

Linfield College

Course Syllabus

Spring Term 2008

Course:

BUS 260

Financial Accounting (online)

3 credit hours

Instructor:

Jeff Edwards

Portland Community College

Sylvania campus:

PO Box 19000

SS 215 Office F57

Portland, OR 97280-0990

jedwards@pcc.edu

phone: 503-977-4461

fax: 503-977-4959

Course Description:

Basic concepts and methods of financial reporting, including basic financial statements, accounting cycle, asset valuation, income determination and essential accounting records.

Course Prerequisites:

MAT 115 Intermediate Algebra (or equivalent). May be taken concurrently with this course.

Course Objectives: General

In successfully completing BUS 260, a student will be able to:

1. Explain the basic concepts of financial accounting
2. Demonstrate basic procedures of financial accounting
3. Properly account for and report an organization's assets, liabilities, equity and income

Course Objectives: Specific

Specific learning objectives for each chapter we cover are detailed in the **Study Materials** section of each Content Module on the Blackboard course site.

Instructional Materials:

1. Textbook

Financial Accounting

6th edition 2008

Weygandt, Kimmel and Kieso

John Wiley & Sons, Inc.

ISBN: 978-0-470-12884-8

The textbook can be purchased at the bookstore or online at:

www.linfieldbookstore.com

2. Software

Microsoft Excel and/or Microsoft Word

You will also need to get the free downloads for:

(a) Adobe Acrobat Reader. Go to www.adobe.com and click on “Get Adobe Reader.

(b) PowerPoint Viewer. Go to:

<http://www.microsoft.com/downloads/details.aspx?FamilyId=428D5727-43AB-4F24-90B7-A94784AF71A4&displaylang=enwww.adobe.com> and click on “Download

Suggested (but not required) Materials:

Study Guide for Financial Accounting

6th edition 2008

Weygandt, Kimmel & Kieso

John Wiley & Sons, Inc.

ISBN: 978-0-470-17588-0

Course Requirements:

During the term we will cover the following chapters of the textbook:

Chapter 1: Accounting in Action

Chapter 2: The Recording Process

Chapter 3: Adjusting the Accounts

Chapter 4: Completion of the Accounting Cycle

Chapter 5: Accounting for Merchandise Operations

Chapter 6: Inventories

Chapter 7: Accounting Principles

Chapter 8: Internal Control and Cash

Chapter 9: Accounting for Merchandise Operations

Chapter 10: Plant Assets, natural Resources and Intangible Assets

Chapter 11: Liabilities

Chapter 12: Corporations: Organization, Stock Transactions, Dividends and Retained Earnings

For each chapter we cover, students will be required to:

1. read and understand the materials in the textbook
2. prepare solutions (in Excel) to selected problems from the textbook and send to me via the **Assignment Drop** tool.
3. take an online quiz (multiple choice)

In addition, students will take (online) a midterm exam (Chapters 1 – 6) and a final exam (chapters 7 – 12).

Weekly Schedule

	From		To		
Week 1	Mon	2/18	Sun	2/24	Intro & Chapter 1
Week 2	Mon	2/25	Sun	3/3	Chapter 2
Week 3	Mon	3/4	Sun	3/10	Chapter 3
Week 4	Mon	3/11	Sun	3/17	Chapter 4
Week 5	Mon	3/18	Sun	3/24	Chapter 5
Week 6	Mon	3/25	Sun	3/31	Spring Break
Week 7	Mon	4/1	Sun	4/7	Chapter 6
Week 8	Mon	4/8	Sun	4/14	Midterm & Chapter 7
Week 9	Mon	4/15	Sun	4/21	Chapter 8
Week 10	Mon	4/22	Sun	4/28	Chapter 9
Week 11	Mon	4/29	Sun	5/5	Chapter 10
Week 12	Mon	5/6	Sun	5/12	Chapter 11
Week 13	Mon	5/13	Sun	5/19	Chapter 12
Week 14	Mon	5/20	Sun	5/26	Final Exam

Note: Specific reading, homework and quiz assignments (along with due dates) for each week are detailed in the **Calendar** on the Blackboard course site

Major Assignments: Points

Practice assignments		0
Chapter quizzes	(12 @ 10 points each)	120
Problems from the text	(12 @ 20 points each)	240
Midterm exam	(Chap 1-6)	120
Final exam	(Chap 7-12)	<u>120</u>
Total		600

Practice assignments (Week 1)

During the first week of the term I will assign 4 simple exercises (ungraded). These exercises are designed to help you learn how to use some of the tools within Blackboard. The exercises include:

1. Self introduction (using the **Discussion** tool)
2. Message to the instructor (using **Mail** tool)
3. Practice Quiz (using the **Assessments** tool)
4. Excel assignment (using the **Assignments** tool)

Chapter quizzes: There are 12 online quizzes (1 for each chapter). Each quiz contains 10 multiple choice questions. You will have 45 minutes to complete each quiz. Some of the questions are taken from the **optional non-graded** self-quiz; others are new questions.

Problems from the text: For each chapter I will assign problems from the text. Each assignment is worth 20 points. Your solutions are to be prepared in MS Excel and submitted to me via the Assignments tool. Here's how I grade them:

1. Submitted and complete = 20 points
2. Submitted but **not** complete = 10 points
- 3 **Not** submitted = 0 points

Thus, the key is to complete the problem (even if it is not perfect) and submit it on time. Don't stress on whether or not you have the exact right answer. I will post the authors' **master** solution the following week so that you can compare your solution to theirs. Then use your corrected solution when studying for the midterm and final exams.

NOTE: Assignments not submitted by the posted due date will NOT be accepted for credit.

Midterm and final exams: These exams (taken online) will contain 40 multiple choice questions. Some of the exam questions are taken from the chapter quizzes; others are new questions. You will have 3 hours to complete the exams. Chapters covered are:

Midterm	chapters 1 – 6
Final	chapters 7 – 12

Grading Criteria:

Grades are awarded based on the total number of points earned by completing the major assignments.

540 and above	A
480-539	B
420-479	C
360-419	D
359 and below	F
special cases	I (Incomplete)

I do not give + or – grades. Rather, if you come within five points of the next higher grade, I award you the higher grade. For example, a score of 535 points will qualify you for an “A.” A score of 534 points earns a “B.”

I grade this way so as to make the course non-competitive and to encourage collaboration, as much as that is possible in an online course. I especially encourage students to contact each other to share ideas from the textbook, to prepare for exams and quizzes and to work out solutions to the exercises and problems. You are not competing against your classmates, only yourself.

Incompletes

A grade of Incomplete (I) is given only in emergency situations. The student must request an Incomplete in writing and must obtain my permission. All uncompleted work must be completed within the time limits I set. If you simply don't turn in the final assignments or the final exam, your course grade will be calculated with the missed portion counting for 0 points

Academic Honesty

Cheating and plagiarism will not be tolerated. Any student found to be engaging in either of these activities at any point in the course will receive a failing grade for the assignment and/or the entire course and may be subject to further college sanctions.

Students with Disabilities

Students with documented disabilities who may need accommodations, who have any emergency medical information the instructor should know of, or who need any other type of special arrangements should contact the instructor as early as possible, and no later than the first week of the term.