PRINCIPLES OF FINANCIAL ACCOUNTING
ACCT. 2301. 63440
2016 Spring Semester
March 21, 2016 to May 12, 2016

Professor: Michael Joseph Tydlaska
Email: mtydlaska@dcccd.edu
Office Phone Number: 214.860.8590
Office Number: W-222
Office Hours: 10:00 AM to 11:00 AM on Tuesday and Thursday
2:00 PM to 3:00 PM on Tuesday and Thursday

Meeting Days & Time: Online Course – No Classroom Meetings
Room Number: Online Course – No Classroom
Credit Hours: 3 Semester Credit Hours

Division: Career and Technology Education
Office Hours: 8:00 AM CST to 6:00 PM CST (Monday, Tuesday, Wednesday and Thursday)
8:00 AM CST to 5:00 PM CST (Friday)
Office Phone: 214.860.8848
Office Location: W-210

Course Description: This course is an introduction to the fundamental concepts of financial accounting as prescribed by U.S. generally accepted accounting principles (GAAP) as applied to transactions and events that affect business organizations. Students will examine the procedures and systems to accumulate, analyze, measure, and record financial transactions. Students’ will use recorded financial information to prepare a balance sheet, income statement, statement of cash flows, and statement of shareholders’ equity to communicate the business entity’s results of operations and financial position to users of financial information who are external to the company. Students will study the nature of assets, liabilities, and owners’ equity while learning to use reported financial information for purposes of making decisions about the company. Students will be exposed to International Financial Reporting Standards (IFRS).

Course Pre-requisites: TSI met or exempt in math, or equivalent

Course Materials/Supplies Needed
Authors – Ferris and Wallace
Publisher: Cambridge Publishers
ISBN: 978-1-61853-040-0

Student website and materials for textbook:
Student Learning Outcomes:

- Apply generally accepted accounting principles (GAAP) in accounting for financial assets and liabilities including, but not limited to, short term financial assets, inventories, long-term assets, current liabilities, long-term liabilities and stockholder's equity
- Define and explain the implications of each of the basic assumptions, principles, and constraints underlying financial accounting
- Explain the accrual basis of accounting and its implications for reporting revenues and expenses in the income statement.
- Identify and provide examples for the implementation of basic internal control principles followed by companies to safeguard assets and enhance the accuracy and reliability of its accounting records.
- Analyze economic events affecting a business and describe their impact on financial statements.
- Explain the purpose of and describe the core components of the four basic financial statements (Balance Sheet, Income Statement, Statement of Retained Earnings, and Statement of Cash Flows).

Evaluation Procedures:
12 MBC Chapter Electronic Homework Assignments at 2.5% each equals 30%
Three Regular Quizzes at 10% each equals 30%
Comprehensive Final Exam at 40%

MBC Chapter Electronic Homework Assignments:
There are 12 MBC Chapter Electronic Homework Assignments. Each chapter is weighted at one and one-half percent of the overall grade. Each chapter has a different number of exercises and problems that are required to be submitted in MBC. Each student is required to purchase a permanent My Business Course Access Code. I will provide you an URL in ecampus for each student to locate the homework on MBC. **A student will fail the course automatically if he or she does not purchase a permanent access code regardless of his or her average.** The purchase of a permanent access code does not guarantee a passing grade. The assignments are individual assignments. The answers to the assignments will be released after the due date. Late assignments are not accepted. **NOTE: Chapter 10 and Appendix E are considered one chapter.**

Regular Quizzes:
There are three regular quizzes during the semester. The three quizzes are online and require the utilization of Respondus LockDown Browser. There are two attempts on each quiz. The higher grade of the two attempts will be recorded in the grade book. The quizzes are timed and forced completion. You are required to know basic mathematical functions to complete the quizzes.

Comprehensive Final Exam:
The comprehensive final exam is mandatory and not optional. The final exam will be administered in a proctored environment on May 11, 2016 or May 12, 2016 at Mountain View College Testing Center or another DCCCD Testing Center. The comprehensive final exam does not permit the use of textbooks or notes. The comprehensive final exam is timed and requires the utilization of Respondus LockDown Browser. There is one attempt on the comprehensive final exam. The final exam may consist of multiple-choice questions, short answer questions and problems. You are required to know basic mathematical functions to complete the course. The final exam cannot be taken early or later. There is not a make-up comprehensive final exam. You are not permitted a calculator on the final exam.
Students must score a 50% or higher on the final exam to pass the course with a final letter grade of a ‘C’ or higher and with an overall average of a 70% or higher on all course work including the final. Any student who scores a 49.99 or less will receive no higher than a final letter grade of a ‘D’. However the student can also receive an ‘F’ if his or her overall average including the final exam grade is 59.99% and less.

Example: Student John Doe scored a 47 on the final exam and has an overall average of a 71% including the final. The highest letter grade Student John Doe can receive is a ‘D’.

Example: Student John Doe scored a 40 on the final and has an overall average of a 61% including the final. The highest letter grade Student John Doe can receive is a ‘D’.

Example: Student John Doe scored a 40 on the final exam and has an overall average of a 59% including the final. The highest grade Student John Doe can receive is a ‘F’.

**Grading Scale:**
There is not a curve or grading adjustment in the course. There is **NO** rounding of grades.

- 90% to 100% = A
- 80% to 89.99% = B
- 70% to 79.99% = C
- 60% to 69.99% = D
- 59.99% and below = F

**Do not ask for grades and do not state you need a certain grade or need to pass the course for any reason. Those reasons are not valid. There is not any extra credit assignments therefore do not ask for extra credit work.**

**Grade Protest:**
You must protest any grade result within two weeks of any work such as homework, projects and/or exams. There is no extension. If you do not protest any grade within two weeks after your grade has been submitted to you either on black board, MBC or in the classroom (such as distribution of exam grades) then the protest period is expired and your grade will not be changed after the expiration period.

**Instructor Attendance Policy:**
There is not an attendance policy for the course. It is your responsibility to attend each class session. I do not distribute notes. Any and all notes are written on the dry-eraser board. It is your responsibility to check with a classmate or classmates about any material covered in the class if you are absent. If a student is not able to attend class it is your responsibility to ask your classmates what was covered in the class and obtain any notes and/or homework from your classmates. There is not any makeup work if you miss class. Each of you are adults therefore you must seek out and request that information from your classmates. It is not my responsibility to contact you the students if you are absent. You are not required to send me an email stating you will not be in attendance for any reason.

**Late Work Policy:** Late work is not accepted. You will receive an automatic ‘0’ for not submitting any work by the due date. Completing the homework does not guarantee you a 100% on the assignments. The assignments are graded for accuracy.
**Makeup Exam Policy:** There are no make-up assignments for MBC, Projects, Exams and the Comprehensive Final Exam. The failure to submit MBC Homework and any other assignment will result in a 0 for the particular assignment.

**College Sponsored Events:** If you are in any College sponsored events in which the quizzes and final exam conflicts with activities such as a baseball game, a basketball game or some other college sponsored event you must inform me the first week of class. These are dates that are the same dates for the quizzes and comprehensive final exam. College sponsored events do not change or extend any dates for homework on MBC. I will need verification. You must notify me by March 28, 2016.

**Electronic Devices:** It is your responsibility to have access to the Internet. The college does not purchase Internet access for you to complete your work off campus. It is best to have a high speed Internet such as DSL, Cable or Fiber Optics. A dial up Internet connection will not be sufficient for the course.

**Classroom Electronic Devices:** Electronic devices are prohibited in the classroom. Students must power off mobile phones, laptops, iPads and any other electronic devices. Students will be asked to leave class in the event any device is activated during class such as a mobile phone ringing, a mobile phone sending and receiving text and other uses of electronic equipment. Students are required to stow away all electronic equipment during class. Mountain View College police will escort any student who does not leave on his or her own after being requested to leave the classroom by the instructor. Students are permitted the use of a calculator.

**Certification Procedures:** To be certified for the course you are required to complete at least one assignment on MBC prior to March 29, 2016 and score a 100% on the Certification Quiz no later than 6 pm CST on March 29, 2016. Each student will be certified as attending and participating in the course if you have completed and submitted a Chapter 01 assignment on MBC and scored a 100% on the Certification Quiz on or before March 29, 2016. Participation in the course is submitting the required homework as required. Any student who has not completed and submitted a Chapter 01 Assignment on MBC on or before March 29, 2016 and/or not completed the Certification Quiz with a 100% in the course will not be certified for the course.

**Withdrawing from the Course:**
The withdraw date for this class is April 29, 2016. Each student is required to drop the course at his or her own discretion. I cannot drop you from the course.

**Academic Dishonesty:**
Students that caught plagiarizing an assignment will be subject to an “F” in the course and possible expulsion from the college.

*Academic honesty is expected, and integrity is valued in the Dallas County Community Colleges. Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct published in the DCCCD Catalog. More information is available at [https://www1.dcccd.edu/catalog/ss/code.cfm](https://www1.dcccd.edu/catalog/ss/code.cfm).*
Institution Policies: Please visit http://www.mountainviewcollege.edu/.... For a complete list of institutional policies (Stop Before You Drop; Withdrawal Policy; Repeating a Course; Financial Aid; Academic Honesty; Americans with Disabilities Act Statement; Religious Holidays; and Campus Emergency Operation Plan and Contingency Plan

Course Topics Covered

Chapter 1: Financial Accounting and Business Decisions
Chapter 2: Processing Accounting Information
Chapter 3: Accrual Basis of Accounting
Chapter 4: Understanding Financial Statements
Chapter 5: Accounting for Merchandising Operations
Chapter 6: Accounting for Inventory
Chapter 7: Internal Controls and Cash
Chapter 8: Accounting for Receivables
Chapter 9: Accounting for Long-Lived Assets and Intangibles
Chapter 10: Accounting for Liabilities and Appendix E Time Value of Money
Chapter 11: Stockholders’ Equity
Chapter 12: Statement of Cash Flows

See course Calendar at ecampus.dcccd.edu

Important Dates for My Business Course (MBC) Homework
MBC01 Due March 24, 2016 by 11:59 PM CST
MBC02 Due March 27, 2016 by 11:59 PM CST
MBC03 Due March 31, 2016 by 11:59 PM CST
MBC04 Due April 2, 2016 by 11:59 PM CST
MBC05 Due April 7, 2016 by 11:59 PM CST
MBC06 Due April 11, 2016 by 11:59 PM CST
MBC07 Due April 13, 2016 by 11:59 PM CST
MBC08 Due April 19, 2016 by 11:59 PM CST
MBC09 Due April 23, 2016 by 11:59 PM CST
MBC Appendix E due April 25, 2016 by 11:59 PM CST
MBC10 Due April 29, 2016 by 11:59 PM CST
MBC11 Due May 4, 2016 by 11:59 PM CST
MBC12 Due May 8, 2016 by 11:59 PM CST

Important Dates for Quizzes
Quiz 01 (Chapters 2, 3 and 4) available April 4, 2016 from 12:01 AM CST to 11:59 PM CST
Quiz 02 (Chapters 5, 6 and 7) available April 15, 2016 from 12:01 AM CST to 11:59 PM CST
Quiz 03 (Chapters 8, 9, 10 and Appendix E) available May 1, 2016 from 12:01 AM CST to 11:59 PM CST

Important Date for Proctored Comprehensive Final Examination
May 11, 2016 and May 12, 2016 available at Mountain View College and other DCCCD Testing Centers – You are required to check the dates and times of each DCCCD Testing Center – The final exam does not permit any use of textbooks or notes.
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<thead>
<tr>
<th>Institutional Policies</th>
<th>Mountain View College Syllabi Information</th>
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<tbody>
<tr>
<td><strong>Stop Before You Drop</strong></td>
<td>For students who enrolled in college level courses for the first time in the Fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop. You may drop no more than 6 courses during your entire undergraduate career, unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions. Remember that once you have accumulated 6 non-exempt drops, you cannot drop any other courses with a “W.” Therefore, please exercise caution when dropping courses in any Texas Public Institution of higher learning, including all seven of the Dallas County Community Colleges. For more information, you may access: <a href="https://econnect.dcccd.edu/eConnect/droppingfacts.html">https://econnect.dcccd.edu/eConnect/droppingfacts.html</a></td>
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<td><strong>Withdraw Policy</strong></td>
<td>If you are unable to complete this course, it is your responsibility to withdraw formally. The withdrawal request must be received in the Registrar’s Office by the official drop date for this course (see Course Drop Date mentioned earlier in this syllabus). Failure to do so will result in your receiving a performance grade, usually an “F.” If you drop a class or withdraw from the college before the official drop/withdrawal deadline, you will receive a “W” (Withdraw) in each class dropped.</td>
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<td><strong>Repeating a Course</strong></td>
<td>Effective for Fall Semester 2005, the Dallas County Community Colleges will charge additional tuition to students registering the third or subsequent time for a course. This class may not be repeated for the third or subsequent time without paying the additional tuition. Third attempts include courses taken at any of the Dallas County Community Colleges since the Fall 2002 semester. More information is available at: <a href="http://www.dcccd.edu/pc/cost/3rdcrseattmpt/Pages/default.aspx">http://www.dcccd.edu/pc/cost/3rdcrseattmpt/Pages/default.aspx</a></td>
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<td><strong>Financial Aid</strong></td>
<td>Financial Aid will not be granted to students who have been certified as not attending by the certification date. In lecture classes, students must attend class prior to the certification date. Online students should follow the certification procedures as noted within the class syllabus. For certification dates, check with the division or FAO for further information. Students, who are not certified as beginning class, are responsible for any payments due as a result of non-certification, to include the dropping of courses. Students who are receiving any form of financial aid should check with the Financial Aid Office prior to withdrawing from classes. Withdrawals may affect your eligibility to receive further aid and could cause you to be in a position of repayment for the current semester. Students who fail to attend or participate after the drop date are also subject to this policy. If you are receiving financial aid grants or loans, you must begin attendance in all classes. Do not drop or stop attending any class without consulting the Financial Aid Office. Changes in your enrollment level and failing grades may require that you repay financial aid funds.</td>
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<td><strong>Academic Dishonesty</strong></td>
<td>Mountain View College and the Office of Special Services are committed to upholding the laws and the spirit of Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) signed in 1990.</td>
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<td><strong>ADA Statement</strong></td>
<td>Absences for observance of a religious holy day are excused. A student whose absence is excused to observe a religious holy day is allowed to take a make-up examination or complete an assignment within a reasonable time after the absence.</td>
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<td><strong>Campus Emergency Operation Plan and Contingency Plan.</strong></td>
<td>Mountain View College has developed policies and procedures for dealing with emergencies that may occur on campus. A synopsis of emergency procedures can be found at: <a href="http://www.mountainviewcollege.edu/business/police/Pages/emergencyprocedureenglish.aspx">http://www.mountainviewcollege.edu/business/police/Pages/emergencyprocedureenglish.aspx</a>.</td>
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<td><strong>Contingency Plan:</strong> Mountain View College has developed an Instructional Contingency Plan for Temporary College Closing for On-Campus Courses. Please discuss this contingency plan with your instructor. For distance learning courses, your instructor will use email to contact students in the event of extended technology downtime. To assure work in the class continues, it is important for all students to have an accurate email address recorded in both eCampus and eConnect.</td>
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<td><strong>Disclaimer Reserving Right to Change Syllabus</strong></td>
<td>The instructor reserves the right to amend a syllabus as necessary.</td>
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