



INTRODUCTORY ACCOUNTING

Accounting 001 Section 3102

Christopher Gilbert, MAS, MS (Illinois), CPA

Time: 6.45 p.m.to 9. 20 p.m. Mon Wed

Email: gilberc@elac.edu

Room: GC 320

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 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

Institutional Student Learning Outcomes:

Critical Thinking, Quantitative Reasoning, Technical Competence and Ethics

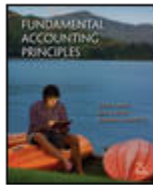
Students Learning Outcomes (SLO)

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 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
-

TEXTBOOK AND LEARNING RESOURCES



Fundamental Accounting Principles, 21st Edition

John J Wild, UNIV OF WISC MADISON

Ken Shaw, University of Missouri--Columbia

Barbara Chiappetta, NASSAU COMMUNITY COLLEGE

Hardcover, 1216 pages

©2013, ISBN-13 9780078025587

MHID 0078025583

A special priced edition of the textbook with the Connect code is available from the WLAC bookstore

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.

http://connect.mheducation.com/class/c_gilbert_section_3102_spring2015

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. ELAC 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.

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.

In class exams will cover at least two chapters and will be administered in class.

COURSE COVERAGE:

The course will cover financial accounting topics from chapter 1 to 11. The concepts and principles studied in chapter 1 and 2 form the foundation for the study of accounting. A good knowledge of the topics in accounting cycle covered in chapters 1 to 4 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 and Recording Transactions](#)

[Chapter 3. Adjusting Accounts and Preparing Financial Statements](#)

[Chapter 4. Completing the Accounting Cycle](#)

[Chapter 5. Accounting for Merchandising Operations](#)

[Chapter 6. Inventories and Cost of Sales](#)

[Chapter 7. Accounting Information Systems](#)

[Chapter 8. Cash and Internal Controls](#)

Chapter 9. Accounting for Receivables

Chapter 10. Plant Assets, Natural Resources, and Intangibles

Chapter 11. Current Liabilities and Payroll Accounting

EVALUATION and GRADING:

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

Online Quizzes	200
Exams	400
Project	100
Assignments	100
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 before class starting at 6.00 p.m. You may contact me via email at gilberc@elac.edu

Students are expected to take advantage of the office hours to discuss course questions and do homework.

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

Student registration info

Your students need this information to register for this section of your course. Giving it to them is simple: print and hand out copies, or download a PDF version to email to your students and upload to any website of your choice!

Next, see [how to prevent common registration problems](#) so you can get right to what matters: teaching!

 print  download

student registration info

course

Accounting 1
with LearnSmart

instructor


Christopher Gilbert

section

Section 3102 Fall 2014 Tues Thurs

how to register:

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

section web address  :

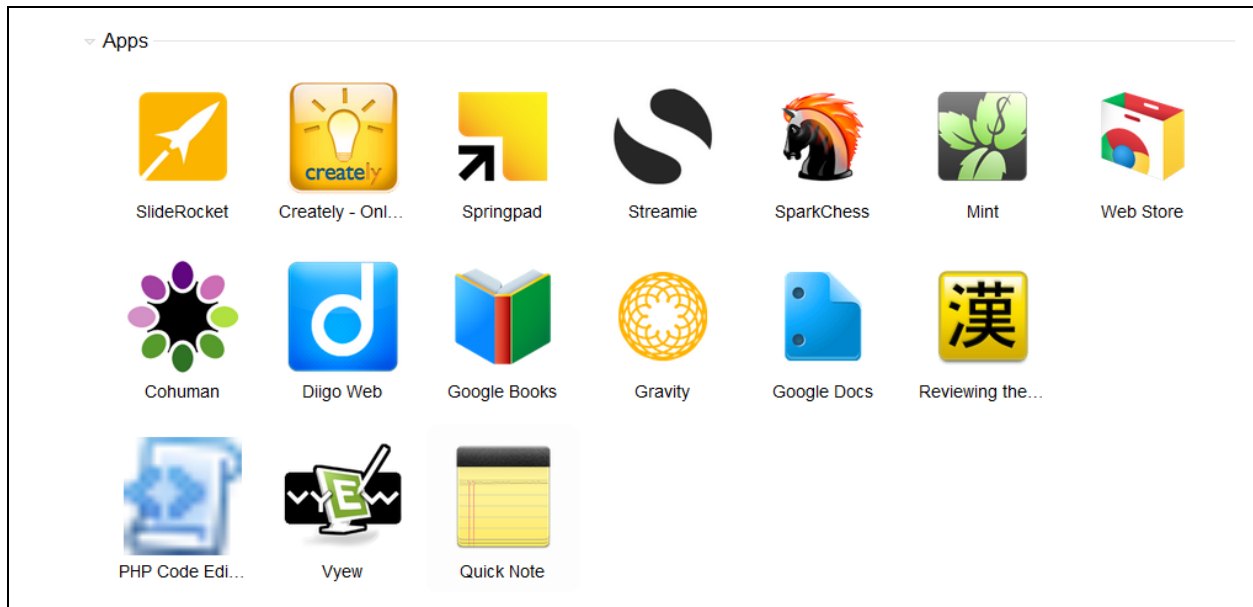
[edit this address](#)

`http://connect.mheducation.com/class
/c_gilbert_section_3102_fall2014`

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

WEBSITES

Here is some of the software that I have used from Google Apps.



http://www.refseek.com/directory/educational_videos.html

Social networking sites that you can join. See which ones you already a member of.



Educational websites

www.coursera.com

www.udacity.com

www.saylor.org

www.edx.org

West Los Angeles College

Accounting 001 Christopher Gilbert

Spring 2014

Syllabus

I have read and understood the contents of the syllabus

Signed _____

Date _____