

JACKSON COMMUNITY COLLEGE
PRINCIPLES OF ACCOUNTING I
ACCOUNTING 231
WINTER 2009

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JCC Office Hours: By Appointment

JCC Catalog Description: ACC 232 PRINCIPLES OF ACCOUNTING I:

This course is designed for business and accounting majors or the transfer student. Learn the theory and practice of recording data and preparation of financial statements in accordance with Generally Accepted Accounting Principles (GAAP) with an emphasis on sole proprietorships. Current software will be utilized and previous computer experience is strongly recommended. This is an introductory accounting course required for some BUA and all ACC majors. Students should consider their academic program and select ACC 211, ACC 216 or ACC 231 for the appropriate introductory accounting course. Success in this class depends upon strong analytical problem solving skills, basic computer skills and your dedication. **Prerequisites: ENG 085, ENG 090, MTH 120 and CIS 121**

Required Text Materials: Accounting, Warren, Reeve and Duchac, 23rd edition

Other Required Materials: simple calculator, pencils, flash drive and computer access

Class Meeting: 6:00 to 7:56 PM, Mondays in BW 107, Wednesdays in BW 116

Office Hours: By Appointment

JCC Associate Degree Outcomes (ADO's): The Board of Trustees of Jackson Community College has determined that all JCC graduates should develop or enhance certain essential skills while enrolled in the college. ADO #3 and #8 will be addressed in this course. ADO #3 represents student understanding of computational skills and mathematical reasoning, and ADO #8 represents student understanding of personal and ethical responsibility.

Project Success Day: On Tuesday, 2/3/09, JCC classes are replaced with Project Success Day sessions. This is a special day of workshops and seminars with your college success in mind. You are strongly encouraged to attend.

Center for Student Success: Students requiring special assistance (including those affected by the Americans with Disabilities Act) should contact the Center for Student Success at 517-787-0800. This is the first step in acquiring the appropriate accommodations to facilitate your learning.

Methods to achieve objectives: discussion, lecture, mutual explanation, team problem solving, group practice work, individual homework, quizzes, examinations, special projects and practical application of the text

Cell Phones: Please make sure to turn off your cell phone ringer before joining our class.

Attendance & Participation: Your regular attendance and active involvement in our class will directly correlate to how well you do with this class. If you attend every class, work on all class activities and complete all assignments, you will do very well with ACC 231.

Academic Honesty: Be careful not to plagiarize. Plagiarism is defined in The American Heritage Dictionary as "...using another's ideas as one's own..." All assignments related to this class are to be your own work. The JCC Catalog defines academic honesty as "...the ethical behavior that includes (students') producing their own work and not representing others' work as their own..." The consequences of academic dishonesty include failure for the assignment and/or failure in the course overall.

Due Dates & Late Work: All assignments are due at 6:00 PM at the beginning of class on the date due. See below for a detailed schedule of assignments and due dates. Assignments turned in on the same day but after 6:00 PM will be reduced 25%. Assignments turned in on the next day will be reduced by 50%. Two days late = 0.

Homework: Homework will be assigned for each chapter of material and is required to be prepared using Microsoft Excel or Word. Homework is usually due on Mondays.

Comprehensive Problems/Projects: Comprehensive Problem #1 is due on 3/16/09, and Comprehensive Problem #2 is due on 5/11/09.

Tests: There will be 4 tests on Wednesdays covering about 3 chapters of material each. You can always arrange to take an exam early. Plan ahead to attend all test dates.

E-Mail/Computer Caution: Always sign your e-mails with your first and last name. Please put "ACC 231" in the subject line of your e-mails. Always save your work and have a back-up copy. Please ask questions and get help early with any concerns you may have including computer problems. Call, e-mail, stop by...I am here to help you!

Important Dates for 09WN:

- 1/12/09 1st day of the semester
- 1/19/09 NO CLASS – Staff Development Day
- 2/3/09 NO CLASS - Project Success Day
- 3/9-3/14/09 NO CLASS – Spring Break
- 5/12/09 Last day of the semester
- 5/13/09 Graduation Ceremonies

GRADING POLICY:

Requirements:		Grading Scale:		
Homework – 12 @ 20 points	240	4.0	A	93-100%
Ethics Cases – 4 @ 10 points	40	3.5	AB	88-92%
Tests – 4 @ 100 points each	400	3.0	B	83-87%
Comp Problems – 2 @ 100	200	2.5	BC	78-82%
Participation	20	2.0	C	73-77%
Final Exam	100	1.5	CD	68-72%
Extra Credit – 20 points		1.0	D	63-67%
		0.5	DF	58-62%
Total Points Available	1000	0.0	F	0-57%

Note: This syllabus is not a contract: it is a plan for the course. Each course and each group of students is unique. We may do more or less work than is outlined above. Total points in the course may be altered to reflect the dynamics of our class.

ACC 231 - WINTER 2009 - SEMESTER SCHEDULE

<u>Week #</u>	<u>Class Dates</u>	<u>Chap.</u>	<u>Focus</u>	<u>Homework</u>	<u>PG#</u>	<u>Due Date</u>
1	1/12 1/14	1	Introduction Financial Statements	*PR 1-2A, *PR 1-6A, SA 1-3 together	37, 39, 45	1/21
2	1/21	2	Transactions	*PR2-1A,	86	1/26
2.5	1/26 1/28	2 3	Transactions - continue Adjustments - begin	*PR2-2A, *PR2-4A, *PR2-6A, *PR3-1A	87, 88, 98, 133	2/2
3.5	2/2 2/4	1-3	Test 1	Comp Problem 1 Parts 1, 2 and 3	196-7	CP1 - some 2/9
4.5	2/9 2/11	3	Adjustments	PR3-2A, PR3-4A, *PR3-5A	133, 135	2/16
5.5	2/16 2/18	4	Month End	*PR 4-6A	189	2/23
6.5	2/23 2/25	5	Systems	PR 5-5A	242	3/2
7.5	3/2 3/4	3-5	Test 2	Comp Problem 1 All Parts	196-7	CP1 - all 3/16
8.5	3/16 3/18	6	Merchandising	*PR 6-1A, PR 6-5A	299, 300	3/16
9.5	3/23 3/25	7	Inventory	*PR 7-1A, *PR 7-2A, *PR 7-3A, EX 7-2	344, 340	3/30
10.5	3/30 4/1	8	Cash	*PR 8-2A, *PR 8-3A, *PR 8-5A, SA 8-2	387, 388, 388, 393	4/6
11.5	4/6 4/8	6-8	Test 3	Comp Problem 2 Parts 1, 2 and 3	306-308	CP2 - some 4/13
12.5	4/13 4/15	9	Receivables	PR 9-1A, *PR 9-2A, PR 9-4A, PR 9-6A	431-434	4/20
13.5	4/20 4/22	10	Long Term Assets	PR 10-2A, PR 10-3A, PR 10-5A, PR10-6A (using no templates)	478-479	4/27
14	4/27 4/29	11	Short Term Liabilities	PR 11-1A, *PR 11-5A, PR 11-6A	519-522	5/4
15	5/4 5/6	9-11	Test 4	Comp Problem 2 All Parts	306-308	CP2 - all 5/11
16	5/11	1-11	Final Exam	n/a	n/a	n/a

* Excel template file provided for you at <http://academic.cengage.com/accounting/warren>

Principles of Accounting 231/232
Warren Reeve Fess text, 23rd edition
Course Resources

<http://academic.cengage.com/accounting/warren>

This website is a very important course resource for you. Use it and you will improve your grade in this class. This web site is like a treasure chest of materials designed with student success in mind. Mark this site as a “favorite” on your computer and consider it your study buddy, study guide, and virtual TA (teacher assistant). Here’s how to use it and what you will find...

- #1 Open the website above
Find “Accounting” 23e
Find the “Students” section to the right
Click on “Companion Site” in the student section

- #2 Select a chapter using the dropdown in the upper left hand corner
Find the following resources in the left hand toolbar:

- Flashcards
- Glossary
- Blank Working Papers
- Classification of Accounts
- Excel Templates
- How to use this textbook
- Basics

www.jccmi.edu (Online Class Resources / Educator/Moodle)

Educator has been replaced with Moodle. As we work through the semester, we will talk about whether or not we will use Moodle for this course. In the past, items have been made available online in Educator for ACC 232 students to access at any time:

- Grades
- Announcements
- Excel template files
- Other files for our course

ACC 231
Extra Credit Option
20 Points – Due 5/4/09
Mona Carmody

Internet Search on Accounting Help Websites:

Requirements: Prepare a 1 to 2 page paper. Edit your writing closely. Turn in no later than 5/4/09.

Steps:

1. Go online and find 10 websites designed to help accounting students
2. List the 10 websites
3. Pick your top 3 websites and spend time with each website
4. Write about those 3 websites responding to the following:

Part 1 - Describe the website overall

Part 2 - List the features in the website

Part 3 – Describe the target audience for this website

Part 4 - Describe why you picked this website as one of your favorite (give at least 3 good reasons as to why this website seems helpful to you)