Course Information:
ACNT 1303 is a 3-hour course

Prerequisite: None

Instructor Information
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Course Materials
Introduction to Accounting
Publisher: McGraw Hill
Author: Michael Joseph Tydlaska

Course Description
A study of analyzing, classifying, and recording business transactions in a manual and computerized environment. Emphasis on understanding the complete accounting cycle and preparing financial statements, bank reconciliations, and payroll.

WHY STUDY ACCOUNTING?

Every day individuals make decisions that involve choosing between alternatives that have different expected outcomes. These decisions may be of an intimately personal, social, or economic nature, and often there is some doubt regarding which course of action should be taken to achieve the desired objective. This doubt, this uncertainty, can be reduced through the use of relevant information with the result that a rational, more informed decision is made.

Accounting, because it is the primary source of information on economic activity, provides a means for reducing this doubt in the minds of those charged with conducting such activity. Because it includes the production, exchange, and consumption of scarce resources, economic activity is found everywhere in our society. Accounting is nearly as extensive. Wherever economic resources are employed, an accounting is likely to be required to show what was accomplished, at what cost or sacrifice. This follows whether the resources are employed by individuals; employers; churches; some unit of local, state, or national government; or some other organization in which individuals are interested, such as the local hospital.

Thus it follows that the welfare of nearly every individual in our society is affected,
directly or indirectly, by accounting information. This is sufficient reason for maintaining that
some knowledge of basic accounting is essential to every person who seeks to function
intelligently and efficiently in our society.

STUDENT LEARNING OUTCOMES

Upon successful completion of this course, students should be able to:

Given a standard, double-entry based General Ledger system maintained on an accrual basis, you should be able to:

- **Analyze** common business *transactions* and determine the appropriate accounts to be debited or credited.
- **Journalize** the transactions by making an entry in the appropriate journal.
- **Post** the transactions data from the journals to the accounts in the ledgers.
- Prepare a *Trial Balance*.
- Recognize the need for *adjusting entries* and journalize and post the required adjustments.
- Prepare a multiple-step *income statement, statement of changes in owner’s equity*, classified *balance sheet* and *statement of cash flows*
- Journalize and post the *closing entries* at the end of the accounting period.

Using generally accepted accounting principles and procedures, you should be able to:

- Account for the purchase and sale of merchandise and determine the valuation of the merchandise inventory.
- Account for the acquisition, use, and disposition of property, plant, equipment, and intangible assets; including the computation of depreciation and amortization.
- Account for uncollectible accounts receivable and for the receipt or issuance of promissory notes and the related interest income or expense.
- Account for the use of internal controls over cash receipts and disbursements; including the use of a petty cash fund and preparation of a bank reconciliation.
- Calculate and account for the premium or discount on bonds and amortize the premium or discount over the life of the bond.
- Account for the equity of the owners in a business operated as a corporation.
**Evaluation Procedures**
Grade Determination will be based on the projected items listed below and any items assigned during the semester.

**Chapter Quizzes**
There are 13 chapter quizzes. Each quiz will be available after the due date of each Chapter assignment on McGraw-Hill. There is one attempt on each quiz. The due dates for each quiz will be located on the course website – ecampus.dcccd.edu.

**Homework Assignments**

**Projected Weight of Assignments**

- 5 Exams at 10% each = 50%
- 15 Homework Assignments at 3.33% each = 50%

**Grading Scale**
The grading system will be based on grades earned through the examinations and all other assignments.

- A (90% +)
- B (80-89.99%)
- C (70-79.99%)
- D (60-69.99%)
- F (59.99% & below)

All work must be completed and received by dictated deadlines on the website. Please do not procrastinate. Access the E-Campus by starting at the DCCCD home page at www.dcccd.edu and click on the E-Campus link.

**Late Work**
Any assignment or project that is turned in late will not be accepted.

**Email Communication**
Students are required to email the Professor through E-Campus, no exceptions. The Professor will delete any emails sent to him/her sent from a personal email address. The reason being is when a student sends an email thru E-Campus, the email tells the Professor what class the student is in and the name of the student.

**Certification Procedures:** To be certified for the course you are required to be registered on McGraw Hill Connect and have done an assignment prior to February 2, 2016 and participating in the class work. Participation in the course is submitting the required homework as required. A student will not be certified if he or she is only registered on McGraw Hill Connect but not completing assignments.

**Withdrawing from the Course:**
The withdraw date for this class is April 14, 2016. Each student is required to drop the course at his or her own discretion. I cannot drop you from the course.
Academic Dishonesty

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.

Institution Policies

Please visit http://www.mountainviewcollege.edu/Academics/Documents/Institutional%20Policies.pdf for a complete list of institutional policies (Stop Before You Drop; Withdrawal Policy; Repeating a Course; Financial Aid; Academic Dishonesty; Americans with Disabilities Act Statement; Religious Holidays; and Campus Emergency Operation Plan and Contingency Plan.).
Course Calendar

January 30th – Chapter 1 – Student sign in and registration into e-Connect

February 2nd – Census Day
You must be registered into e-Connect to be certified in the course

February 6th – Chapter 2 – “The Language of Business and Analyzing Business Transactions”
February 13th – Chapter 3 – “Analyzing Business Transactions Using T Account”
February 20th – Chapter 4 – “The General Journal and the General Ledger”

February 22nd – Exam 1 – Chapters 1 through 4

February 27th – Chapter 5 – “Adjustments and the Worksheet”
March 5th – Chapter 6 – “Closing Entries and Post Closing Entries”
March 12th – Chapter 7 – “Accounting for Sales and Accounts Receivables”
March 13th to 19th – Spring Break
March 26th – Chapter 15 and 17 – “Accounts Receivable and Uncollectible Accounts and Merchandise Inventory”

March 28th – Exam 2 – Chapters 5, 6, 7, 15 and 17

April 2nd – Chapter 9 – “Cash Receipts, Cash Payments and Banking Procedures”
April 9th – Chapter 8 – “Accounting for Purchases and Accounts Payable”

April 14th – Last day to drop with a W

April 16th – Chapter 12 – “Accruals, Deferrals, and the Worksheet”
April 23rd – Chapter 16 – “Notes Payable and Notes Receivable”

April 25th – Exam 3 – Chapters 8, 9, 12 and 16

April 30th – Chapter 13 – “Corporate Earnings and Capital Transactions a
May 7th – Chapter 21 - Financial Statements and Closing Procedures”

May 12th – Comprehensive Exam