

**COURSE SYLLABUS AND SCHEDULE**

**Welcome to the Fun Course!**

**COURSE SYLLABUS AND SCHEDULE**

*Subject to Change*

**ACCOUNTING 2 SPRING 2017**

Section 8237

Online from March 6 through June 4, 2017 – Thirteen Weeks

**WEST LOS ANGELES COLLEGE**

**LORENZO YBARRA, CPA, MBA  
ASSISTANT PROFESSOR**

**WARNING:** THIS IS A FIVE-UNIT COURSE OF TWELVE WEEKS ONLY (THIRTEEN CALENDAR WEEKS) RATED AT 6:35 CLASSROOM HOURS PER WEEKS. PREPARATION AND ASSIGNMENT TIME WOULD BE ADDITIONAL 13:00 HOURS PER WEEK FOR MOST DEDICATED STUDENTS. PLEASE **PLAN SUFFICIENT TIME** FOR THIS INTENSIVE COURSE.

**REQUIRED TEXTBOOK:** **Financial & Managerial Accounting: Information for Decisions;** by Wild, Shaw and Chiappetta; **Sixth Edition;** published by McGraw-Hill Irwin. This textbook is combined with a “**Connect**” code (publisher’s online module) for the textbook assignments. The WLAC bookstore sells the textbook with the Connect code as a package. The WLAC Bookstore telephone is 310-287-4560. The Connect code may be purchased separately from the publisher. The publisher’s “Connect” help line is 800-331-5094.

**INSTRUCTOR CONTACT:** By Etudes private e-mail (PM). Office Hours: By appointment in Room CE-213 or by telephone.

**COURSE ACCESS (INCLUDING “CONNECT”) WILL BE THROUGH “ETUDES.”**

**SEE “IMPORTANT ADMINISTRATIVE DATES” IN PAGE 7.**

**BUDDY SYSTEM FOR DISCUSSION GROUP:**

My buddy: _____	My buddy: _____
↓	↓
telephone: _____	telephone: _____
↓	↓
e-mail : _____	e-mail : _____
My buddy: _____	My buddy: _____
↓	↓
telephone: _____	telephone: _____
↓	↓
e-mail : _____	e-mail : _____

**COURSE SYLLABUS AND SCHEDULE****W.L.A.C. INSTITUTIONAL STUDENT LEARNING OUTCOMES (ISLOs)****A, B, C AND J ARE THE PRIMARY ISLOs**

The course will address the learning outcomes of the students through the following pathways (with specific assessment tasks shown in bold italics):

**A. CRITICAL THINKING:** The analysis of problems by differentiating fact from opinions, using evidence and logic to reach conclusions and their consequences. *Students will be given a schedule of problems and exercises requiring the selection of appropriate material and the discarding of inappropriate material for each problem at hand.*

**B. COMMUNICATION:** The understanding of the process and promotion of the understanding of information from the issuer to the receiver. *The students will study and create examples of general business, general financial, and specific accounting reports to observe and experience the conveying of information. The students will create or be tested on financial statements to assist with this learning outcome.*

**C. QUANTITATIVE REASONING:** The reasoning, analysis of problems, and synthesis of solutions that are quantitative in nature. *The students will be given extensive assignments that will require the use of quantitative analyses and solutions, especially emphasizing the concepts of the equation and managerial application.*

**D. SELF-AWARENESS THROUGH INTERPERSONAL INTERACTION:** The application of self-assessment to the macro environmental societal setting of education, community, career, location, government and other influencing attributes. *The students will be exposed to various challenging situations in the interactive modules of the course.*

**E. CIVIC RESPONSIBILITY:** The application of the principle of sharing the environmental societal setting for maximizing benefits to all concerned. *The student will be assigned problems and questions that relate to civic and relational situations.*

**F. TECHNICAL COMPETENCE:** The utilization of the appropriate technology available for situational needs. *The course will use*

**COURSE SYLLABUS AND SCHEDULE**

**available distance-learning technology to expose the students to currently available technology. The students will study various available technologies for the implementation of accounting data.**

**G. CULTURAL DIVERSITY:** The respectful engagement comparative and contrasting cultures in an effort to understand them and successfully benefit and survive. **The students will be exposed to cultural differences through information on varying business and accounting practices in various parts of the world.**

**H. ETHICS AND MORALITY:** The process of selecting just moral standards and the practice of high personal integrity through honesty and fairness in personal, professional and college endeavors. **The students will be required to read the ethical presentations offered by the textbook.**

**I. AESTHETICS:** The use of multiple modes of inquiry and approaches to engage with the arts and nature to establish continually a higher level of peace and comfort. **The students will be exposed to the role of accountancy in business and society in promoting the acquisition and delivering of resources to provide for an engagement with the arts, nature, peace and comfort.**

**J. MATHEMATICAL AND FINANCIAL OPERATIONS-CALCULATIONS:** The use of formulas and mathematical tools to calculate and solve quantitative problems related to financial and accounting operations of a business workplace. **The students will be exposed to basic and traditional mathematical formulae found in accounting, finance and general business. Further, the students will apply those formulae in their homework problem-solving assignments.**

**ACCOUNTING 2 STUDENT LEARNING OUTCOME (SLO)**

Explain and apply the principle objectives and practices of proper internal control and/or evaluate ethical standards in a given business situation.

**ASSESSMENT.** Our objective is to achieve at least a 70% success rate with the Accounting 2 SLO. You will be assessed on this SLO in the relevant topical exams.

**COURSE SYLLABUS AND SCHEDULE****SPECIFIC COURSE OBJECTIVES  
PROMOTING THE STUDENT LEARNING OUTCOMES**

Course objectives include the following:

To explain the basic concept of GAAP and to explain the basic GAAPs

To explain the basic concept of the equation and to understand the basic accounting equation and the recording system used therein

To create, read, understand and analyze the basic financial statements from the perspectives of general reporting and managerial application, as may be within the scope of this course

To create, read, understand and analyze the basic explanatory notes found in a complete set of financial statements, as may be within the scope of this course

To understand and explain the basic types of businesses: service, merchandising and manufacturing; and to differentiate among the differing accounting techniques found in the different basic types of businesses

To be able **to define accounting** and its basic terminologies

To satisfy the course description and the student learning outcomes found in the WLAC catalog

To have the class members recognize each other as integral parts of the learning process

To apply the course materials to current business and economic topics

To become experienced with general managerial topics, enterprise production accounting, operational costs, budgeting, program investment models, cash flows, manufacturing, money time valuations and financial strategy.

**SPECIAL NOTE REGARDING DEADLINES**

**TO PROMOTE THE STUDENT LEARNING OUTCOMES, TO ACCOMMODATE QUESTIONS THAT MAY ARISE, AND TO PROMOTE AN EXCELLENT ONLINE EXPERIENCE AND OTHER FACTORS, THE TIMING OF HOMEWORK OR TOPICS MAY OCCUR DIFFERENTLY THAN HEREIN SCHEDULED. HOWEVER, THE COURSE IS OVER ON JUNE 4, 2017. NOTHING WILL BE ACCEPTED AFTER THIS DATE. ANY STUDENT NOT UNDERSTANDING THIS DEADLINE MUST SO INDICATE TO THE INSTRUCTOR BEFORE THE END OF THE FIRST WEEK OF THE COURSE.**

**COURSE SYLLABUS AND SCHEDULE****GENERAL TOPICAL ORGANIZATION, ACCOUNTING 2**

Accounting 2 includes the following topics:

**A. Accounting basics re-emphasized:** accounting environment, financial statements, GAAP, business structures

**B. Financial accounting topics reviewed:** the recording and reporting systems, cash, internal controls, receivables, merchandise inventories, payables and working capital, long-term assets and their disclosures, payroll basics, partnerships, corporations, and the statement of cash flows

**C. Managerial accounting topics:**

*Break-even analysis*

*General managerial accounting*

*Master budgets*

*Cost characteristics*

*Manufacturing basic concepts*

*Present valuations (time value of money)*

*Capitalization of long-term obligations*

*Long-term liabilities*

*Investments*

*Financial statement presentation categories*

*Financial statement analysis*

*Job order costs*

*Process order costs*

*Cost allocation*

*Internal control*

*Ethical standards*

*Responsibility accounting*

*Flexible budgets*

*Standard costs and variance analysis*

*Capital budgets*

**D. Special issues:** special accounting issues of great interest to the general class.

**COURSE SYLLABUS AND SCHEDULE****CRITICAL NOTICES**

**CHAPTER PACING.** THE TEXTBOOK WILL BE COVERED AT THE PACING OF ONE OR TWO CHAPTERS EACH WEEK. THE RECOMMENDED WEEKLY HOMEWORK TIME IS TWELVE HOURS MINIMUM. IT IS RECOMMENDED THAT YOU ENGAGE IN THE COURSE IN THE FOLLOWING ORDER: TEXTBOOK, HANDOUTS, INTERACTIVE (PRACTICE), LEARNSMART, HOMEWORK, AND THEN THE EXAM. PLEASE TAKE NOTE OF ANY CHANGES TO THIS SYLLABUS.

**CLASS REGISTRATION.** THE STUDENT IS RESPONSIBLE FOR PROPER ENROLLMENT IN THE CLASS. THE INSTRUCTOR IS NOT RESPONSIBLE FOR ENROLLMENTS NOR DROPS.

**HOMEWORK PROCEDURE.** ALL HOMEWORK WILL BE ON THE PUBLISHER'S "CONNECT ACCOUNTING," UNLESS OTHERWISE NOTED. THE STUDENT IS RESPONSIBLE FOR KEEPING TRACK OF HIS OR HER GRADES, CLASS POINTS, AND HOMEWORK -- FOR THE STUDENT'S OWN REFERENCE PURPOSES. **A CHAPTER MUST BE AT LEAST 80% COMPLETE TO RECEIVE ANY CREDIT FOR THE CHAPTER. THE MAXIMUM HOMEWORK MODULE CREDIT IS 250 GRADING POINTS.**

**IMPORTANT ADMINISTRATIVE DATES.** CONSULT THE CATALOG OR SCHEDULE OF CLASSES OR THE ACADEMIC AFFAIRS OFFICE FOR OFFICIAL INFORMATION. THE STUDENT IS RESPONSIBLE FOR MEETING ALL ENROLLMENT, ADJUSTMENT AND DROP DATES. THE LAST DAY TO DROP WITHOUT A "W" IS TO BE ANNOUNCED. THE LAST DAY TO DROP WITH A "W" IS TO BE ANNOUNCED. CONSULT THE ADMISSIONS OFFICE AND THE ACADEMIC CALENDAR FOR UP-TO-DATE INFORMATION. THE DATES WERE NOT AVAILABLE DURING THE TIME OF PREPARATION OF THIS SYLLABUS

**IMPORTANT STUDENT CONDUCT PROCEDURES.** ALL STUDENTS SHALL FOLLOW THE COLLEGE'S GUIDELINES OF DEPARTMENT, STANDARDS OF STUDENT CONDUCT, ACADEMIC POLICIES, RULES AND REGULATIONS, INCLUDING THOSE FOUND IN THE "COLLEGE CATALOG," AND OTHER GUIDELINES. ANY RUDE OR OFFENSIVE BEHAVIOR (WRITTEN, ORAL, GESTURE ETC.), OR OBSTRUCTION OR DISRUPTION OF THE CLASS, IN THE OPINION OF THE INSTRUCTOR, SHALL BE CAUSE FOR REMOVAL FROM THE CLASS.

ALL STUDENTS ARE DIRECTED TO THE "STANDARDS OF STUDENT CONDUCT" FOUND IN THE CURRENT SCHEDULE OF CLASSES.

**OFFICE HOURS.** OFFICE HOURS ARE AS POSTED AND BY APPOINTMENT. SEE PAGE 1.

**LOS ANGELES COMMUNITY COLLEGE DISTRICT ACADEMIC DISHONESTY POLICY: 9803.28 ACADEMIC DISHONESTY.** VIOLATIONS OF ACADEMIC INTEGRITY INCLUDE, BUT ARE NOT LIMITED TO, THE FOLLOWING ACTIONS: CHEATING ON AN EXAM, PLAGIARISM, WORKING TOGETHER ON AN ASSIGNMENT, PAPER OR PROJECT WHEN THE INSTRUCTOR HAS SPECIFICALLY STATED THAT STUDENTS SHOULD NOT DO SO, SUBMITTING THE SAME TERM PAPER TO MORE THAN ONE INSTRUCTOR, OR ALLOWING ANOTHER INDIVIDUAL TO ASSUME ONE'S IDENTITY.

**DISABILITY OR SPECIAL NEEDS ACCOMMODATION STATEMENT.** STUDENTS WITH A VERIFIED DISABILITY OR SPECIAL NEED WHO MAY NEED AN ACCOMMODATION FOR THIS CLASS MUST REGISTER WITH THE DISABLED STUDENTS PROGRAMS AND SERVICES (DSPS) OFFICE OR THE OFFICE FOR SPECIAL SERVICES, STUDENT SERVICES OR ACADEMIC AFFAIRS AS APPROPRIATE. ALL INFORMATION WILL REMAIN CONFIDENTIAL. Also, see "Special Needs" above.

**TUTORING.** THE COLLEGE USUALLY PROVIDES TUTORING OR OTHER ACADEMIC ASSISTANCE. PLEASE INQUIRE AT THE TUTORING CENTER, COUNSELING OFFICE, OR ACADEMIC AFFAIRS. ALSO, PLEASE SEE THE COLLEGE CATALOG FOR FURTHER INFORMATION. THE INSTRUCTOR ENCOURAGES YOU TO UTILIZE THE TUTORING SERVICES IF YOU NEED THEM.

**COURSE SYLLABUS AND SCHEDULE**

**CHAPTER INCLUSION.** EACH CHAPTER ASSIGNED INCLUDES THE ENTIRE CHAPTER: ALL PARTS AND ANY APPENDIX.

**COLLEGE CATALOG.** THE COLLEGE CATALOG OF WLAC IS AN OFFICIAL COLLEGE DOCUMENT AND IT IS INCORPORATED HEREIN THROUGH REFERENCE.

**GIFTS AND CLASS SOCIAL ACTIVITIES.** IT IS AGAINST THE INSTRUCTOR'S POLICY TO RECEIVE GIFTS OF ANY VALUE FROM AN INDIVIDUAL STUDENT. BASED ON DEPARTMENT POLICY ANY GIFTS ARE TO BE FROM THE ENTIRE CLASS AND OF **DE MINIMIS** VALUE.

CLASS SOCIAL ACTIVITIES ARE ON A VOLUNTARY BASIS AND NO ONE IS REQUIRED TO CONTRIBUTE, E.G. A CLASS SOCIAL PARTY IS OPEN TO ALL CLASS MEMBERS AND NO MEMBER IS OBLIGATED TO CONTRIBUTE, OR PROVIDE, ANY OF THE EXPENSES OR ITEMS.

**FINAL EXAM.** THE EXAMINATION INDICTED AS THE FINAL EXAM MUST BE TAKEN TO PASS THE COURSE.

**COURSE SYLLABUS AND SCHEDULE****WLAC Accounting 2 SCHEDULE Spring 2017 Section 8237**

IA=InterActive/Practice, LS=LearnSmart and HW=Homework are required and are in the Connect system of the textbook. See below.

Class is open from March 6 through June 4, 2017

The online week is from Monday through Sunday

<b>WEEK</b> Monday Through Sunday	<b>2017</b> <b>WEEK</b> <b>BEGINNING</b> <b>WITH</b>	<b>CHAPTER</b> <b>READING,</b> <b>PREPARATION AND</b> <b>ASSIGNMENTS</b> <b>TEXTBOOK, IA, LS, HW</b>	<b>NOTES</b>	<b>EXAM</b> <b>Schedule</b> Last Three Days of Week*
i	Mar. 6	<b>18</b> Break-even: Cost-volume-profit analysis	Textbook check Introductions Review	
ii	Mar. 13	<b>14</b> Managerial-manufacturing		EXAM #1 18, 14
iii	Mar. 20	<b>B</b> Present value (Appendix B) <b>24</b> Capital budgeting		
iv	Mar. 27	<b>23</b> Relevant costing		EXAM #2 B, 24, 23
v	Apr. 3	<b>Spring break</b>	Opportunity to work ahead	OPTIONAL Exam #2 due date
vi	Apr. 10	<b>15</b> Job costing		
vii	Apr. 17	<b>16</b> Process costing		
viii	Apr. 24	<b>17</b> Activity-based costing (ABC)		EXAM #3 15, 16, 17
ix	May 1	<b>19</b> Variable costing		
x	May 8	<b>20</b> Master budgets		
xi	May 15	<b>21</b> Flexible budgets and standard costs		EXAM #4 19, 20, 21
xii	May 22	<b>22</b> Performance and responsibility		
xiii	May 29	<b>13</b> Financial statement analysis	FINAL EXAM IS EXAM #5	EXAM #5 22, 13

\* The third day is a grace day—at your own risk, including Internet service and system functioning.

The above LS, IA and HW are in the Connect system of the textbook—all are required.

InterActive/Practice (IA) is identified in Connect with a black barbell symbol.

LearnSmart (LS) is identified in Connect with a black block with white LS symbol.

Homework (HW) is identified in Connect with a spiral-bound notebook symbol.

Exams are identified in Connect with an A+ blue-book-cover symbol.

Study order recommended: textbook, handouts (in Etudes “Resources”), IA, LS, HW, and then exams.



**COURSE SYLLABUS AND SCHEDULE****SPECIAL VOCABULARY LIST  
FOR GENERAL REFERENCE--TO BE MAINTAINED ON AN ONGOING BASIS**

<u>accounting</u>	<u>fiscal</u>	<u>asset</u>	<u>well</u>
<u>lend</u>	<u>calendar</u>	<u>liability</u>	<u>good</u>
<u>loan</u>	<u>interim</u>	<u>equity</u>	<u>soup du jour</u>
<u>GAAP</u>	<u>corporation</u>	<u>depreciation</u>	<u>diur - jour</u>
<u>articulate</u>	<u>parent company</u>	<u>FICA</u>	<u>journal</u>
<u>year</u>	<u>subsidiary co.</u>	<u>FIFO</u>	<u>ledger</u>
<u>accrue</u>	<u>LIFO</u>	<u>NIFO</u>	<u>subject</u>
<u>equation</u>	<u>conservatism</u>	<u>SAYSO</u>	<u>predicate</u>
<u>cost</u>	<u>expense</u>	<u>(length of a)</u> <u>year</u>	<u>IFRS</u>
<u>Caboose Theory</u>	<u>Mushroom Theory</u>	<u>3-line Heading</u>	<u>wealth sources</u>
<u>Second Mouse</u>	<u>Greater Fool</u>	<u>Golden Rule of</u>	<u>subsidiary</u>
<u>Theory</u>	<u>Theory</u>	<u>Management</u>	<u>ledger</u>
<u>amortization</u>	<u>depletion</u>	<u>unearned</u>	<u>awesome</u>
<u>you know</u>	<u>like</u>	<u>revenue</u>	<u>inc. vs. ink</u>
<u>e.g.</u>	<u>i.e.</u>	<u>anda</u>	<u>financial stmts.</u>
<u>NBV</u>	<u>FOB</u>	<u>parts of speech</u>	<u>EOM</u>
<u>rounding</u>	<u>base of 10</u>	<u>EOM</u>	<u>LCOM</u>
<u>contra</u>	<u>augmentive</u>	<u>base of 60</u>	<u>base of 2</u>
<u>account</u>	<u>account</u>	<u>net carrying</u>	<u>net book value</u>
<u>annuity</u>	<u>ordinary</u>	<u>value or NCV</u>	<u>or NBV</u>
	<u>annuity</u>	<u>annuity due</u>	<u>activity-based</u>
<u>comercial paper</u>			<u>costing or ABC</u>

**COURSE SYLLABUS AND SCHEDULE****GRADING COMPONENTS**

Homework—all chapters (250 points maximum)	250 pts
Examinations, each at 100 points	500
Interactive module use—all chapters	125
LearnSmart module use—all chapters	<u>125</u>
Total semester	<u>1,000</u> pts.

**FINAL LETTER GRADING**

(The Semester Percentages Are Controlling)

91.0% or above	910 to 1,000 pts.	A
81.0 to 90.9	810 to 909 pts.	B
61.0 to 80.9	610 to 809 pts.	C
51.0 to 60.9	510 to 609 pts.	D
Below 51.0%	Below 510 pts.	F

**GRADING CONTROL -- TO BE MAINTAINED BY THE STUDENT**

INTERACTIVE Chpts. 18 14 B 24 23 15 16 17 19 20 21 22 13  
 @ 9.62 pts., total 125 pts. TOTAL INTERACTIVE \_\_\_\_\_

LEARNSMART Chpts. 18 14 B 24 23 15 16 17 19 20 21 22 13  
 @ 9.62 pts., total 125 pts. TOTAL LEARNSMART \_\_\_\_\_

HOMEWORK: Chpts. 18 14 B 24 23 15 16 17 19 20 21 22 13  
 (Each homework chapter needs to be 80% completed for full credit.)  
 @ 24 pts., maximum 250 pts. TOTAL H/W \_\_\_\_\_

EXAM 1 \_\_\_\_\_ EXAM 2 \_\_\_\_\_ EXAM 3 \_\_\_\_\_ EXAM 4 \_\_\_\_\_  
 EXAM 5 \_\_\_\_\_ TOTAL EXAMS \_\_\_\_\_

**COURSE SYLLABUS AND SCHEDULE****ADDITIONAL ETUDES INFORMATION****ETUDES ONLINE COURSE PORTAL**

In order to log into your online course, you need to know your ETUDES User ID and Password. Please follow the ETUDES login instructions below.

Please be aware that you may not be able to access your online/hybrid courses until the official start date of the term. Your User ID and Password may not work before the first day of class.

The Etudes Login page is at [www.myetudes.org/portal](http://www.myetudes.org/portal)

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### ETUDES User ID

Your Etudes User ID is your Student ID Number (not your SS#)

Example: Jose Garcia has the following Student ID: 880123456

Based on this example, Jose's ETUDES User ID would be 880123456

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### ETUDES Password (first time login)

MonthDay of birth in school records

Example:

Jose Garcia's birthday is April 11th, 1982 (04/11/82). Based on this example, Jose's ETUDES Password would be 0411

When you log in for the first time Etudes will ask you to change your password.

NOTE: This is a permanent account that you will use for all ETUDES courses for this term and all subsequent terms. Your login information does not get reset from term to term. When you change your password, the change will apply to all of your current and future courses. Please save your login information for future reference.

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### [Click here to access ETUDES](#)

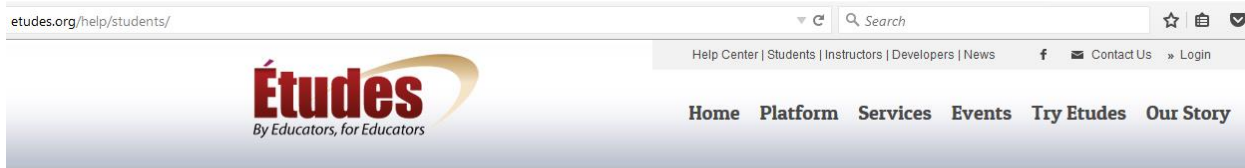
West L.A. College uses ETUDES, a learning management system, for all online/hybrid courses. ETUDES (pronounced A-Tudes) stands for Easy To Use Distance Education Software.

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### System Requirements for ETUDES

ETUDES works on any computer (PC or Mac), however, a few minor adjustments may be necessary to ensure that your online course functions properly on your computer. Please carefully review the ETUDES system requirements before your course begins.

**COURSE SYLLABUS AND SCHEDULE**



West Los Angeles College Distance Learning Site:

<http://www.wlac.edu/online/login.asp>

Help and FAQ'S

<http://etudes.org/help/students/>

**CONNECT LOGIN: SEE PAGE 1 OF THIS SYLLABUS**

**ANOTHER SPECIAL NOTE**

*Best Wishes for a Semester of Fun and Learning!*