehend. For this reason managers and investors hire accountants to report, analyze, and interpret financial information. This course involves much detail and may be different from any other course you have taken. You should expect to spend 2-3 hours outside of class for each hour in class.

Title IX: Brazosport College faculty and staff are committed to supporting students and upholding the College District's non-discrimination policy. Under Title IX and Brazosport College's policy FFDA (Local), discrimination based on sex, gender, sexual orientation, gender identity, and gender expression is prohibited. If you experience an incident of discrimination, we encourage you to report it. While you may talk to a faculty or staff member at BC, please understand that they are "Responsible Employees" and must report what you tell them to college officials. You can also contact the Title IX Coordinators directly by using the contact information below. Additional information is found on the Sexual Misconduct webpage at www.brazosport.edu/sexualmisconduct.

Kelli Forde Spiers, Director, Student Life and Title IX Coordinator
Office J-117D; 979-230-3355; kelli.fordespiers@brazosport.edu

Student Conduct Statement: Students are expected to be aware of and follow the Brazosport College Student Code of Conduct. Students have violated the Code if they "fail to comply with any lawful directions, verbal or written, of any official at BC." Lawful directions include precautions and requirements taken to prevent the spread of COVID-19 at Brazosport College. Students who do not follow safety requirements, including the wearing of a mask, may be removed from class by their instructor and referred to the Dean of Student Services.

Campus Closure Statement: Please include the following statement in your syllabus. Brazosport College is committed to the health and safety of all students, staff, and faculty and adheres to all federal and state guidelines. The College intends to stay open for the duration of the semester, and provide access to classes and support services on campus in the safest way possible. The College will also comply with lawful orders given by applicable authorities, including the Governor of Texas, up to and including campus closure. It is possible that on campus activities may be moved online and/or postpone if such orders are given.