



COURSE SYLLABUS & OUTLINE

Course Title:	ACCOUNTING 002, INTRODUCTORY ACCOUNTING II
Semester:	Spring, 2015
Location:	West Los Angeles College, CE-204
Class Dates:	February 10, 2015 to June 04, 2015 Tuesdays and Thursdays, 6:45 p.m. to 9:20 p.m.
Instructor:	Ana R. Valdivia, CPA
Contact Info:	valdiva@wlaac.edu and anaval.08@gmail.com
Office Hours:	By appointment between 6:15 – 6:45 p.m., Tuesdays and Thursdays

Required Readings:

Textbook: Fundamental Accounting Principles, 21/e
Wild, Shaw, Chiappetta

Recommended Readings: (To be determined)

Course Description:

Accounting principles and procedures relating to partnerships and corporations, accounting for manufacturing, cost accounting, branch and department accounting, interpretation of financial statements, supplementary statements, data processing and management controls are covered.

This course is acceptable for Management 1B credit at UCLA.
(PREREQUISITE: Accounting 1 or Accounting 21 and 22 with a grade of “C” or better.)

Goals and Objectives:

Upon completion of this course the student will have the ability to:

1. Identify characteristics of Corporations and their organization.
2. Describe the components of stockholders equity and explain the characteristics

¹ Courtesy of Google Images

- of both common and preferred stock.
3. Understand the distribution of dividends, the recording of treasury stock transactions and ratio analysis.
 4. Compare bond financing with stock financing using present value computations. Assess debt features and their implications.
 5. Identify the different classes of investments in securities.
 6. Record transactions listed in foreign currency and rates of exchange between currencies.
 7. Prepare and interpret the statement of cash flows.
 8. Analyze and interpret financial statement information to better understand company performance and financial position.
 9. Describe the major characteristics of managerial accounting and the reporting of manufacturing activities.
 10. Record the flow of costs of material, labor, and overhead in a cost accounting system.
 11. Apply cost, volume and profit analysis for managerial decision making.
 12. Understand the importance of budgeting in planning future business activities.
 13. Evaluate tools and procedures used in making managerial decisions.
 14. Explain and apply the principle objectives and practices of proper internal control and/or evaluate ethical standards in a given business situation.
 15. **Institutional Student Learning Outcomes include:** Critical Thinking, Quantitative Reasoning, Technical Competence, and Ethics.

Grading:

Course grades will be based on completion of assignments as follows:

7 exams will be administered during the semester ranging from 40 to 50 points each, for a **total of 295 exam points**. With the exception of the first exam, exams will test two chapters at a time; however, this is subject to change at instructor's discretion.

Grading Scale is as follows:

- A** = 90% - 100% (266 – 295 pts)
- B** = 80% - 89% (236– 265 pts)
- C** = 70% - 79% (206 – 235 pts)
- D** = 60% - 69% (177– 205 pts)
- F** = 50% - 59% (176 pts or less)

- At instructor's discretion an optional financial analysis *project* may be assigned during the semester. ***The optional project may replace the lowest graded exam.*** (For example, if you know that during the semester you will have to miss a scheduled exam due to other known or unforeseen commitments, the optional financial analysis project will take the place of the missed exam.) **Please note, this is a one-time opportunity. Absences on scheduled exam dates in excess of one will not be granted extra credit or make-ups.**
- Any other extra credit assignments will be granted at instructor's discretion. However, extra credit will not replace any of the scheduled exams.
- Please note that **ALL COURSE GRADES ARE FINAL.**

Expectations:

1. Attendance: In order to achieve success in Accounting, regular participation in classroom and homework activities are extremely important. Participation will be important to your success and learning in this class. Class discussions may be based on in-class material, homework questions, relevant, current events, and/or case studies – you are encouraged to engage. **I expect your attendance to be both regular and punctual. A sign in sheet will be provided at the beginning of each class. Although attendance/participation will not be tracked for grading purposes, it may be considered when making judgment between an “A” or “B.”** It is your responsibility to notify me regarding attendance problems before it leads to exclusion. Please refer to the college catalog regarding attendance procedures and exclusion policies of the college.
2. Although the class outline (included on last page of this syllabus) gives a rough estimate of the dates exams will take place as well as the material to be tested, actual exam dates and content will be announced in class. It is your responsibility to make sure you know these dates and the material to be tested.

Homework:

The amount of time you spend studying is the sum of your study habits, the grade you desire and how you use your time. You should anticipate, at least, 2 hours of study for each hour spent in class. Homework will not be collected, although it may be reviewed at the instructor's discretion and will be discussed during class meetings.

Make-ups and Late Work:

There are no make-up exams – this is not negotiable! (If you don't have the time for this class, you can always consider taking it in the future when you have the time needed.)

Other Useful Information:

- Please bring your book, notebook, and pen/pencils to class each day.
- Basic function calculator. **PLEASE NOTE, USE OF CELL PHONE CALCULATORS WILL NOT BE ALLOWED DURING AN EXAM – NO EXCEPTIONS!**
- Resources available include: the library for quiet, focused studying and tutoring at no cost in the LRC.

Basic Class Rules:

1. Common courtesy and respect towards others. Please remember the golden rule: ***Treat others as you would be expected to be treated.***
2. No powered “on” cell phones, ipods, or any other electronics. **These must all be turned OFF once you enter this classroom. If cell phones ring in class you will be asked to leave and it will be counted as an absence.**
3. It is the students responsibility to notify the instructor of any emergencies, etc.
4. It is the students responsibility to formally drop the class if you don’t think this is a good match, good timing, etc. Please refer to the college catalog regarding attendance procedures and exclusion policies of the college.
5. Make your best effort, study, and have a little bit of fun! 😊 (I’m always available to answer questions or, at a minimum, help you find answers – don’t hesitate to ask!)

Closing Comments:

It’s my sincere hope that this class is a comfortable learning environment for all that are truly interested in being a part of it, that each of you enjoy the class, and that you learn information that you find useful for your future career and/or education goals.

Class Outline ** :

<u>Week #</u>	<u>Dates</u>	<u>Chapter</u>	<u>Description</u>	<u>Assignment/Quiz/ Exams</u>
1	02/10	Ch.13	Welcome & Introduction	• Read Ch.13
1 & 2	02/12 & 02/17	Ch.13	Accounting for Corporations	• Problems to be announced in class.
3	02/19	N/A	Exam # 1 (Ch.13)	• Read Ch. 14
3 & 4	02/24, 02/26, & 03/03	Ch. 14	Long-Term Liabilities	• Problems to be announced in class.
4 & 5	03/05 & 03/10	Ch.15	Investments & International Operations	• Problems to be announced in class.
5	03/12	N/A	Exam # 2 (Ch.14 & 15)	• Read Ch. 16
6 & 7	03/17 & 03/19 ¹ , 03/24	Ch.16	Intro to Reporting the Statement of Cash Flows	• Problems to be announced in class.
7	03/26	Ch.17	Analysis of Financial Statements	• Problems to be announced in class.
8	03/31	N/A	Holiday – campus closed.	• N/A
8	04/02	N/A	Exam #3 (Ch. 16& 17)	• Read Ch.18
9	04/06 – 04/10	N/A	Spring Break!	• Enjoy ☺
10	04/14 & 04/16	Ch.18	Managerial Accounting Concepts and Principles	• Problems to be announced in class.
10 & 11	04/16 & 04/21	Ch. 19	Job Order Cost Accounting	• Problems to be announced in class.
11	04/23	N/A	Exam # 4 (Ch.18 & 19)	• Read Ch. 20
12	04/28	Ch. 20	Process Cost Accounting	• Problems to be announced in class.
12 & 13	04/30 & 05/05	Ch.21	Cost Allocation and Performance Measurement	• Problems to be announced in class.
13	05/07	N/A	Exam # 5 (Ch.20 & 21)	• Read Ch. 22
14	05/12 & 05/14	Ch.22	Cost-Volume Profit Analysis	• Problems to be announced in class.
14 & 15	05/14 & 05/19	Ch.22 & 23	Cost-Volume Profit Analysis (cont) & Master Budgets and Planning; Flexible Budgets and Standard Costs	• Problems to be announced in class.
15	05/21 ²	N/A	Exam # 6 (Ch. 22 & 23)	• Read Ch.24
16	05/25	N/A	Holiday – campus closed.	• N/A
16	05/26 ¹	N/A	No class scheduled	• Reading & Problems to be announced in class.
16	05/28 & 06/02	Ch.24	Flexible Budgets and Standard Costs	• Problems to be announced in class.
16 & 17	05/28 & 06/02	Ch. 25	Capital Budgeting and Managerial Decisions	• Problems to be announced in class.
17	06/04	N/A	Exam # 07 (Ch. 24&25)	• Enjoy your holidays! ☺

****Dates provided are approximate; these are subject to revision, at instructor's discretion.**

¹ No class scheduled – will be out of town for continuing education event.

² Proctored.

Summary of Exam Results:

<u>Exam #</u>	<u>Points Earned</u>	<u>Total Points Possible</u>	<u>Letter Grade</u>	<u>Notes</u>
1				
2				
3				
4				
5				
6				
7				
Total				

Student Questionnaire:

What is your major?

What do you hope to gain from taking this course? What's your overall goal with regards to this class?

Do you have any work experience in the accounting/finance area?

Are you taking other classes here at WLAC or elsewhere? If yes, how many other courses are you taking?

Fun fact: Please share something fun about you – it can be anything you feel comfortable sharing (i.e., hobbies, career changes, music, ice cream flavor).

Name (optional) _____ Date _____