

**PRIOR TO THE FIRST CLASS SESSION, READ CHAPTERS 1 AND 2 PLUS PARTS OF CHAPTERS 11, 12, and 13. ALSO REGISTER FOR WILEY PLUS. YOU WILL BE ABLE TO BEGIN WORKING ON WILEY PLUS HOMEWORK ON 8:00 A.M., APRIL 1, 2009.**

AUGSBURG COLLEGE  
Department of Business Administration  
Principles of Accounting I  
Syllabus (as of 2/10/09)

[Updated versions of this syllabus will be available on Moodle.]

Instructor: Professor Laura Lazar  
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Office Hours: By appointment one-half hour before or after class

Class time: Saturday, 8:00 a.m. – 12:00 p.m.  
Class dates: April 4, 18, 25; May 9, 16; June 6, 20  
Class room: Old Main 206

### **CLASS DESCRIPTION**

This course is an introduction to corporate business activities; the concepts underlying accounting; the accounting cycle; and the preparation and interpretation of financial statements. This course is required course for all business majors.

### **COURSE OBJECTIVES**

Upon completion of ACC 221, students should know the accounting cycle and how to prepare financial statements. They should also know how to report and analyze asset, liability, and stockholders' equity accounts.

### **TEXTBOOK AND CLASS MATERIAL**

- The textbook for the course is Financial Accounting: Tools for Business Decision Making, 4e, Kimmel, Weygandt, Kieso, 2007, available at the Augsburg College Bookstore.
- All students in this section of ACC 221 must purchase a Registration code to access our course site at the WileyPLUS course management system. Registration codes can be purchased at the Augsburg College Bookstore. As soon as I have it, I will add the ACC 221 course URL to this syllabus. (See page 4 of this syllabus for more information.)
- The Augsburg College bookstore sells a study guide and working papers to accompany the Kimmel textbook. Do not buy the working papers. The study guide is purely for your use; we will not use it in class.

### **ATTENDANCE POLICY**

Please be aware of the following dates:  
April 10 - Last day to drop without notation  
May 19 - Last day to change grade option or withdraw from class

Attendance at each of the seven class sessions is expected. I reserve the right to take attendance either at the beginning of the class period or at the end of the class period or at both. In order to receive credit for being present for a given class session, students must be present each time attendance is taken. Any

student who comes late to class or leaves before the class is dismissed will be marked absent for that class period. Let me be clear, students need to be present for the entire class period to be get credit for attendance.

Students who are absent more than one class per term will have their final grade lowered by a .5 per the Augsburg College grading scale. (For example, a student who has missed more than one class period and who has earned a 3.0 for the course will receive a 2.5 as their final grade.) Any student who contemplates missing more than one class period should drop the course. (WEC policy is that a student missing more than one class should drop the course.)

### **QUIZZES AND FINAL EXAM**

A total of 5 quizzes will be given, one in each of the 2<sup>nd</sup> through 6<sup>th</sup> class periods. Each quiz will consist of 25 multiple-choice questions; will be worth 50 points; and will cover the material covered in the preceding class period and the WileyPLUS homework related to it. Quizzes will be given at the end of the class session.

Quizzes may only be taken during the scheduled class time. They may not be taken early nor may they be made up. The lowest quiz score will be dropped. Thus if a student must miss a quiz, that quiz score is the one that will be dropped. Any subsequent missed quizzes will earn a '0'. There are no exceptions to this policy.

A comprehensive final examination consisting of 50 multiple-choice questions will be given during the last class period. Students must take the exam during the scheduled time period. There are no exceptions to this policy.

### **GRADING POLICY**

There will be 5 quizzes. The lowest quiz score will be dropped. The other four will account for 45% of your grade and the final will be 45%. WileyPLUS homework assignments will account for 10% of your grade. There will be no extra credit work available.

Course grades will be assigned based on the total score on the four highest quiz scores, the final exam score, and the WileyPLUS homework in the following way:

4.0	92% or more
3.5	87% - 91%
3.0	82% - 86%
2.5	77% - 81%
2.0	72% - 76%
1.5	67% - 71%
1.0	62% - 66%
0.5	57% - 61%
0.0	Below 57%

You will need a 2.0 grade (72% points minimum) to get a pass on a Pass/Fail basis.

### **WILEYPLUS HOMEWORK (See Page 4)**

All assigned homework must be completed on WileyPLUS. To get credit for this course, you must use WileyPLUS for the assigned homework. You will find WileyPLUS to be a useful tool in providing you a format for doing the homework. (See the fourth page of the syllabus for information about acquiring and registering for WileyPLUS.)

There are 6 assignments on WileyPLUS, one for each of the 1<sup>st</sup> through 6<sup>th</sup> class sessions. Students will have access to each homework assignment at 8:00 a.m. on the Wednesday preceding each class session (For example, Assignment 1 homework for the first class session will be available at 8:00 a.m. on Wednesday, April 1.) Students will have until 8:00 a.m. of the next Saturday class to complete the homework. After the due date, students will still have access to the homework, but what they submit will be marked late, and they will lose 10% of the points they have earned.

### **ACADEMIC HONESTY**

Students should familiarize themselves with the Augsburg College Academic Honesty Policy at <http://www.augsburg.edu/studentguide/>. The Augsburg College Academic Honesty Policy will be strictly enforced.

Be aware that working together on WileyPLUS homework is not a violation of the Academic Honesty Policy; however merely copying another student's WileyPLUS homework is a violation.

### **AUGSBURG ACADEMIC ALERT INITIATIVE**

Augsburg College makes student success a priority. As a result, this course participates in the Academic Alert initiative. As the instructor of this course, I will refer you to your faculty adviser or other campus resources via the Academic Alert process if it is apparent that you are struggling with issues such as attendance, class participation, class preparedness, assignment preparation, and/or test performance.

Academic Alert messages are sent via e-mail to your Augsburg e-mail address. Additionally, alert messages are copied to your faculty adviser and other campus resources. Your adviser may choose to contact you to discuss ways to improve your performance in these areas. You may also be contacted by campus resources regarding your situation. Referrals and departmental outreach are designed to maximize your chances of academic success at Augsburg, not as a punishment.

## **Congratulations! Your instructor requires *WileyPLUS*! Here's what you need to know:**

WileyPLUS is an online teaching and learning solution that will help you reach your full potential in this course and beyond. You can access...

- + **The complete online textbook!**
- + **Extra study aids!**
- + **Online homework!**
- + **And much, much more...**

### **Get Help—and Instant Feedback on your Assignments:**

- You will get immediate feedback and scoring on any assignment you complete. Some questions will contain links to hints, solutions, or the relevant section of the online book.

### **Track your Own Progress:**

- Any work that you submitted will be recorded in a personal grade book, allowing you to track your progress and grades.

**You will need to buy a registration code to access WileyPLUS**—but it's your choice to buy it with—or without the printed text:

- Buy the new, printed text in the bookstore and a WileyPLUS access code will be included at no additional cost.
- If you prefer to only use the online version of your text contained in WileyPLUS—you can save 60% off the price of your new, printed text! **[www.wileyplus.com/buy](http://www.wileyplus.com/buy)**
- Once you purchase your WileyPLUS registration code, you will need to register for WileyPLUS at your class section URL below. Bookmark this URL so you have it for future reference.

Once registered, you can access all of your live courses at [www.wileyplus.com](http://www.wileyplus.com)

To get started, please use the WileyPLUS registration code to register in your Class Section. You will do this by going to the URL listed **make sure you register in the correct Class Section URL!**

**<http://edugen.wiley.com/edugen/class/cls97540/>**

Once you go to the URL, **click on “register” below the email box to start.** Watch this tutorial for more information:

**<http://www.wiley.com/college/twomin/stu/register.html>**

Find more helpful information about WileyPLUS at the 1<sup>st</sup> Day of Class website designed just for YOU!

**<http://www.wileyplus.com/studentdoc>**

If you have any difficulty in registering or accessing? Please contact WileyPLUS Technical Support:

**<http://www.wileyplus.com/supp>**

CLASS SCHEDULE

<b>CLASS SESSION</b>	<b>TOPIC(S)</b>	<b>CHAPTER(S)</b>
<b>SESSION 1</b> April 4	<b>INTRODUCTION TO THE COURSE / CORPORATIONS / THE FOUR FINANCIAL STATEMENTS / FINANCIAL STATEMENT ANALYSIS</b>	Chapter 11 (pp. 532-539) Chapter 1 all Chapter 2 all Chapter 12 (pp. 584-590) Chapter 13 (pp.653-660)
April 10	<b>LAST DAY TO DROP WITHOUT NOTATION</b>	
<b>SESSION 2</b> April 18 <b>QUIZ 1</b>	<b>THE ACCOUNTING SYSTEM / ACCRUAL ACCOUNTING</b>	Chapter 3 all Chapter 4 all
<b>SESSION 3</b> April 25  <b>QUIZ 2</b>	<b>ACCOUNTING FOR MERCHANDISING BUSINESSES / REPORTING AND ANALYZING INVENTORY</b>	Chapter 5 all Chapter 6 all
<b>SESSION 4</b> May 9  <b>QUIZ 3</b>	<b>INTERNAL CONTROL / REPORTING AND ANALYZING CASH AND RECEIVABLES</b>	Chapter 7 (pp. 314-324) Chapter 8 all
<b>SESSION 5</b> May 16  <b>QUIZ 4</b>	<b>REPORTING AND ANALYZING LONG-LIVED ASSETS AND CURRENT LIABILITIES</b>	Chapter 9 all Chapter 10 (pp. 472-480)
May 19	<b>LAST DAY TO CHANGE GRADE OPTIONS OR WITHDRAW FROM CLASS</b>	
<b>SESSION 6</b> June 6  <b>QUIZ 5</b>	<b>REPORTING AND ANALYZING LIABILITIES AND STOCKHOLDERS' EQUITY</b>	Chapter 10 (pp. 480-498) Chapter 11 all
<b>SESSION 7</b> June 20	<b>COMPREHENSIVE FINAL EXAM</b>	