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Hours: MW 7:30-8:00am TTH 7:30-8:30am  Web site: cms.cerritos.edu/talenikov

COURSE OBJECTIVES
In this course, you will be introduced to the basic financial accounting concepts for various types of companies. The corporate form of a business entity will be the primary focus for much of the semester. Financial accounting is concerned with how transactions are recorded and summarized, and how the reports are prepared for external users.

PREREQUISITE AND CO-REQUISITE
ACCT 100 with a grade of C or higher is a mandatory prerequisite for this course.

You are automatically enrolled in the Accounting Tutorial Labs. A complete list of the lab times and locations will be posted in the classroom and on my website.

TEXT
Wild, Shaw, Chiapetta, “Financial and Managerial Accounting: Information for Decisions,” sixth edition, McGraw-Hill, ISBN #1259672034. Students will also need an access code for Connect, the online homework site. Each student is allowed only one Connect account per class. You should purchase this text from the college bookstore because it comes bundled with the access codes that you will need to complete your homework. If you purchase the text elsewhere or purchase a used book, you will need to purchase the on-line access code separately. This is the same text and access code that will be used for the next accounting class, ACCT 102.

Other Supplies: You will need 4 ScanTron #882 forms for the exams. You need to bring a calculator, notebook with paper, and pen or pencil to class on a daily basis.

GRADING

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
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<tbody>
<tr>
<td>Homework (26 @ 4 points each)</td>
<td>104</td>
</tr>
<tr>
<td>P3-6A</td>
<td>10</td>
</tr>
<tr>
<td>Quizzes (12 @ 10 points each, lowest dropped)</td>
<td>110</td>
</tr>
<tr>
<td>Tests (4 @ 100 points each)</td>
<td>400</td>
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<tr>
<td>Essay Assignment</td>
<td>10</td>
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<tr>
<td>Group Computer Project</td>
<td>26</td>
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<tr>
<td>TOTAL POINTS</td>
<td>660</td>
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Letter grades will be assigned according to the following scale:

- 90% - 100% = A
- 70% - 79% = C
- 80% - 89% = B
- 60% - 69% = D

HOMEWORK
You must complete the homework to do well in this class. Most of the homework will be completed using Connect, the online homework web site. The homework assignments reflect the most important chapter concepts and the information on which you are most likely to be tested. The attached schedule indicates the exercises and problems to be worked in class as part of the learning process and as illustration of the lecture and chapter contents; homework is listed separately. The homework assignments are to be completed independently and are due at the start of class on the day of the test which covers that chapter. Homework assignments will NOT be accepted after the due date.
I have prepared chapter outlines for each chapter which we will fill out together as part of the class discussion. The outlines will be posted on my website and you will need to print them out and bring the applicable outline with you to class for each class meeting during which we discuss that chapter!

QUizzes
To help you assess your understanding of the chapter material, a quiz will be given for each chapter. The quizzes will be administered online and will consist of true/false and multiple choice questions and are due on the same day as the homework for that chapter (see attached schedule of activities for due dates). Each quiz is worth 10 points and must be submitted by the due date. You will have 45 minutes to complete the quiz and the quiz may be accessed ONLY ONCE per chapter. Once you access the quiz, the timer starts running and cannot be reset. One quiz will be dropped.

Learn Smart
Learn Smart Modules are included on the Connect website and I strongly encourage you to utilize these modules. Learn Smart adapts and adjusts the content based on your individual strengths and weaknesses, ensuring your time spent studying is the most efficient and productive study time possible. Learn Smart will pinpoint the areas that you are most likely to forget or are having the most difficulty understanding to assist you in truly learning and retaining the information.

Writing Assignment
The business world insists that business students possess adequate writing skills. During the semester you will be required to do a brief writing exercise. This assignment will be graded on content, proper vocabulary, grammar, punctuation, spelling, and following directions. The essay is due by the end of class on Tuesday, September 13, 2016, and will not be accepted late. The essay requirements will be posted on TalonNet.

Computer/Group Assignment
The business world also insists that business students be able to work together, as a group, with co-workers and possess familiarity with accounting computer programs. You will be assigned a group project to be completed using Excel. More specific directions and due dates will be announced as the semester progresses.

Tests
There are four tests throughout the semester. Tests may consist of chapter–oriented problems, true/false questions, matching, multiple choice questions, definitions, and terminology. No notes or study aids of any kind are allowed during exams. You must take the exam on the scheduled date. There are no make up exams. If you miss an exam, you will have an opportunity at the end of the semester to make up the points by taking a comprehensive exam. You will be allowed two (2) hours to complete the tests; if you arrive late you will not be given additional time. Once the test has begun, you may not leave the classroom until your test has been turned in.

For the test you may not use any electronic devices, such as translators. You will be allowed to use a calculator, however, your calculator may not have any alpha numeric or programmable capabilities and you may not use your cell phone as a calculator and you may not share calculators. Cell phones must be stored out of sight during the tests. Anyone who looks at or accesses their cell phone, for any reason, during a test will receive a zero on that test.

The graded tests will be returned within two class meetings after the test is given. Neither the tests nor the answer sheets may be taken out of the classroom. Anyone who takes a test or answer sheet out of the classroom will receive a score of zero for that test. Your Scantron must be in new condition; if your Scantron from does not feed through the Scantron grading machine, it will not be graded.

Being absent is not an excuse and will not allow you to turn in assignments late or make up tests.
ATTENDANCE
You are expected to attend class regularly and to arrive to class on time. Students who arrive late disrupt class and miss valuable information necessary for successful completion of assignments and tests. Attendance will be taken at the beginning of each class and is considered to be extremely important to the successful completion of this course. If you arrive after your name has been called for attendance, you will be marked absent. It is considered extremely rude and disruptive to leave the room during class. If you leave the room, for any reason, before class is dismissed you may be marked absent. Students who are absent for more than 4 class meetings may be dropped from the class (see page 31 of the fall 2016 Schedule of Classes for the official attendance policy).

It is also important to attend class as a great deal of valuable information is discussed in class. If you do miss class, it is your responsibility to find out the information you missed. It is strongly suggested that you get the name, phone number and e-mail address of at least one other person in class in the event that you miss a class meeting.

If circumstances prohibit you from completing the class, it is your responsibility to officially drop the class. As stated on page 26 of the fall 2016 schedule of classes, “The ultimate responsibility of withdraw falls to the student.” The last day to withdraw is November 18, 2016.

E-MAILS
All e-mails sent to me must have your name, student number, and class in the subject line. My responses tend to be short and to the point in an effort to same time and answer all emails promptly. Due to the significant number of students in my classes and the many spontaneous references and examples given during class, I am unable to respond to e-mail or voice messages by students inquiring as to what was covered during a missed class. E-mail is not a substitute for attendance. I am also unable to respond to e-mails regarding information that has already been discussed in class.

CLASSROOM INTERUPTIONS
As a courtesy to your instructor and your fellow classmates, all cell phones, pagers and any other communication devices must be TURNED OFF before entering the classroom. If your ‘device’ makes noise during class, you will be called upon to tell a joke to the class. All jokes must be appropriate for the classroom and telling a joke that is not considered appropriate will result in immediate suspension from the class. No recording devices of any kind, including photos, are allowed to be used in the classroom. All hats must be removed upon entering the classroom. Food is NOT allowed in the classroom.

POLICY STATEMENT
Excessive absences, undesirable citizenship or falsification of work may serve as a basis for a failing grade and/or dismissal from the class. I do not tolerate cheating in any manner, which is considered, but not limited to, copying or letting someone copy from homework assignments, class assignments, projects, quizzes or tests. I expect ethical behavior and integrity inside and outside the classroom. Students who copy or let someone copy or commit academic dishonesty are subject to a score of zero for that assignment and will be dealt with according to the college’s Academic Honesty on page 152 of the fall 2016 schedule of classes.

CONNECT HOMEWORK WEBSITE
Nearly all of the homework will be completed online using Connect, the publisher’s homework website. You will need an access code to register for the Connect website. If you buy a new book from the campus bookstore, the access code is included. If you purchase a book elsewhere, you will need to purchase an access code separately. Whether you have a code or need to purchase a code, YOU MUST USE THE LINK ON THE CLASS TALONNET PAGE TO ACCESS THE HOMEWORK SITE.
STUDENT LEARNING OUTCOMES

1. Identify users of financial information and the information provided by financial statements. Analyze and record service business transactions into the fundamental accounting equation (Ch. 1).

2. Analyze and record service business transactions using the rules of debit and credit into a general journal and post to “T” accounts or the general ledger. (Ch. 2)

3. Analyze and record adjusting entries, and prepare an income statement, statement of retained earnings and a balance sheet. (Ch. 3)

4. Analyze and record merchandise transactions into a general journal, post to “T” accounts or a general ledger and prepare a multiple-step income statement. (Ch. 4)

5. Compute inventory values in a perpetual system using the FIFO, LIFO, average cost and specific identification methods. (Ch. 5)

6. Prepare a bank reconciliation and the resulting adjusting journal entries. (Ch. 6)

7. Calculate and prepare adjusting general journal entries to record the effect of uncollectible accounts receivable using the direct write-off and allowance methods. (Ch. 7)

8. Understand the cost principle for Plant Assets and compute depreciation and the resulting journal entries using the straight-line, units-of-production and declining-balance methods. (Ch. 8)

9. Prepare entries to record transactions related to current liabilities, including short term notes payable a payroll. (Ch. 9)

10. Compute and prepare resulting journal entries for the issuance of Bonds, including the amortization of any premium/discount using the straight-line method. (Ch. 10)

11. Record the issuance of corporate stock and subsequent transactions involving cash and stock dividends and treasury stock purchases and sales. (Ch. 11)

12. Prepare a statement of cash flows using the indirect method for operating activities. (Ch. 12)