

Accounting 1A Financial Accounting
De Anza College Summer 2015

Instructor: Steve Hurst

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Class M-Tu-W-Th : 12:30 – 2:45 pm

Room: G6

Office Hours: I will be available in the classroom after class

Course Description: This is the first quarter of financial accounting. Topics include identifying and recording transactions, making adjustments, preparing financial statements, accounting for revenues, inventory, cost of goods sold, cash and receivables; and the principles of internal control.

Student Learning Outcomes: At the end of the course the student should be able to:

- Demonstrate a knowledge of double entry accounting for business transactions and adjustments and prepare, explain and analyze financial statements using GAAP.
- Analyze fundamental business concepts, how businesses operate, how accounting serves them, and identify ethical issues in an accounting context.

Teamwork: The class will be divided into groups for the term project. Those in the group will be expected to work together to plan, organize, and analyze the financial statements of a publicly traded company. Each student is expected to submit their own paper. The details of the group project will be provided later in the semester.

Required Materials:

- Financial Accounting 1A, Warren Reeve Duchac (DeAnza version comes with online homework, 2nd custom edition)
- Calculator (no communication ability)

Civility: It is expected that all students will treat others with courtesy and respect, conduct themselves appropriately as to verbal and body language.

Class Lecture: A typical class session will start with an article from the current business news that involves the accounting principles we are learning. (I use primarily the online SF Chronicle and the SJ Mercury business sections) The class lecture centers on the text's PowerPoint slides, which closely follow the headings and subheadings of the respective chapters. *Students should have read the chapter prior to coming to the class so that the lecture will be the second time they have seen the material.*

Accounting is a very "hands on" discipline. A student may read the chapter, listen in class and understand the material presented. *But until the student takes paper and pencil to analyze, record, and summarize transactions, they will not really learn accounting.* Students who shortchange the work may get by during the quarter, but when it is time to take the comprehensive final exam, they usually do poorly.

Quizzes: There will be a quiz as we complete each chapter's homework, usually a short answer question and a problem to confirm your understanding of the basic principles in that chapter.

Homework: The homework will be discussed in class prior to the due date of the assignment. At the end of each chapter in the textbook, there are practice exercises (PE), exercises (E), problem set A (P) and problem set B (PB). Timely completion of the homework is crucial to your success in this course. It has been my own personal experience as well as my observation over the years that the only way to learn accounting is to do it.

I will cover **all** of the answers to the homework in class. You may not have time to copy the answers down if you haven't attempted the homework first. The best way to learn accounting is to have completed the homework before we discuss it in class, then correct your homework in class. Late homework will be marked down.

Attendance and Punctuality: It is my experience that many who receive poor grades in the class also have poor attendance and punctuality. If you are late or absent you may miss quiz points.

Exams: There will be one midterm exam during the quarter and a cumulative final exam. For all exams I will pass out both the exam and the answer sheets. We will review the midterm exam the following class period. The final exam will be comprehensive, covering material from the quarter. There will be no makeup exams unless prior arrangements are made if you need to be absent on the day of the exam.

Grading: Each chapter of homework will be worth 20 points. There will be nine chapter quizzes worth ten points each, for a total of 90 quiz points. The midterm exam will be worth 100 points, the final exam will be worth 200 points. If you score higher on the final exam, as measured by percent, I will replace your midterm exam score percent with the same percent you earned on the final exam. The term project will be worth 100 points.

Cell Phones and Laptops: Cell phones should not be visible or audible during class. If you are expecting an urgent call, put your phone on silent and leave the room to take the call. Having a cell phone visible during an exam will be considered cheating, you will fail the exam. You are welcome to use laptops or other computing devices during class **for class purposes**. If you are caught using such for entertainment during class the device will be confiscated and taken to the Dean. You will not be allowed to bring such devices to class thereafter.

Academic Honesty: Cheating, copying or helping (or allowing) others cheat or copy an assignment, quiz, project or exam will not be tolerated and those involved will fail the course. In addition, students may be suspended from the course and disciplined by the College administration. There will not be any second chances.

Each of the following behaviors will be treated as cheating in this course. If you have a problem following any of these rules, you must notify me in writing immediately at the start of the quarter.

1. Possession of and access to unauthorized materials or equipment during a quiz or exam. This includes but is not limited to cell phones, notes, formulas, tests, answer keys, laptops, ipods, emails, pagers, computer paraphernalia, communication devices, ANYTHING written on your person and other materials not passed out by the instructor. Cell phones cannot be used as a calculator for an exam.
2. Looking at another student's paper during an exam or quiz.
3. Talking about anything, whispering, shouting, or singing during a test. In addition, any form of communication using any type of hand signals, body language, phones or any electronic devices. You and all your possessions must remain silent in consideration of other students.
4. Sharing a calculator with another student during a quiz or exam.
5. Passing or exchanging notes or paper(s) during the homework review, a quiz, or exam.
6. Plagiarism or copying written reports, homework, or other required work.

Please check online for the De Anza **Student Success Center** for tutorial and counseling programs.

Withdrawing From Class: If you are absent anytime the first week of class, and do not notify me the day of the absence or earlier, you will be dropped from the class. However, it is your responsibility to drop the class unless you want to receive a letter grade. Do not assume I will do it for you.