

Moberly Area Community College Common Syllabus

ACC101: Accounting I Current Term

Instructor:

Office number:

Office hours:

Response Time: I typically respond to student emails within 24 hours, Monday through Friday.

Contact information:

Classroom number:

Section number(s):

Class days and time:

Catalog Description: ACC101 Accounting I (3-0-3)

This is a beginning course introducing fundamental principles of accounting. Course content includes the accounting cycle, analysis of the balance sheet and income statement, payroll, calculation of interest and discounts, depreciation, and recording of accrued and deferred items. A comprehensive practice set is used at the end of the course to summarize the learning process.

Prerequisite/Corequisite:

None

Text(s): Warren. *Accounting*. 29th Edition. Cengage Learning.

The text is an ebook. The ebook and course resources are included in your course fees. A loose-leaf option may available in the bookstore for your convenience.

Other Required Materials: Webcam, Calculator

Purpose of Course:

This is an introductory course dealing with fundamental principles of accounting. It covers the study of the accounting cycle, preparation of financial statements, calculation of interest and discounts, use of special journals, the general ledger, payroll, and the recording of accrued and deferred items. This course is for students planning to attend a four year college for a degree in accounting, business administration, or business education, and for students pursuing an Associate of Applied Science Degree in Business Administration or Business Office Administration. It is also for those individuals in businesses of their own or who are employed in a position where knowledge of accounting is needed. Upon completion of this course, students should be able to demonstrate an understanding of financial accounting.

Course Objectives (CO):

Upon successful completion of this course, students will be able to:

1. CO1: Define introductory business and accounting terminology.
2. CO2: Illustrate the ability to analyze transactions.
3. CO3: Perform adjusting process of accounting cycle.
4. CO4: Perform closing process of accounting cycle.
5. CO5: Perform accounting cycle for merchandising business.
6. CO6: Complete calculations related to inventory.
7. CO7: Identify controls related to accounting.
8. CO8: Demonstrate an understanding of receivables.
9. CO9: Demonstrate an understanding of liabilities.
10. CO10: Analyze complex accounting problems using Excel.

Course Content Connection to Chapters in Textbook

The following shows which chapter in the textbook covers the course objective:

- C01 - Chapter 1: Introduction to Accounting and Business
- C02 - Chapter 2: Analyzing transactions
- C03 – Chapter 3: The Adjusting Process
- C04 – Chapter 4: The Closing Process
- C05 – Chapter 5: Accounting for Retail Business
- C06 – Chapter 6: Inventories
- C07 – Chapter 7: Internal Control and Cash
- C08 – Chapter 8: Receivables
- C09 – Chapter 10: Liabilities: Current, Installment Notes, and Contingent Liabilities
- C10 – Not covered in textbook

Statement to Connect Course with Institutional Student Level Outcomes:

In compliance with MACC's Institutional Student Level Outcomes, the student who successfully completes this course will be able to meet the following institutional learning outcomes:

- **Managing Information:** Students will demonstrate the ability to discern when there is a need for information; and to identify, locate, evaluate, and effectively and responsibly use and share that information for the problem at hand.

EVALUATION OF STUDENT LEARNING:

Grade Scale:

- A = 90-100%
- B = 80-89%
- C = 70-79%
- D = 60-69%

F = 59 and below

Evaluation:

(State the way learning objectives will be measured. They may be measured through, but not limited to, the following: objective and essay questions, papers, quizzes, oral presentations, class participation, small group work, and/or projects.)

Expected Study Time Commitments:

Students should expect to spend approximately 2 to 4 hours per week studying, reading, and working on assignments for each registered credit hour. For example, 6 to 12 study hours per week may be expected for a 3-credit hour class.

Description of Major Assignment(s)/Project(s):

Per instructor

INSTRUCTOR POLICIES:

Tardiness:

Per instructor's policy

Make-up and late work:

Per instructor's policy

Extra-credit work:

Per instructor's policy

Schedule of Student Assignments/Activities:

(Instructors will identify a Student Assignment/Activities schedule. Instructors have the prerogative to construct the schedule by class periods, weeks, or an overview of topics to be covered.)

COLLEGEWIDE POLICIES:

All faculty and students need to be aware of collegewide policies and procedures. Statements on Academic Dishonesty, ADA, Attendance, Title IX, and other important collegewide policies can be accessed by clicking on the following: [Collegewide Policies in Student Resources](#).