INTRODUCTION TO ACCOUNTING I
COURSE SYLLABUS
FALL 2019

Course Name
ACNT1303 – Introduction to Accounting I

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.

General Information
Course Prerequisite: READING (Concurrent).
Course Level: Introductory
Course Credit Hours: 3
Course Days: Aug. 26 – Dec. 12
Course Time: TR 12:30pm – 1:50pm
Room: W276

Textbook(s) and Supplies
College Accounting: A Practical Approach w/MyLab Acc
Author: Slater
Edition: 14th
ISBN: 9780134832739
Copyright Year: 2019
Publisher: Pearson

Basic Calculator
Two Scantrons 882E

Instructor Information
Instructor: Cencelia Pierre, CPA, MSA, MBA
E-mail: cpierre@dcccd.edu
Telephone: (214) 860-8640
Office Hours: TBD W-220C

Help Desk
Lab: Accounting Lab Assistants
Room: W139
Hours: See Information on Blackboard

NOTE: The instructor reserves the right to modify the course requirements, assignments, grading procedures, and other related policies if circumstances so dictate.
IMPORTANT DATES:
Fall Academic Semester, 2019 - Important Dates

August 26 (M) Classes Begin
September 2 (M) Labor Day Holiday
September 3 (T) Classes Resume
September 9 (M) 12th Class Day (Certification Date)
November 14 (R)* Last Day to Withdraw*
November 28 (R) Thanksgiving Holidays Begin
December 2 (M) Classes Resume
December 9-12 (M-R) Final Exams
December 12 (R) Semester Ends

STUDENT LEARNING OUTCOMES

Upon successful completion of this course, students will:

1. Define accounting terminology.
2. Analyze and record business transactions in a manual and computerized environment.
3. Complete the accounting cycle.
4. Prepare financial statements.
5. Apply accounting concepts related to cash and payroll.
6. Prepare bank reconciliations.

COURSE EVALUATION

<table>
<thead>
<tr>
<th>Coursework</th>
<th>Point Value</th>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>Homework (8)</td>
<td>800</td>
<td>32%</td>
</tr>
<tr>
<td>Quizzes (8)</td>
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<td>32%</td>
</tr>
<tr>
<td>Attendance</td>
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<td>12%</td>
</tr>
<tr>
<td>Mid-term Exam</td>
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<td>12%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>300</td>
<td>12%</td>
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<tr>
<td>Total</td>
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<td>100%</td>
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GRADING SCALE

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<tr>
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<tbody>
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<tr>
<td>2000-2249</td>
<td>B</td>
</tr>
<tr>
<td>1750-1999</td>
<td>C</td>
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<tr>
<td>1500-1749</td>
<td>D</td>
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<tr>
<td>Below 1500</td>
<td>F</td>
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Institution Policies: Please visit www.mountainviewcollege.edu/syllabipolicies For a complete list of institutional policies.