

University of North Texas at Dallas
Spring 2014
SYLLABUS

ACCT 2010D-090 Accounting Principles I 3 Hrs

Department of	Business	Division of	Urban and Professional Studies
Instructor Name:	Patricia Burnett		
Office Location:	Adjunct Instructor Office, Floor 3		
Office Phone:	Cell: 469-867-3286		
Email Address:	Patricia.Burnett@untdallas.edu		
Office Hours:	By appointment. I will usually be in the Adjunct Instructor office 1 hour before class.		
Virtual Office Hours:	By appointment		
Classroom Location:	DAL2-337 Founders Hall, Building 2		
Class Meeting Days & Times:	Monday and Wednesday 5:30 – 6:50PM		
Course Catalog Description:	ACCT 2010 (ACCT 2301 or 2401). Accounting Principles I (Financial Accounting). 3 hours. External uses of accounting information; interpretation of accounting data; analysis of financial statements; income and cash flow analysis; nature of assets and liabilities; understanding accounting reporting process.		
Prerequisites:	ECON 1100; MATH 1100 (or higher).		
Co-requisites:	This course may not be taken more than twice at UNT or at another college or university. Students may not retake this course once they have completed (with a grade of C or better) a course for which this is a prerequisite.		
Required Text:	Accounting, Warren, Reeve, and Duchac, 25e, cengage learning, loose leaf edition & CengageBrain On Line Learning System		
Recommended Text and References:			
Access to Learning Resources:	UNT Dallas Library: phone: (972) 780-3625; web: http://www.unt.edu/unt-dallas/library.htm UNT Dallas Bookstore: phone: (972) 780-3652; e-mail: 1012mgr@fheg.follett.com		
Course Goals or Overview:	The goal of this course is to provide a foundation for the study and application of the accounting function, for both users of accounting information and practitioners of accounting, such that operational imperatives, as well as legal and regulatory requirements are understood in the context of ethically sound business practices.		

Learning Objectives/Outcomes: At the end of this course, the student will be able to	
1	Prepare, interpret and analyze accounting information for a variety of business entities.
2	Demonstrate the ability to translate accounting data into business decision support information.
3	Define the various costs encountered in accounting and how they relate to the accounting cycle.
4	Identify ethical pitfalls and how to counter them with effective internal controls.
5	Apply Generally Accepted Accounting Principles (GAAP) in preparation of financial statements.
6	Adjust a Trial Balance with adjusting accounts to prepare financial statements in a variety of formats.
7	Account for receivables, plant assets, intangibles, liabilities and payroll.

Course Outline

This schedule is subject to change by the instructor. Any changes to this schedule will be communicated by class announcement as well as posting on Blackboard as soon as the change is determined.

TOPICS	TIMELINE
We will study Chapter 1 – Chapter 4 from Jan. 21 to Feb. 18. These are the building blocks of the course and the most important. Without understanding these, the rest of the course will be very difficult.	Jan. 21- Feb. 18
1. Ch 1 – Introduction to Accounting and Business, HW and Quiz 1	Jan. 21 - Jan. 26
2. Ch. 2 - Analyzing, Processing, and Recording Transactions, HW and Quiz 2	Jan. 28 – Feb. 2
3. Ch. 3 - Adjusting Accounts and Preparation of Financial Statements, HW and Quiz 3. Do Exam 1, Ch. 1-3	Feb. 4 – Feb. 9
4. Ch. 4 - Using Worksheets to Complete the Accounting Cycle and Prepare a Classified Balance Sheet, HW and Quiz 4	Feb. 11 – Feb. 18
5. Ch. 5 – Accounting Systems, HW and Quiz 5	Feb. 23 –Feb. 25
5. Ch. 6 - Accounting for Merchandising Purchases and Sales, HW and Quiz 6 Do Midterm Exam, Ch. 1-6	March 2- March 4
6. Ch. 7 - Inventory Methods and Valuation; Estimation; Inventory Turnover and Days' Sales in Inventory HW and Quiz 7	March 9 - March 11
7. SPRING BREAK – NO CLASSES	March 16 – March 22
8. Ch. 8 – Sarbanes-Oxley, Internal Control, and Cash, HW and Quiz 8	March 23 – March 25
9. Ch 9 - Receivables: Recognition, Valuation, Estimation, and Disposition; Accounts Receivable Turnover HW and Quiz 9. Do Exam 3, Ch. 7 - 9	March 30 – April 1

10. Ch. 10 - Plant Assets, Costs, Depreciation, Disposition; Natural Resources; Intangibles; Total Asset Turnover HW and Quiz 10	April 6 – April 8
11. Ch. 11 - Current Liabilities and Payroll, HW and Quiz 11	April 13 – April 15
12. Ch. 12 – Accounting for Partnerships and Limited Liability Companies, HW and Quiz 12	April 20 – April 22
13. Guest Speakers – Job Opportunities for Business/Accounting Majors	April 27 – April 29
Note: These dates may be shifted to accommodate speakers' schedules	
14. Team Presentations	May 4 – May 6
15. Exam 4, Chapters 10-11-12	Exam Week M or W

Course Evaluation Methods

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

Quizzes and Exams – written (online) tests designed to measure knowledge of presented course material.

Research Projects – assignments designed to measure ability to apply presented course material and present the results in both written and verbal forms. Half the grade is the written report, and half is the presentation.

Grading Matrix:

Instrument	Value (points or percentages)	Total
Homework	12 Chapters/2 HW problems per chapter (2 points each) for Total 48 points	48
Team Project Presentations	1 presentation at 100 points	100
Chapter Quizzes	12 Quizzes at 2 points each	24
Practice Exams	4 at 4 points each	16
Exams	3 at 100 points each	300
Midterm Exam	1 at 200 points	200
Total Points		588
Extra Credit Attendance	20 points (3 days missed) 30 points (2 days missed) 40 points (1 day missed) 50 points (perfect attendance)	0-50

Grade Determination:

A = 90% or better ($.90 * 588 = 529 = 529$, so $529-588 = A$)

B = 80 – 89 %

C = 70 – 79 %

D = 60 – 69 %

F = less than 60%

University Policies and Procedures

Students with Disabilities (ADA Compliance):

The University of North Texas Dallas faculty is committed to complying with the Americans with Disabilities Act (ADA). Students' with documented disabilities are responsible for informing faculty of their needs for reasonable accommodations and providing written authorized documentation. Grades assigned before an accommodation is provided will not be changed as accommodations are not retroactive. For more information, you may visit the Student Life Office, Suite 200, Building 2 or call Student Life at 972-780-3632.

Student Evaluation of Teaching Effectiveness Policy:

The Student Evaluation of Teaching Effectiveness (SETE) is a requirement for all organized classes at UNT. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider the SETE to be an important part of your participation in this class. Therefore, you will be expected to complete the SETE and provide me a digital copy of the acknowledgement you receive on completion of the survey (your input is not indicated on the acknowledgement, only that you completed it, so your responses are kept confidential and anonymous). In return for your completion of this survey, you will earn 5 points of extra credit.

Assignment Policy:

Homework assignments are designed to assist in understanding the chapter material. You may rework the homework assignments as many times as you like, and I encourage you to do them until you feel comfortable with the process. You are graded on your homework effort, not the number correct. As a result, the homework grade is a measure of how much you did rather than how correct your result was; your efforts with homework will be reflected in your exam grades. You must read the chapter assignments and review the chapter PowerPoint slides before class and be prepared to discuss them. I will not lecture, rather I will lead discussions on the chapter topics and work some homework problems as time permits. If you are not prepared you will not be able to learn. Team assignments will be based on the finished product and the presentation by the team. All team members must participate in the preparation and presentation of team results. All team members will receive the same point score; team members who do not participate will get no points. Team assignments will be explained in detail at the appropriate time in class and in the written assignment.

Exam Policy:

Exams should be taken as scheduled. No makeup examinations will be allowed except for documented emergencies (See Student Handbook).

Academic Integrity:

Academic integrity is a hallmark of higher education. You are expected to abide by the University's code of Academic Integrity policy. Any person suspected of academic dishonesty (i.e., cheating or plagiarism) will be handled in accordance with the University's policies and procedures. Refer to the Student Code of Academic Integrity at

[http://www.unt.edu/untdallas/policies/Chapter%2007%20Student%20Affairs,%20Education,%20and%20Funding/7.002%20Code%20of%20Academic Integrity.pdf](http://www.unt.edu/untdallas/policies/Chapter%2007%20Student%20Affairs,%20Education,%20and%20Funding/7.002%20Code%20of%20Academic%20Integrity.pdf) for complete provisions of this code.

Bad Weather Policy:

On those days that present severe weather and driving conditions, a decision may be made to close the campus. In case of inclement weather, call UNT Dallas Campuses main voicemail number (972) 780-3600 or search postings on the campus website www.unt.edu/dallas. Students are encouraged to update their Eagle Alert contact information, so they will receive this information automatically. There will be recorded lessons on Connect for those occasions class cannot be held on campus, whether due to bad weather or other requirements.

Attendance and Participation Policy:

The University attendance policy is in effect for this course. Class attendance and participation is expected because the class is designed as a shared learning experience and because essential information not in the textbook will be

discussed in class. The dynamic and intensive nature of this course makes it impossible for students to make-up or to receive credit for missed classes. Attendance and participation in all class meetings is essential to the integration of course material and your ability to demonstrate proficiency. Students are responsible to notify the instructor if they are missing class and for what reason. Students are also responsible to make up any work covered in class. It is recommended that each student coordinate with a student colleague to obtain a copy of the class notes, if they are absent.

Diversity/Tolerance Policy:

Students are encouraged to contribute their perspectives and insights to class discussions. However, offensive & inappropriate language (swearing) and remarks offensive to others of particular nationalities, ethnic groups, sexual preferences, religious groups, genders, or other ascribed statuses will not be tolerated. Disruptions which violate the Code of Student Conduct will be referred to the Center for Student Rights and Responsibilities as the instructor deems appropriate.

Other Policies:

- **Use of Blackboard Learn.** Blackboard Learn is an important communication and education tool. You will be expected to be competent in this technology, and to inform the instructor if you need help. If you choose not to access Blackboard Learn, you will not be able to complete the course, since homework and some exams are administered through this portal.
- **Use of Cell Phones & other Electronic Gadgets in the Classroom.** Cell phones are permitted in the classroom, but must be set to “vibrate” or “silent” during class. Answer calls outside, if you must, but cell phone conversations, texting, and similar activities will not be permitted in the classroom. Other electronic devices may be used in the classroom in a demonstrable application of educational assistance. If you question the appropriateness of the device in the classroom, ask the instructor for guidance.
- **Food & Drink in the Classroom.** You are expected to be responsible adults in this class. Drinks are acceptable in class, so long as there is a means of controlling a spill (such as a cup lid). You are expected to police your own area – it should be clean when you arrive, and you should leave it clean when you leave. Food is generally a disruptive agent during class, so you should restrain yourself to suffer during the class period.
- **Use of Laptops.** You are encouraged to use laptops, iPads, and similar devices to assist in taking notes and researching topics related to the class. They must not be used for social activities, games, etc., during class time.
- **Grade of Incomplete, “I”** - This grade is given in very specific time periods and circumstances. Consult your Student Handbook for details.