

**Class:** *Financial Accounting I – ACCT 1A62*  
(TTh 8:30-10:45 PM at L81)

**Instructor:** S. Jay Park

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**Office Hours:**

- **In-person:**
  - **Tuesdays (5:00–5:40 PM) at Baldwin Winery Building Office.** (Station #014 – Ext. 8418: Press 014 on the number pad next to the locked door or call 408-864-8418 from your cell-phone.)
  - **Thursdays (5:30 – 6:00 PM) at L81.**
  - **By appointment.**
- **By e-mail: Wednesdays (4:00 – 5:00 PM)**

**Required Course Materials:**

- **Textbook:** *Accounting (26<sup>th</sup> E.) (Accounting 1A with CengageNow) by Warren et al.*
- **Online Study Tool: CengageNow (<http://login.cengagebrain.com>)**
  - **Course Key:** E-Y84E3UXA8XK7T
  - **Registration:** Connect to the class URL (<https://login.cengagebrain.com/cb/entitlement.htm?code=E-Y84E3UXA8XK7T>) and follow the prompts.
  - Most of assignments will be completed through this online study tool and you are required to obtain the access to this site with a stable internet connection. In addition, you are expected to log in the site frequently and regularly.
  - **Dedicated Technical Support URL:** <http://support.cengage.com/magellan/ClassLandingPage.aspx?OptyId=1-20BB4DP>

**Prerequisite:**

- None

**Course Description:**

Financial accounting principles, practices, and procedures related to the preparation and use of accounting records and reports will be discussed. This course concentrates on basic principles of accounting; usage of debits and credits; analysis of business transactions, completed accounting cycle, preparation of the basic financial statements, principles of inventory, preparation of bank reconciliation, basics of internal control, and accounting for receivables. (Chapters 1-9)

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**Student Learning Outcomes:**

- Demonstrate knowledge of double entry accounting for business transactions and adjustments.
- Prepare, explain, and analyze an income statement, statement of owner's equity and balance sheet using GAAP and identify the various users of financial statements.
- Identify ethical issues in an accounting context.
- Analyze fundamental business concepts, how businesses operate and how accounting serves them.

**Course Format:**

*The course is a lecture course and will be of a “half-flipped classroom” format which is made up of lectures, illustrations, in-class exercises, group discussions, in-class quizzes, and post-class homework assignments – all of which are intended to reinforce your *pre-class reading* of each chapter. **Pre-class preparation, attendance, and timely completion of post-class homework assignments** will be critical to your success in this course.*

**Basis of Grade:**

	<u>Points</u>	<u>% of Grade</u>
Homework	100	20%
In-class Quizzes	80	16%
Midterms (2)	160	32%
Final Exam	<u>160</u>	<u>32%</u>
Total Points	<u>500</u>	<u>100%</u>

**Homework:**

There will be *nine* 12-point homework assignments (one for each chapter) covering the corresponding chapters that will have been already discussed in the class and they will be completed and submitted in *CengageNow*. Assignments are usually due right before we start discussing the next chapter but you should carefully check the due date of each assignment posted in *CengageNow*. It is important to stay current with all homework assignments and, therefore, there will be *10% penalties* for late submissions.

You can submit assignments after due dates but *only until* the night right before the next exam covering corresponding chapters. Suggested answers and solutions will be made available in *CengageNow* when the assignments are closed and become unavailable for additional taking.

*The maximum score will be 100 points.*

### **In-class Quizzes:**

There will be *nine* 10-point inc-class quizzes (one for each chapter) which will focus on measuring your comprehension of the subjects of each chapter. They will also serve as small sample tests and tools for group discussions. In addition, there will be **no makeup without any exception.**

*The maximum score will be 80 points.*

### **Midterm Exams:**

There will be 2 closed-book midterm exams (80 points each) and the better of the two will be doubled and included in final grading. **No make-up** will be given except for the situations stated below under “Make-up for Midterm Exams” section.

### **Final Exam:**

This is a 2-hour long comprehensive closed-book final exam covering all 9 chapters discussed during the quarter. As stated in the school webpage, *you are responsible for taking the final exam at the time pre-scheduled by the school.* Refer to the weekly course calendar at the end of this syllabus or the school webpage for more details.

### **Extra Credit Assignments:**

There will be *ten* additional *pre-class* assignments (3 points each) in *CengageNow* for extra credit to encourage and facilitate your pre-class preparations. These are usually due right before we start discussing the corresponding chapter but you should carefully check the due date of each assignment posted in *CengageNow*. It is important to complete all pre-class assignments on time and, therefore, there will be *1 point penalty* for each late submission. You can submit these assignments after due dates but *only until* the night right before the next exam covering corresponding chapters.

*The maximum score will be 25 points.*

### **Grading Scale: No curve on grading**

	<u>Points</u>	<u>% of Total</u>	
A Grade	450-500	90-100%	(A+ = 98-100% A- = 90-92%)
B Grade	400-449	80-89%	(B+ = 87-89% B- = 80-82%)
C Grade	350-399	70-79%	(C+ = 77-79%)
D Grade	300-349	60-69%	(D+ = 67-69% D- = 60-62%)
F Grade	below 300	Below 60%	

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**Attendance:**

Regular attendance is an obligation assumed by you at the time of registration and it is an integral part of your learning process. You will be marked absent if you don't show 30 minutes after class starts. **You may also be dropped by the instructor if you miss 3 consecutive classes or 50% of the classes at anytime during the quarter.** Also, late entries or early exits from class are disruptive to the class and should be avoided.

**Student's Other Responsibilities:**

- **Withdrawal:** As stated in the Schedule of Classes, it is your responsibility to drop or withdraw from the class other than the situation described above in "Attendance" section. If, for any reason, you do not complete the course and the appropriate forms are not timely completed and filed with the Office of Admissions and Records *by you*, you will receive a failing grade for the course. **Check the school website (<http://deanza.edu/calendar/falldates.html>) for drop/withdrawal deadlines and other important dates.**
- **Keep all electronic devices, such as cell-phone and laptop, except for calculator, off the table during the class.** If you plan to use e-book for the class or have other reasons that you should use electronic devices, *you should obtain an explicit permission from the instructor in advance.*
- Also all other disruptive classroom behaviors such as side-talking, sleeping, reading other material, eating, monopolizing discussion time, refusing to participate in classroom activities will not be allowed. Those who engage in serious disruptive behaviors may be asked to leave the classroom.
- Bring a *calculator* and the *textbook* to each class meeting and a simple 4-function-key calculator is recommended. **Calculators with financial and/or text-writing functions (and cell-phones) will not be allowed for the exams and in-class quizzes.**
- If you were absent for any class, it is your responsibility to find out what you missed. You are strongly advised that you call a classmate and obtain any class handouts/notes/announcements you missed in a timely manner.
- **You should check your emails** (with the email address you provided to the school at registration) **on a regular basis** for messages and hand-outs from the instructor.

**Academic Integrity:**

I expect that we all treat each other with courtesy and respect. I also expect all students to do their own work unless explicitly instructed otherwise. If you violate this policy, you will be subject to disciplinary actions including, but not limited to, being sent to the Dean of Student Services and/or getting a grade of "F." If the problem concerns more than one student, all students involved will be disciplined. Let's not have any problems of this nature. You can refer to the Student Handbook of the school at (<http://www.deanza.edu/studenthandbook/academic-integrity.html>) for more details of the school policy of the matter.

### **Make-up for Midterm Exams:**

Make-up for midterm exams will be given *only* in the following circumstances with proof and **there will be no exceptions**.

- School required absences such as field trips and athletic events, not including practices: *Make-up must be arranged at least two weeks in advance.*
- Jury duties: It must be communicated in advance and a copy of the sermon must be submitted at that time.
- Emergencies such as accidents, serious illness, and family issues: These must be accompanied by *written support from a third party* such as an accident report, doctor's note, and etc. Emergencies are very rare and you must contact and inform the instructor of the situation no later than 24 hours after the scheduled time of the exam that was missed.

### **Academic Accommodations:**

Students with learning challenges, supported by documentation from the Disability Support Services Center, should inform the instructor as soon as possible but *no later than 2 weeks before the first exam of the quarter*. Accommodations will not be provided without proper documentations. See more details at (<http://www.deanza.edu/dsps/index.html>)

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### Weekly Course Calendar

	<i>Class</i>	<i>Topic</i>	<i>Measurement</i>
Week 1	09/22 09/24	Course Overview & Ch. 1 Chapter 1	
Week 2	09/29 09/30	Chapter 2 Chapter 2	Quiz
Week 3	10/06 10/08	Chapter 3 Chapter 3	Quiz Quiz
Week 4	10/13 10/15	<b>Midterm I (Ch.1 – Ch.3)</b> Midterm I Review & Chapter 4	<b>Exam</b>
Week 5	10/20 10/22	Chapter 4 Chapters 4 & 5	
Week 6	10/27 10/29	Chapter 5 Chapter 6	Quiz Quiz
Week 7	11/03 11/05	Chapter 6 Chapters 6 & 7	Quiz
Week 8	11/10 11/12	<b>Midterm II (Ch.4 – Ch.6)</b> Midterm II Review & Ch.7	<b>Exam</b>
Week 9	11/17 11/19	Chapter 7 Chapter 8	Quiz
Week 10	11/24 11/26	Chapters 8 & 9 <b>(No Class: Thanksgiving Recess)</b>	
Week 11	12/01 12/03	Chapter 9 Chapter 9 & Quarter Review	Quiz Quiz
Week 12	12/08 (Tue.)	<b>Comprehensive Final Exam*</b>	<b>Exam</b>

**\* 8:30 PM-10:30 PM at L81: You are responsible to take the final exam at the scheduled time.**

*Note: This calendar is tentative and subject to change based on class progress.*