

COURSE SYLLABUS AND SCHEDULE

Welcome to the Fun Course!

COURSE SYLLABUS AND SCHEDULE

Subject to Change

ACCOUNTING 1 WINTER 2016

Section 8000 Online January 4 through February 7, 2016

WEST LOS ANGELES COLLEGE
LORENZO YBARRA, CPA, MBA

WARNING: This course is super-fast; please stay ahead of the schedule ◀ ◀

TEXTBOOK:

Fundamental Accounting Principles, by Wild, Shaw and Chiappetta; Twentyfirst Edition; published by McGraw-Hill Irwin. You also must have a valid "Connect" code.

Homework and textbook website for this class:

<http://connect.mheducation.com/class/wlac-ybarra-section-8000-winter-2016>

Publisher's "Connect" telephone: 800-331-5094.

INSTRUCTOR CONTACT:

ybarra.college@earthlink.net E-mail—begin subject line with WLAC.

Office Hours: By appointment. Room CE-213.

REQUIREMENTS:

Learning; familiarity with this Course Syllabus and Schedule; homework; interest; discussion participation; regular progress until all requirements are met; alertness to announcements; and examinations.

Supplies: Textbook, Connect code (from textbook publisher)

BUDDY SYSTEM FROM DISCUSSION GROUP:

My buddy: _____

↓

telephone: _____

↓

e-mail : _____

My buddy: _____

↓

telephone: _____

↓

e-mail : _____

My buddy: _____

↓

telephone: _____

↓

e-mail : _____

My buddy: _____

↓

telephone: _____

↓

e-mail : _____

COURSE SYLLABUS AND SCHEDULE**W.L.A.C. INSTITUTIONAL STUDENT LEARNING OUTCOMES (ISLOs)**

A, B, C AND J ARE THE PRIMARY SLOs

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.***

FORMAL ACCOUNTING 1 SLOs

SLO #1. Complete an accounting cycle for a sole proprietorship according to Generally Accepted Accounting Principles (GAAP).

SLO #2. Generate and record payroll and payroll-related liabilities in accordance with state and federal laws and regulations.

ASSESSMENT. Our objective is to achieve at least a 70% success rate with the Accounting 1 SLOs. You will be assessed on these SLOs in the relevant topical exams.

COURSE SYLLABUS AND SCHEDULE

**SPECIFIC COURSE OBJECTIVES
PROMOTING THE STUDENT LEARNING OUTCOMES**

To explain the basic concept of GAAP and to explain the basic GAAPs, including comparisons to IASB-IFRS

To explain the basic concept of an equation and to understand the basic accounting equation and the recording system used therein, including application of the General "Topical Organization, Accounting 1" below

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 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

COURSE SYLLABUS AND SCHEDULE

GENERAL TOPICAL ORGANIZATION, ACCOUNTING 1

- A. Accounting basics: accounting environment, financial statements, GAAP, business structures, assets, liabilities, equity, revenue, expenses
- B. Recording and reporting systems
- C. Cash, internal controls, receivables, merchandise inventories, payables and working capital
- D. Long-term assets and their disclosure and accounting
- E. Payroll basics
- F. Management issues
- G. Special issues:** special accounting issues of great interest to the general class

SPECIAL NOTE REGARDING DEADLINES

THE COURSE IS OVER ON SUNDAY, FEBRUARY 7, 2016. NOTHING WILL BE ACCEPTED AFTER FEBRUARY 7. PLEASE LET THE INSTRUCTOR KNOW BY JANUARY 6, 2016 IF YOU DO NOT UNDERSTAND THIS STATEMENT.

COURSE SYLLABUS AND SCHEDULE**SCHEDULE, Section 8000, Winter 2016, WLA C****ACCOUNTING 1 SCHEDULE WINTER 2016**

WEEK	BEGINNING of Week Monday Date 2016	CHAPTER Reading and Preparation	HOMEWORK Chapter to Be Completed	EXAM on Chapters— per two days indicated	ENDING of Week Sunday Date 2016
i	Jan. 4	1 Basics 2 Transactions 3 Adjustments	1, 2 and 3	1 and 2 Jan. 9-10	Jan. 10
ii	Jan. 11	4 Acctg. Cycle 5 Merchandising	4 and 5	3 and 4 Jan. 16-17	Jan. 17
iii	Jan. 18	6, 7 COGS; Info. 8 Cash and control	6, 7 and 8	5 and 6 Jan. 21-22 7 and 8 Jan. 23-24	Jan. 24
iv	Jan. 25	9 Receivables 10 Long-term assets	9 and 10	9 and 10 Jan. 30-31	Jan. 31
v	Feb. 1	11 Liabilities 12 Partnerships	11 and 12	11 and 12 Feb. 6-7	Feb. 7

NOTES :

The above assignments are in the Connect system of the textbook.

The points in Connect are internal to Connect. The grading points are according to the Syllabus.

E.g. if Connect's points are 50 and you earn 40, then your points are 80% of the grading points per the Syllabus. Homework problems are counted only per chapter and each chapter requires 80% completion for full chapter credit.

The order for each subject is as follows: Interactive, Learn Smart then the homework problems.

PLEASE KEEP AHEAD OF THE SCHEDULE

COURSE SYLLABUS AND SCHEDULE**CRITICAL NOTICES**

CHAPTER PACING. IN GENERAL, EACH CHAPTER'S LEARNING AIDS (INTERACTIVE PRESENTATIONS, LEARNSMART MODULES AND AVAILABLE HANDOUTS SHOULD BE STUDIED PRIOR TO THE SUBMISSION OF HOMEWORK. EACH CHAPTER IN THE TEXTBOOK WILL BE COVERED AT THE PACING OF APPROXIMATELY ONE, TWO OR THREE CHAPTERS EACH WEEK. THE RECOMMENDED WEEKLY HOMEWORK TIME IS TWENTY HOURS MINIMUM. 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 OR DROPS.

HOMEWORK PROCEDURES-EXAMINATIONS. ALL HOMEWORK IS DUE AS SCHEDULED. THERE WILL BE NO SPECIAL CALL FOR HOMEWORK. 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 80% COMPLETED TO BE COUNTED FOR FULL CHAPTER CREDIT.

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.

IMPORTANT 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.

SPECIAL NEEDS. ANY STUDENT REQUIRING SPECIAL NEEDS SUCH AS FOR ACCESS, HEARING, VISION, ISOLATION, SPECIAL ATTENTION ETC., MUST REGISTER SUCH NEED WITH THE APPROPRIATE OFFICE, SUCH AS DISABLED STUDENT SERVICES OR ACADEMIC AFFAIRS. THE INSTRUCTOR IS NOT RESPONSIBLE FOR DIRECTLY PROVIDING THE SPECIAL NEEDS.

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 OR 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 FOR ENHANCING ONE'S GRADE.

OFFICE HOURS. OFFICE HOURS ARE AVAILABLE BY APPOINTMENT AND AS TO BE ANNOUNCED.

DISABILITY ACCOMMODATION STATEMENT. STUDENTS WITH A VERIFIED DISABILITY WHO MAY NEED A REASONABLE ACCOMMODATION(S) FOR THIS CLASS ARE ENCOURAGED TO NOTIFY THE INSTRUCTOR AND CONTACT THE DSPS OFFICE OR THE OFFICE FOR SPECIAL SERVICES AS SOON AS POSSIBLE. ALL INFORMATION WILL REMAIN CONFIDENTIAL. Also, see "Special Needs" above.

COURSE SYLLABUS AND SCHEDULE

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.

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

IT IS STRONGLY RECOMMENDED THAT THE FOLLOWING RESOURCES FOUND AT THE END OF EACH CHAPTER ARE STUDIED: QUICK CHECK, DECISION MAKER, DECISION ETHICS, KEY TERMS, AND THE MULTIPLE CHOICE QUIZ. THE ANSWERS ARE IN YOUR TEXTBOOK.

IN ADDITION, THE DISCUSSION QUESTIONS FOUND AT THE END OF EACH CHAPTER SHOULD BE OF INTEREST.

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, IF ANY, 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 MEMBERS IS OBLIGATED TO CONTRIBUTE TOWARDS ANY OF THE EXPENSES OR ITEMS.

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>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 T.</u>	<u>Greater Fool T.</u>	<u>Mgt.Golden Rule</u>	<u>subsidiary lgr.</u>
<u>amortization</u>	<u>depletion</u>	<u>unearned rev.</u>	<u>awesome</u>
<u>you know</u>	<u>like</u>	<u>anda</u>	<u>inc. vs. ink</u>
<u>e.g.</u>	<u>i.e.</u>	<u>parts of speech</u>	<u>financial stmts.</u>
<u>NBV</u>	<u>FOB</u>	<u>EOM</u>	<u>LCOM</u>
<u>rounding</u>	<u>base of 10</u>	<u>base of 60</u>	<u>base of 2</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>

COURSE SYLLABUS AND SCHEDULE**GRADING COMPONENTS**

Homework-all chapters	250 pts
Examinations, best five of six, @ 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

HOMEWORK:	Chpts.	1	2	3	4	5	6	B	7	8	9	10	11	12
		TOTAL H/W _____												
EXAM 1	_____	EXAM 2	_____	EXAM 3	_____	EXAM 4	_____							
		EXAM 5	_____	EXAM 6	_____									
LEARNSMART:	Chpts.	1	2	3	4	5	6	B	7	8	9	10	11	12
		TOTAL LEARNSMART _____												
INTERACTIVE:	Chpts.	1	2	3	4	5	6	B	7	8	9	10	11	12
		TOTAL INTERACTIVE _____												

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

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

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.

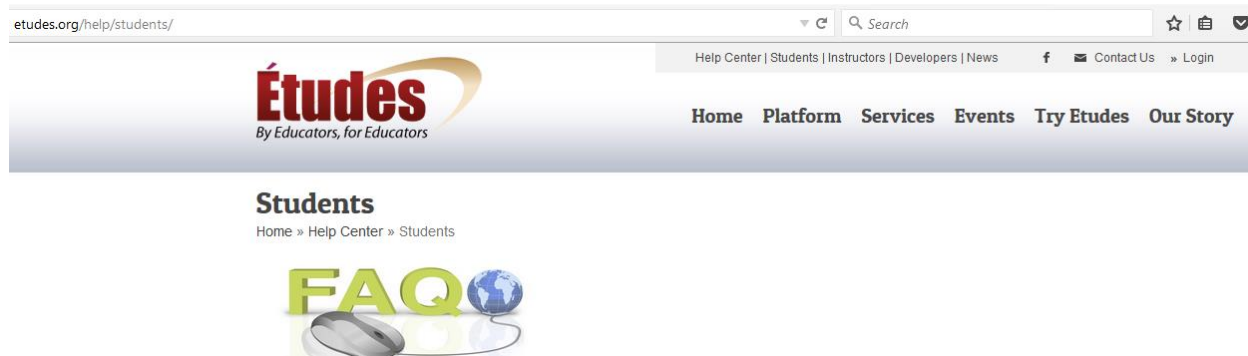
[Click here to access ETUDES](#)

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.

[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!