**JACKSON COLLEGE OFFICIAL COURSE OUTLINE**

**Course Information**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Course Prefix/Number | | ACC 131 | | Credits | | | 4 | | Title | Introductory Accounting for non-majors | | | | |
|  |  | | |  | | |  | |  |  | | | | |
| Lecture/Discussion | 4 | | hrs/semester | |  | Lab | | 0 | | hrs/semester |  | Clinical | 0 | hrs/semester |

**Catalog Description and Pre- and Co-requisites (Must be the same as in the taxonomy and catalog)**

This course is designed for the business professional who must have an understanding of financial and managerial accounting as it is used in decision making. This course is not for transfer students seeking a bachelor’s degree or for accounting majors. Learn about annual reports, financial statements, balance sheet accounts and accounting transactions. Focus on how accounting information is used in decision making and not on the mechanics behind that accounting information. This is an introductory accounting course required in some program areas. Students should consider their academic program and select either ACC 131 or ACC 231 for their first accounting course

**General Education Outcomes (GEOs) Addressed in this Course (if appropriate)**

N/A

**Knowledge, Skills and Abilities Students Acquire from this Course (Educational Objectives)**

1. Identify the users of accounting information and their individual needs.

2. Read and understand the information communicated on a balance sheet, income statement, statement of retained earnings and statement of cash flows.

3. Understand the qualitative characteristics that make financial reporting useful.

4. Compute and interpret financial ratios that focus on liquidity, solvency, efficiency and profitability.

5. Understand the accounting cycle as it relates to the preparation of financial statements.

6. Distinguish between cash basis and accrual basis accounting.

7. Relate basic accounting concepts to the preparation of the financial statements.

8. Evaluate a company’s internal controls and identify potential weaknesses.

9. Communicate both orally and in writing in an accounting context.

10.Analyze and develop multiple solutions for ethical dilemmas faced in today’s business

environment.

**Units/topics of Instruction**

Business Organization, Accounts Types, Business Transactions, Cash and Accrual Accounting, Month-end Adjusting and Closing, Financial Statements, Reporting and Regulations, Special Topics for Management, Decision Making for management, Ethics

**Instructional Techniques and Procedures**

Online video demonstrations, samples of completed entries and reports, online discussion, practice problems, case problems, quizzes, homework and projects

**Instructional Use of Computer or Other Technology**

There are no instructional technology needs anticipated for this class. Students needs to have a functional computer with internet access.

**Instructional Materials and Costs to Students**

Students will be required to purchase a textbook package including textbook and online homework system.

**Skills and abilities students should bring to the course:**

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| --- | --- | --- | --- | --- | --- | --- |
|  |  | a limited amount of material | |  |  | basic, pre-algebraic problems |
| Able to read | **X** | an average amount of material | | Able to compute | **X** | simple algebraic problems |
|  |  | an above average amount of material | |  |  | higher order mathematical problems |
|  |  |  | |  |  |  |
|  |  | relatively easy material | |  | **X** | short compositions |
| Able to read | **X** | moderately difficult material | | Able to write |  | medium length compositions |
|  |  | technical or sophisticated material | |  |  | lengthy compositions |
|  | | | | | | |  |  |  |  |  |
|  | **X** | | keyboard skills/familiar with computer |  |  |  |
| Able to use |  | | computer application | Other necessary |  |  |
| technology | **X** | | web navigation | Abilities |  |  |
|  |  | |  |  |  |  |

**The course is usually scheduled:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Day: |  | Fall |  | Winter |  | Spring | Evening: |  | Fall |  | Winter |  | Spring |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Online: | **X** | Fall | **X** | Winter | **X** | Spring |

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| **Prepared by Suzanne Long** |  | **Date 11/18/2019** |
| **Approved by Dept. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  | **Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Approved by Dean \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  | **Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Approved by Curr. Comm. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  | **Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |