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|  | Accounting for Nonbusiness Majors 2000 Spring 2024  Dr. Gary G. Berg 106 Sam Wilson Hall 439-5336 E-mail: [BERGG@MAIL.ETSU.EDU](mailto:BERGG@MAIL.ETSU.EDU) Homepage: <Https://BERGG.ETSU.EDU> |  |

Time: 8:10 – 9:30, M, W

Room: SW 209

Office Hours: (7:30 - 8:00, 11:15 – 12:00 M, W) (3:15-3:45 M)

T, R: I am usually in the office in the morning if you need to see me

**Other**: as arranged

**Note:**

This is a **tentative syllabus** and **subject to revision** as deemed necessary by the instructor **(exam dates and grade weightings included)**. Some items may be added, and some items may be deleted. These revisions, if necessary, will be announced in class and/or posted on my web site. Absent students bear the responsibility for determining if revisions have been made and are responsible for incorporating these revisions in the class material.

**Prerequisite:**

1. Required freshman math courses as defined by the student’s major.

**Required Text:**

1. ***Financial Accounting: A Business Process Approach,* 3rd ed. by Jane L. Reimers (e-text bundled with *MyLab Accounting* access that is purchased online)**

**Course description:**

This course provides an introduction to financial accounting. Accounting, in general, is a system that provides numerical information to people for decision-making purposes. Financial accounting information summarizes the events and transactions of businesses for external users, such as banks and investors. The primary focus will be that of the user (rather than the preparer) of accounting information. At the end of this course, you should be able to read and understand the four basic financial statements.

This course is intended for those with limited or no prior business coursework. **The course is NOT open to students who have earned credit for any other accounting course.** This course satisfies the requirement for the business *minor* (and for other departments’ majors); however, it cannot be used toward a degree in accounting or business.

**Student responsibilities:**

You need to develop, now, the habits that will benefit you in your future career. These habits include:

1. Taking responsibility for your learning.

1. Come to class prepared (do assigned readings and exercises prior to class).
2. Turn assignments in on time
3. In your future career, you will find that missing work/job deadlines is unacceptable and is not tolerated. This class is conducted the same way. **Late assignments will not be accepted.**
4. Ask questions if you do not understand
5. The only way to learn accounting is to keep up with the assignments; the only way to keep up is to attend class. **Do NOT get behind; "cramming" does not work in accounting.**

2. Conduct yourself in a professional manner.

**MyLab Accounting Quizzes:**

Throughout the semester, **eight ten point each quizzes** will be administered on the MyLab Accounting site. All quizzes on MyLab are to be completed and submitted no later than 11:59 p.m. on the dates indicated both on the attached assignment sheet and on the MyLab system. **You are allowed two attempts of 15 minutes each , and MYLab will record the higher score.**

**MyLab Accounting Homework:**

A daily assignment schedule is attached. All homework assignments on MyLab are to be completed and submitted no later than 11:59 pm on the dates indicated both on the attached assignment sheet and on the MyLab system. Some of these assignments are lengthy. **Do not wait until the last minute to complete these assignments!**

The homework assignments are not subject to time limits. Moreover, you can attempt to solve a problem as many times as you wish. MyLab will report your BEST score.

**Note:**  Do not go through the motions in your effort to get the best score. You need to make sure you understand the correct solution. If you fail to understand the correct solution, you will not do well on the four exams.

**Deadlines:**

It is your responsibility to monitor the deadlines for all assignments.

## No late work will be accepted

## There is no extra-credit.

**Exams**

**There will be four exams in this course**

* **Tentative dates on class schedule**

**Topics Covered:**

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| --- | --- |
| **Chapter** | **Topics covered** |
| 1 | Business organizations; users of accounting information; elements of the four basic financial statements; classify transactions as operating, investing, or financing activities |
| 2 | GAAP; accounting principles; elements of financial statements; distinguish cash and accrual basis accounting |
| 3 | Accruals and Deferrals |
| 4 | Cash and Accounts Receivable |
| 5 | Purchase and Sale of Inventory |
| 6 | Acquisition and Use of Long-Term Assets |
| 7 | Accounting for Liabilities |
| 8 | Accounting for Shareholders’ Equity |
| 10 | Financial; Statement Analysis to Evaluate Firm Performance  PowerPoint on D2L |

**ADDITIONAL Notes**

1. **Classroom basics**
   * **Attendance:** I do not take role. Keep in mind that **Students** that attend on a regular basis and stay on top of work will perform better than those that do not. **If you choose not to put forth the effort, have the decency to take responsibility for your actions**
   * **Class Arrival/departure:** If you cannot arrive to class on time, or if you need to leave early, you have an obligation to minimize classroom disruption.
   * **Cell Phones:** **Turn them off and put them away in your pocket/purse**. **There is to be no social networking, texting, etc., during class**. **Cell phone usage during class is a distraction to your colleagues that are serious about their development as a future accounting professional and will not be tolerated**. **Anyone using their cell phone during class will be asked to leave.**
   * **Tobacco**: **There is to be no tobacco product usage in this class. Anyone caught using tobacco products during class will be asked to leave.**
2. **Resources Available/Assignments**

* **Power point lecture outlines** will be available **on D2L** for download. For printout purposes, select the slide handout option in PowerPoint of 2, 3 or 6 slides to a page. Set print option to pure black and white to save on toner/ink cartridges.
* **All assignments will be on MyLab**

1. **Grading Basis** (subject to change)
   1. **Exams (number subject to change)**

Exam #1

Exam #2 ‑‑‑>65%

Exam #3

Exam #4

* Exams are designed to test your understanding of the material, not what you have memorized. Not all exam problems/questions will be a mirror image of homework assignments. In some cases exam problems will be similar to, but not exactly like homework assignments.
* There will be **NO** individual make-up exam. In the event of an **excused** absence from an exam, the **grade achieved on** a **comprehensive final** will be substituted. Unexcused absences will receive an exam grade of **zero. Missing exam due to work is not a valid excuse.**
* **Failure to contact me personally prior to exam will be considered an unexcused absence. Voice mail and email are not acceptable contacts.**
* **Any student athlete or student who will miss an exam for University purposes must let me know prior to the exam and provide appropriate documentation. Failure to do so will be considered an unexcused absence.**
* **Cell phones are to be put away during exams. Anyone caught with cell phone out during exam will receive an automatic zero on that exam**

1. Assignments ( ? ) 35%

**Grading Scale**

|  |  |  |  |
| --- | --- | --- | --- |
| A >=93  A- >=90 <93 | B+ >=87 <90  B >=83 <87  B- >=80 <83 | C+ >=77 <80  C >=73 <77  C- >=70 <73 | D+ >=67 <70  D >=60 <67  F <60 |

1. **Assignments**
   1. All quizzes and homework assignments will be on the MyLab site for this class.
      1. **All assignments** will have a **submission deadline** (**date and time**)
      2. **Time deadline is determined by the MyLab site, not the time that may be shown on your computer.**
2. **Academic misconduct** will not be tolerated. Any incident of academic misconduct will be dealt with in accordance with Departmental, College, and University Regulations. Disciplinary sanctions imposed through institutional procedures will be pursued by the instructor. The instructor has the authority to assign an F for the work in question or an F for the course. Academic misconduct can result in PERMANENT expulsion from the University. Academic misconduct includes plagiarism, cheating on exams.
3. **Important dates to remember**:
4. Last day to drop a class Tuesday March 5
5. Last day to withdraw Wednesday April 24

# ACCT 2000

**Spring 2023(Tentative - Subject to Change)**

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| **Week** | **Reading** | **MyLab quizzes** | **MyLab homework** |
| 1 | **January 16th – 19th**  Make sure that you can access the D2L Content page and locate the class handouts.  Set up your MyLab account, run the MyLab “Browser Check” (the link is on the first page after logging in). | | |
| 2 | Chapter 1 | Chapter 1 Quiz | Chapter 1, parts a & b |
| **Due Jan. 27** | **Due Jan 28** |
| 3 | Chapter 2 | Chapter 2 Quiz | Chapter 2, parts a & b |
| **Due Feb 3** | **Due Feb 4** |
| 4 | **Exam 1 (Chapters 1 and 2)**  **Wednesday Feb 7** | | |
| 5 | Chapter 3 | Chapter 3 Quiz | Chapter 3, parts a & b |
| **Due Feb 17** | **Due FEB 18** |
| 6 | Chapter 4 | Chapter 4 Quiz | Chapter 4, parts a & b |
| **Due Feb 24** | **Due Feb 25** |
| 7 | **Exam 2 (Chapters 3 and 4)**  **Wednesday Feb 28** | | |
| 8 | Chapter 5 | Chapter 5 Quiz | Chapter 5, parts a & b |
| **Due Mar 9** | **Due March 11** |
| 9 | **Spring Break March 13-19** | | |
| 10 | Chapter 6 | Chapter 6 Quiz | Chapter 6, parts a & b |
| **Due March 23** | **Due March 25** |
| 11 | **Exam 3 (Chapters 5 and 6)**  **Wednesday March 30** | | |
| 12 | Chapter 7 | Chapter 7 Quiz | Chapter 7, parts a, b & c |
| **Due April 6** | **Due April 8** |
| 13 | Chapter 8 | Chapter 8 Quiz  **Due April 13** | Chapter 8, parts a & b  **Due April 15** |
| 14 | Chapter 10 |  |  |
| 15 | **Exam 4 (Chapters 7 and 8)**  **Wednesday April 24** | | |