



ACCT 2103 – 513 Principles of Financial Accounting Spring 2016

Instructor Contact Information:

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Online Classroom: Desire2Learn (Online Classroom): <http://oc.okstate.edu>

Administrative Contact and Technical (video) Help Resources

If you have administrative questions or trouble viewing videos posed on Online Classroom please contact support at:

Distance Learning Support: spearsdistance@okstate.edu

Phone: 405-744-4048

Hours of operation: Monday-Friday 8:00-5:00 p.m.

For questions related to problems and course content please submit your questions into the Dropbox on D2L for that particular chapter. Use our email only for personal issues relating specifically to you. Someone will monitor the chapter Dropbox routinely and will respond to questions in a timely manner. Be sure to include your email address on any questions you submit so we will know where to send the response.

Overview: Accounting 2103 examines the valuation, measurement and reporting issues related to selected financial statement items

This will be a very challenging class and will require a substantial time commitment from students. *It is critical to not fall behind.* Students should attempt all homework *before* viewing the video lectures and then review their answers when the solutions are posted on D2L. Understanding the homework rather than memorizing the answer is a key element for success in this class.

Syllabus Acceptance Form:

There is a Syllabus Acceptance Form on page 10 of this syllabus. You **MUST** fill this form out and sign it indicating that you have read, understand, and agree to the information contained in this syllabus. **You must fill this form out, sign it and submit it to the Syllabus Form Dropbox on D2L no later than March 11, 2016.** You can either print, sign and scan the form in pdf format or type in your name and agree to the electronic signature, convert to PDF and submit. Be sure to submit the form prior to the deadline.

Course objectives:

This course has four major objectives that fit within two of the program learning goals.

Course Objective	Program Learning Goal
Understand appropriate accounting treatment for basic transactions and be able to arrive at probable or logical treatments for complex transactions	<ul style="list-style-type: none">• Business Knowledge & Competency• Critical Thinking
Understand and use the vocabulary of the language of business	<ul style="list-style-type: none">• Business Knowledge & Competency• Critical Thinking
Understand how financial statement information is used to make financial decisions	<ul style="list-style-type: none">• Business Knowledge & Competency• Critical Thinking
Understand the factors that affect accounting choices and the limitations of financial statements	<ul style="list-style-type: none">• Business Knowledge & Competency• Critical Thinking

Required Materials:

Financial Accounting (10th edition).

Hermanson, Edwards and Williams

www.textbookmedia.com

Class format: You should view the video lecture for each chapter only after having read the relevant chapter material and having attempted all of the suggested homework problems.

Grade Determination: The final grade will be composed of the following components:

Quizzes	100
Exam 1	100
Exam 2	100
Final Exam	<u>200</u>
Total Possible Points	<u>500</u>

Letter grades will be assigned in the following manner:

Letter Grade		Total Points
A	=	448-500
B	=	398-447
C	=	348-397
D	=	298-347
F	=	Less than 297

Exam 1, Exam 2 and Total Quizzes are each worth 100 points. The student's lowest grade on these three scores will be replaced with their second lowest score of the three. For example, a student with scores of 90 on exam 1, 77 on exam 2 and 66 on total quizzes, would replace the lowest score of 66 with the second lowest score of 77. Thus, their three scores would be 90, 77 and 77. **Given this replacement policy, the point cutoffs will be strictly enforced.**

This replacement policy does not apply to grades assigned as a result of an academic integrity violation. A grade of 0 on any exam resulting from an academic integrity violation will not be replaced.

Description of Course Requirements

Chapter Resources: We will provide a discussion of material relevant to your reading for each chapter. In addition to the video lectures, course materials include chapter slides, relevant examples and work-through of selected homework problems. These discussions will supplement your reading of the chapter and your personal attempts to complete the suggested homework. The video lecture for each chapter is only available as long as we are covering that particular chapter. Once we complete a chapter, the videos for that chapter will no longer be available for streaming. In other words, the videos are *not* available for the entire semester and they are not available for downloading. The professors will not extend the video windows for any reason.

Please do not email the professors with questions or issues regarding viewing the videos. Technical issues should be addressed to the SSB Distance Office.

Suggested Homework: A tentative schedule of suggested homework problems is presented at the end of this document. The homework assignments should be prepared in advance of each class. Students are expected to actively participate in the class coverage of homework. Students may ask questions via submission to the chapter Dropbox on D2L. These homework problems are illustrative of the types of problems each student should be able to complete given mastery of the subject. Homework will not be collected. **However, for success in the class it is absolutely critical for students to attempt the homework and then review their answers during and after class.** The solutions will be posted on the course website after the respective class date. Students needing additional help may take advantage to free tutoring provided through the School of Accounting Collaborative for Academic Excellence (ACE). The dates and times that ACCT2103 tutors are available can be found by going to <http://spears.okstate.edu/accounting/ace/>.

Quizzes: Seven quizzes (on D2L) will be given throughout the course of the semester. The quiz dates are in the course schedule at the end of this document. The quizzes will be open the week that the quiz is due. Quizzes will last 20 minutes. They must be completed and submitted by 4:00 p.m. on the date listed. The 5 highest quizzes will be used to calculate the quiz score. Make-up quizzes will not be given.

Exams: There course will be comprised of two exams and a comprehensive final exam. Students must take all exams. **If a student misses an exam, the score on that exam will be 0.** That score will then be subject to the exam replacement policy (as described above). These exams are comprised of problem/workout questions and may include some multiple choice

questions. The content of the exams is based on video lectures, textbook readings and homework problems. **All exams must be taken at and OSU-approved testing center.**

Exam Scheduling

The course schedule includes three exam windows for this semester:

Exam 1: 03/23-24

Exam 2: 04/13-14

Final: 05/02-03

An exam window consists of the 48-hour period during which an exam can be taken. The instructor reserves the right to give a unique exam on each day of the testing window to maintain exam integrity. Accordingly, each student must review these three exam windows and determine the one date within each window on which she/he will take each exam. For example, you must select whether you will take Exam 1 on 3/23 *or* 3/24 and inform the professor of this decision by the exam notification deadline discussed next. **The exam notification deadline to reserve specific exam reservation dates (for all three exams) for the Spring 2016 semester is March 18, 2016.** That is, you just notify the professor via Dropbox submission (Exam Scheduling Dropbox) by this date indicating which date for each exam window you will select to take your exam so the appropriate exam version can be distributed to the Distance Learning office and to the testing center. The professor will send you by return email a confirmation receipt of your exam date notification. Once the student has sent the email to the professor and the professor has responded via email, the exam dates for the entire semester are established. Once you have reserved a single date within each window, these dates will be treated as your *scheduled* exam dates. Subsequent changes to your scheduled dates will only be allowed if approved by the professor. A request to deviate from your scheduled exam dates requires a formally written request at least five (5) business dates prior to the first date of the exam window and must include comprehensive documentation supporting the reason for the request. Your unique exam will only be available at your designated testing center on your scheduled exam day. The exam will not be available on any other date.

Each exam will be 1 hour 45 minutes (105 minutes) in duration. When scheduling your appointment at the testing center, you should schedule a 1 hour 45 minute (105 minute) block of time on each of your scheduled exam dates.

Students must take the exam at their proctored facility at the selected date during the exam window. Accordingly, it is critical to schedule your appointment with your proctoring facility as soon as possible. We require that each student submit the Exam Scheduling Form (page 11 of this syllabus) confirming their exam date and proctor arrangements to the Exam Schedule Dropbox on D2L confirming their proctor arrangements (date and time) by the end of the day on *March 18, 2016* or risk being administratively dropped from the course. You can either print, sign and scan the form in pdf format or type in your name, agree to the electronic signature, convert to pdf and submit. Be sure to submit the form prior to the deadline.

Upon enrolling each semester, complete the appropriate proctor form(s) located on the Spears School of Business Distance Learning website: <http://spears.okstate.edu/distance/forms/> Contact the Spears School Distance Learning office at spearsdistance@okstate.edu, or call (405) 744-

4048 if you have any questions regarding the proctoring process. You may also visit <http://spears.okstate.edu/distance/guide>.

NOTE: For ACCT 2103, only nonprogrammable calculators may be used on quizzes and exams. Using a programmable calculator (a calculator with the ability to input and store data including text) on an exam is considered cheating and is considered sufficient cause for assigning an F! to that student for the overall course grade. Additionally, each student must have a calculator for exams and quizzes. Sharing calculators during quizzes and exams is also an academic integrity violation.

University Policies:

Drop Policy

Information about university drop policy and dates is at this website:

<http://registrar.okstate.edu/>

Click on “class schedules,” and “short, internet, and outreach courses”

To drop this course, contact the Registrar’s office, (405) 744-6876, or drop through SIS (Student Information Services).

Academic Integrity

Oklahoma State University is committed to the maintenance of the highest standards of integrity and ethical conduct of its members. This level of ethical behavior and integrity will be maintained in this course. Participating in a behavior that violates academic integrity (e.g., unauthorized collaboration, plagiarism, multiple submissions, cheating on examinations, fabricating information, helping another person cheat, unauthorized advance access to examinations, altering or destroying the work of others, and fraudulently altering academic records) will result in your being sanctioned. Violations may subject you to disciplinary action including the following: receiving a failing grade on an assignment, examination or course, receiving a notation of a violation of academic integrity on your transcript (F!), and being suspended from the University. You have the right to appeal the charge. Contact the Office of Academic Affairs, 101 Whitehurst, 405-744-5627, <http://academicintegrity.okstate.edu/>.

Accounting is a profession that is based on integrity and high standards of moral conduct. Please read and review the Code of Ethics for Accounting Majors. This document was written and approved by the faculty of the School of Accounting. Each student is responsible for understanding the content of the Code of Ethics for Accounting Majors and must be aware of the ramifications of violations.

Accessibility

Any student in this course who has a disability that may prevent him or her from fully demonstrating his or her abilities should contact the instructor as soon as possible, so we can discuss accommodations necessary to ensure full participation and facilitate your educational opportunity. For more information about OSU Student Disability Services, please go to: <http://sds.okstate.edu>.

Tentative Schedule			
Assignment			
<u>Date</u>	<u>Reading</u> (Reading includes appendices to chapter)	Homework (due for current class)	Quizzes Posted on D2L
3/7/2016	Introduction and Syllabus Overview	Exercises: 3,4,5,7,10,12 Problem: 3	
3/8/2016	Chapter 1		
3/8/2016	Chapter 2	Exercises: 4,6,8,9,10 Problems: 2,3,5	
3/9/2016	Chapter 3	Exercises: 4,5,7,8,9,11, 12,14	
3/10/2016	Chapter 3	Problems: 1,3,5	Ch 3 Quiz Due 3/12/2016 4:00 p.m.
3/14/2016 to 3/18/2016	Spring Break		
3/21/2016	Chapter 4	Exercises: 4,5,7,8,12	
3/22/2016	Chapter 4	Problems: 1,2,3	Ch 4 Quiz Due 3/23/2016 4:00 p.m.
	Chapter 5	Exercises: 1,2,3,5, Problems: 2,3	
3/23-3/24/2016	EXAM 1		
3/28/2016	Chapter 6	Exercises: 1,2,5,6 Problem: 1	
3/29/2016	Chapter 6	Exercise: 7, 9 Problems: 2, 4	
3/30/2016	Chapter 7	Exercises: 1,3,4,5,6,11 Problems: 4A, 5A, 6A	
3/31/2016	Chapter 7	Exercises: 15,16,17,19 Problems: 9A, 11A	Quiz Ch 7 Due 4/2/2016 4:00 p.m.
4/4/2016	Chapter 8	Exercises: 4,5,9,10,11	
4/5/2016	Chapter 8	Problems: 1, 2	
4/6/2016	Chapter 9	Exercises: 1,2,3,4,8,9	
4/7/2016	Chapter 9	Problems: 1,3,4,1A	Ch 9 Quiz Due 4/9/2016 4:00 p.m.

4/11/2016	Chapter 10	Exercises: 2,3,4,5,6,8,10,11	
4/12/2016	Chapter 10	Exercises: 12,13 Problems: 3,5,6,3A	Ch 10 Quiz Due 4/13/2016 4:00 p.m.
4/13-14/2016	EXAM 2		
4/14/2016	Chapter 11	Exercises: 1,2,3,4,5,6,7 Problems: 2	
4/18/2016	Chapter 11	Exercises: 9,11,12 Problems: 3,5,7	
4/19/2016	Chapter 12	Exercises: 1,3,4,5,7	
4/20/2016	Chapter 12	Exercises: 6,8 Problems: 1,2,3,5	Ch 12 Quiz Due 4/23/2016 4:00 p.m.
4/21/2016	Chapter 13	Exercises: 1,2,3,5,6,7,11	
4/25/2016	Chapter 13	Exercises: 10,12 Problems: 2,3,4,5	Ch 13 Quiz Due 4/30/2016 4:00 p.m.
4/26/2016	Chapter 14	Exercises: 1,2,3,4 Problems: 4, supplemental problem (see D2L)	
4/27/2016	Chapter 15	Exercises: 1,2,4,6,7,8,10,11	
4/28/2016	Chapter 15	Problems: 2,3,4,5,6	
5/2-3/2016	FINAL EXAM		

CODE OF ETHICS FOR ACCOUNTING MAJORS

The purpose of this code is to foster an atmosphere of honesty and integrity within the OSU School of Accounting (SOA) and to create a shared expectation as to the minimum standards of ethical conduct by students within the School.

- Compliance
 - Comply with laws and regulations, as well as all OSU, SSB, and SOA standards, regulations, and policies.
- Competence
 - Convey accurate information about your experience, qualifications, grades, and other attributes to prospective employers, scholarship committees, and other parties.
- Confidentiality
 - Students employed by the SOA should refrain from disclosing confidential information acquired in the course of work responsibilities.
- Integrity
 - Adhere to guidelines provided by instructors for assignments.
 - Report honestly on the conduct of assignments, reasons for absences, and other matters that can affect either class or job evaluations.
 - Refrain from any form of cheating on exams or assignments, including providing or receiving unauthorized assistance or obtaining any form of advance access to exam questions and/or answers.
 - Refrain from submitting substantial portions of the same academic work for credit on more than one assignment without instructor permission.
 - Refrain from offering gifts that are intended to influence or might appear to influence instructors, administrators, or others who make decisions about your grades, scholarships, admission into programs, etc.
 - Refrain from actively or passively subverting the attainment of legitimate and ethical objectives of the School of Accounting.
- Objectivity
 - Maintain the highest standards of fairness and refrain from bias or appearances of bias in performing peer evaluations on the work of other students or in evaluating the performance of instructors.
 - In this context, “bias” refers to consideration of characteristics that are legally prohibited from consideration (e.g., race or gender) as well as other factors that should be unrelated to performance of the job or assignment.
- Interactions
 - Whether agreeing or disagreeing, demonstrate respect for other individuals.
- Attribution
 - Ensure that assignments (whether papers, problems, computer programs, etc.) that are submitted for grading reflect your own work and are not copied from others (including other students).
 - This provision prohibits, among other actions, the use of solutions manuals or case solutions to which the student may obtain access (legally or otherwise).
 - Students should recognize that ideas taken from publications, websites, etc., should be given proper attribution. When quoted verbatim (even partial sentences), these excerpts should be included in quotes and cited.
 - In formal writings and public talks, credit others (including those with whom you collaborate) for the work they have done. When engaged in informal discussions, refrain from claiming credit for work done by someone else, e.g., a group member.

Consequences: The accounting profession cannot function without a high degree of integrity (both real and perceived). Students who cannot adhere to high standards of integrity should not pursue a career in accounting. Consequently, violations of the Code of Ethics for accounting majors will lead to loss of School of Accounting scholarships and may extend to expulsion from the accounting major (either undergraduate or graduate) at the discretion of the student's respective program committee (i.e., the SOA Ph.D. committee, M.S. committee, or undergraduate committee). Academic integrity violations include failing the course with a permanent denotation that the failing grade was due to an academic integrity violation (F!)

**OKLAHOMA STATE UNIVERSITY
SPEARS SCHOOL OF BUSINESS
School of Accounting
ACCT 2103 – Spring 2016**

Syllabus Acceptance:

I have received, read, and understand the ACCT 2103 syllabus. I agree to abide by the course policies. I am familiar with the academic integrity policy provided by Oklahoma State University and explained on the syllabus.

Date: _____

Print Name: _____

Signed Name: _____

OSU Student ID Number: _____

I am enrolled in ACCT 2103 Section _____

**OKLAHOMA STATE UNIVERSITY
SPEARS SCHOOL OF BUSINESS
School of Accounting
ACCT 2103 – Spring 2016**

Exam Schedule:

I have contacted my proctoring facility and made reservations for each exam. I have listed those dates, times and locations of my reservations in the below form. I understand that once these dates/times are scheduled they become my official exam schedule and cannot be subsequently changed without the express written consent of the professor.

	<u>Date</u>	<u>Time</u>	<u>Location</u>
Exam 1			
Exam 2			
Final Exam			

Proctor agreement form:

I have completed the proctor agreement form and filed it with the SSB Distance Office.

Date: _____

Print Name: _____

Signed Name: _____

OSU Student ID Number: _____