



INTRODUCTORY ACCOUNTING

Accounting 001 Section 3102 RM: GC 320

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Fall semester 02/06/2017-06/05/2017

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COURSE DESCRIPTION

The purpose of this course is to provide students with a conceptual understanding of financial accounting and the skills for applying that understanding to decision-making. Topics include financial statements, transaction processing, financials analysis and internal controls. Emphasis is placed on the interpretation and use of accounting information rather than on its creation and accumulation.

COURSE OBJECTIVES

After completing the course

- To explain the basic concept of GAAP and to explain the basic GAAPs
- To explain the basic concept of an 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
- To create, read, understand and analyze the basic explanatory notes found in a complete set of financial statements to the extent 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 terminology
- 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

Institutional Student Learning Outcomes:

Critical Thinking, Quantitative Reasoning, Technical Competence and Ethics

Students Learning Outcomes

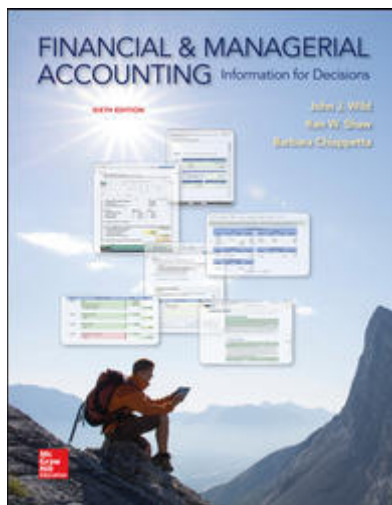
1. Complete an accounting cycle for a sole proprietorship according to Generally Accepted Accounting Principles (GAAP).
2. Generate and record payroll and payroll-related Liabilities in accordance with state and federal laws and regulations.

Skills Development

- Use formulas and Mathematical tools to calculate and solve quantitative problems related to the financial and accounting operations of business workplace
- Collect and compile financial data for management analysis of service, retail and manufacturing status of a business
- Communicate oral and written thought in a clear and organized manner to effectively inform, persuade, and convey ideas in the workplace
- Use of office software in business applications

TEXTBOOK AND LEARNING RESOURCES

Financial and Managerial Accounting, information for Decision, Wild, Shaw and Chiapetta, 6th edition 2016



CONNECT homework access code is required to register to do online homework. The textbook with the access codes is available at the bookstore or online.

COURSE COVERAGE:

The course will cover financial accounting topics from chapter 1 to 13. The concepts and principles studied in chapter 1 and 2 are the foundation for the study of accounting. A good knowledge of the topics in accounting cycle covered in chapters 1 to 3 are essential for success in this course and in more advanced accounting courses. The course of instruction will emphasize understanding of the business environment, recording of accounting transactions, the use of accounting information and the analysis of accounting reports and data.

Chapter 1- Accounting in Business

Chapter 2- Analyzing for Business Transactions

Chapter 3-Adjusting Accounts for Financial Statements

Chapter 4-Accounting for Merchandising Operations

Chapter 5 -Inventories and Cost of Sales

Chapter 6-Cash and Internal Controls

Chapter 7-Accounting for Receivables

Chapter 8-Accounting for Long-term Assets

Chapter 9-Accounting for Current Liabilities

Chapter 10-Accounting for Long-Term Liabilities

Chapter 11-Corporate Reporting and Analysis

Chapter 12-Reporting Cash Flows

Chapter 13-Analysis of Financial Statements

EVALUATION and GRADING:

The following points will be used in determining the final grade.

Exams	400
Projects	200
Connect Assignments	200
Final Exam	200
Total Points	1 000

Grade Scale used for this course

A= 90%+, B=80%-89%, C=70%-79, D=60%-69, F< 60 %

Exams must be taken on the scheduled dates. No makeup exams are available. The grades structure will be revised as needed with notification. You will receive a weekly email with course news.

COURSE POLICIES

ATTENDANCE

To be successful in this course, it is essential that you arrive on time, attend *every* class, and stay for the *entire* class meeting. Roll will be taken each class meeting. Please advise the instructor if you cannot attend the class or intend to leave early. **Two consecutive absences and you may be dropped from the class. Students are responsible to dropping the course**

MAKEUP EXAMS:

Students are required to take the exams and to the homework and project deadlines. Since this class meets only twice a week it would not be possible to provide for makeup exams.

CLASSROOM CONDUCT

In order to foster a more professional learning environment and to develop habits that lead to success in the business world all students must engage in professional behavior, respect fellow students, actively participate in class and group activities, complete class assignments in a timely manner. No cheating or copying will be permitted. Students are required to comply with the academic honesty policy of the college.

Students are encouraged to work with other students to exchange ideas and learning, however, all work submitted must be your own effort.

LEARNING RESOURCES

COLLABORATIVE LEARNING

During the semester you will work in a two-person team to practice in class the concepts covered by the instructor. Effective learning takes place when students actively participate in discussion, problem solving, thinking, writing, talking and communicating. Bring your textbook and notebook to class each session.

My study partners are: Name _____ Contact Information: _____

Name _____ Contact Information: _____

Name _____ Contact Information: _____

OFFICE HOURS

Office hours will be held after class. You may contact me via email at gilberc@elac.edu
Students are expected to take advantage of the office hours to discuss course questions.

Spring Semester Calendar 2017

Add/Audit Traditional Classes	Online: Feb 5 In-person: Feb 16
Drop a Class with a refund/no fee owed	Feb 16
Drop a Class without a "W"	Feb 16
File Pass / No Pass	Feb 16
Drop a Class with a "W"	May 5
GRADUATION PETITION ACCEPTED	Nov 14 - Apr 21
GRADUATION CEREMONY	TBA @ 5:00... learn more
CAMPUS CLOSED	Presidents' Day: Feb 17 - Feb 20 No Classes: Mar 30 Cesar Chavez Day: Mar 31 Spring Break: April 1 - April 7 Memorial Day: May 29

INSTITUTIONAL RESOURCES

Academic Support is available for all students through the services provided at the Learning Resource Centers located at the. Inquire at the center regarding hours of operations and specific subjects for which tutors are available.

DSP&S Services are available on campus. WLAC abides by the American with Disabilities Act and Section 504 of the Rehabilitation Act of 1973 that prohibits federal and state agencies or programs from discriminating against qualified individuals with disabilities. Students in this course who have a documented disability, that limits a major life activity which may have some impact on your work in this class and for which you may require accommodations should meet with a counselor in Disabled Students Programs and Services (DSP&S) as soon as possible.

ACADEMIC DISHONESTY POLICY

A violation of Academic Integrity of any type by a student provides grounds for disciplinary action by the instructor or college. Violations of Academic Integrity include but are not limited to: cheating on an exam, plagiarism, working together on an assignment, paper or project when the instructor has specifically stated students should not do so, submitting the same term paper to more than one instructor, or allowing another individual to assume one's identity for purpose of enhancing one's grade. If necessary, please refer to the LACCD student code of conduct as it relates to student dishonesty (Board Rule 9803.28)

COURSE REQUIREMENTS:

Students are required to complete the **homework assignments** and **chapter quizzes** online using the Connect course management system. Students should also complete the pretest and posttest in the Connect to improve their understanding of the course materials. Homework assignments have due dates assigned for each chapter. Once the due date is passed the assignments are no longer available.

KEYS TO SUCCESS

Your success in this course requires your careful attention to and use of the course syllabus. It is your guide through the course. Prior preparation by reading the chapter in advance of the class coverage is recommended. About one chapter will be covered each week. In class exercises, will reinforce the concepts in the lesson presentation. Completion of the homework assignments is essential to success in this course. Complete the chapter assignments first and then the related quiz. Complete the online assignments as the materials are covered in class.

West Los Angeles College

Accounting 001 Christopher Gilbert

Spring 2017

Syllabus

I have read and understood the contents of the syllabus

Signed _____

Date _____

CONNECT REGISTRATION

student registration info

course

WLAC Master Fall 2016 Acc 1
with LearnSmart

instructor

Christopher Gilbert

section


WLAC Spring 2017 Section 3102

registration dates

01/30/17 - 02/28/17

how to register:

It's easy! Go to your section web address and click **register now**.

section web address  :

[edit this address](#)

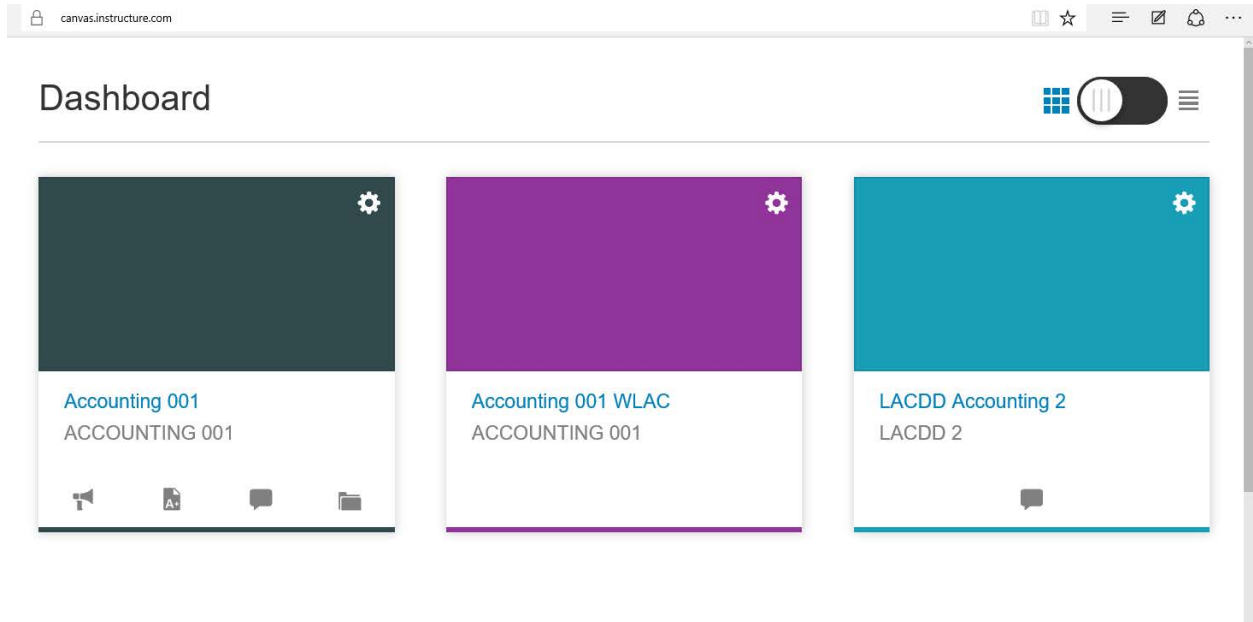
<http://connect.mheducation.com/class/c-gilbert-wlac-spring-2017-section-3102>

Web addresses cannot contain spaces. Use lowercase letters, numbers or special characters ('-' and '_') only.

Having trouble registering?
Get help here: <http://bit.ly/StudentRegistration>

<https://connect.mheducation.com/class/c-gilbert-wlac-spring-2017-section-3102>

CANVAS



Canvas login:

[Ilearn.laccd.edu](https://ilearn.laccd.edu)