

LEEWARD COMMUNITY COLLEGE
Business Technology Division
Course Syllabus - SPRING 2007
ACC 124 - COLLEGE ACCOUNTING I (3.0 credits)

Instructor: Mr. Michael Fujita, Assistant Professor
Office Hours: TR 8:30 – 9:00 & 11:45 – 1:15
Office Location: BE-208
Contact Information: (808) 455-0422, fujitam@hawaii.edu,

Catalog Course Description:

An introduction to accounting and financial accounting theory. Areas include: Accounting as an information system, the accounting cycle, accounting for merchandising operations, financial statements and internal control, short-term liquid assets, inventories, and current liabilities and payroll. Special emphasis will be placed upon the practical application of accounting principles within profit-seeking organizations. (45 lecture hours)

Co-requisites:

None

Prerequisites:

None

Recommended Preparations:

MATH 1B; and ENG 21 or ENG 22 or equivalent or concurrent enrollment; BUS 55 or concurrent enrollment

Textbooks and other Resources:

1. Accounting Principles, Seventh Edition, Volume I, by Weygandt, Kieso, and Kimmel. Publisher: Wiley & Sons, Inc.
2. Working Papers, Volume I: Chapters 1-13 (optional).
3. Campus Cycle Shop practice set.
4. Calculator, straight edge, #2 pencils, eraser, 3-Scantron Forms.

Student Learning Outcomes:

1. Identify the basic accounting equation and describe introductory accounting concepts, principles, and assumptions.
2. Demonstrate understanding of the accounting cycle by analyzing transactions, journalizing and posting, completing a trial balance, preparing adjusting entries, completing a worksheet, preparing financial statements, and closing the books.
3. Demonstrate the accounting transactions, inventory calculations, and financial statements specific to a merchandising company.
4. Complete the accounting cycle using special journals and subsidiary ledgers using a manual system while understanding the difference when using an electronic system.

Grading Policy:

Activity	Total Points	Grading Scale
Exams (3x200)	600	A = 900 and above
Group Mini Tests (5x20)	100	B = 800 - 899
Homework (5x20)	100	C = 700 - 799
Practice Set (1x200)	200	D = 600 - 699
Total Points	<u>1,000</u>	F = below 600

The "N" grade is not an option in this course.

Student with Disabilities Statement:

Leeward Community College abides by Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, which stipulate that no student shall be denied the benefits of an education "solely by reason of a handicap." Students with documented disabilities who believe that they may need accommodations in this class are encouraged to contact the Coordinator of the KAKO'O 'IKE (KI) program as soon as possible to ensure that such accommodations are implemented in a timely fashion. The KI office is located in L-208, across from the elevator in the library building or call for information at 455-0421.

NOTES:

1. Make-up exams. Out of fairness to fellow students, only **one** make-up exam is allowed and **only for emergencies** (final decision by the instructor) and will carry a penalty of 30 points per day (work is not an excuse to miss an exam). Call before missing an exam if possible. It is the student's responsibility to arrange the make-up work within one week of returning to class. All make-up exams must be taken in the LCC Learning Resource Center during normal business hours.
2. Group mini tests (GMT). Group mini tests will be given before we cover a chapter (in other words, you will be given a quiz on chapter 2 before we cover chapter 2). You will be required to take the quiz individually, then as a group. You will be graded on your individual performance on the quiz as well as your group's performance on the quiz. Therefore, you will need to study the chapter ahead of time. Also, since the group mini tests are taken as a group, **you will not be allowed to makeup any part of a group mini test**.
3. Practice Set: The practice set is due at the beginning of class on the scheduled due date. If you do not turn the practice set in at the beginning of class, it will be considered late and penalized 20 points. You will also be penalized 20 point for each day the practice set is late.
4. Homework procedure: All homework will be done via WileyPLUS. You must have an access code to register for WileyPLUS. The access code is included with the purchase of your **new** textbook from the LCC bookstore. Homework must be submitted by the due date. **Late homework will not be accepted for any reason**. Each chapter is worth a maximum of 20 points. Students will not be able to accumulate more than 200 points for homework.

The WileyPLUS URL is <http://edugen.wiley.com/edugen/domain/dmn2301/>.

5. Withdrawal. If you have less than 300 points on the last day to withdraw, please see the instructor to examine your options. The instructor will not automatically drop students after two absences; you must initiate all drops and process the forms. If you do not, you will receive an "F" for the class
6. Academic honesty: No student may give or receive help from another during examinations, quizzes, or other graded work; may not hand in, or cause to be handed in another's work as his/her own, nor engage in plagiarism. Failure to adhere to these standards may result in the receipt of the grade of "F" for the assignment and/or the course.
7. If you are having difficulty, get help as soon as possible! (Not being able to understand the homework before class means **you are having difficulty!**)

Since learning is sequential in accounting, you cannot afford to fall behind. A lot of help is available but **you** must seek it.

- a. Tutors are available at the Learning Resource Center.
- b. Even if you are behind, **do not miss the next class**.
- c. Form study groups or talk to your classmates for help.
- d. Take advantage of the instructor's office hours or call for an appointment if you cannot meet at posted hours. Ask for special methods on studying accounting.

Maximum learning will take place if you are an active participant in the class (i.e. completing the reading and homework assignments on time, and discussing and questioning the work covered). **ALSO, ALLOTING ENOUGH TIME FOR STUDY IS CRUCIAL TO YOUR SUCCESS.** Six (6) hours per week **OUTSIDE** of class is the **MINIMUM** required study time for this class.