ACG 2071 – Principles of Accounting 2
Summer 2011 Syllabus – Term 3

Lecture Class Times:
Section 002 BU 120 TH 9:45 am – 12:55 pm

Lab Class Times (All on Tuesday):
Section 007 BU 307 9:45 am – 12:55 pm (Emmanuel)
Section 008 BU 409 9:45 pm – 12:55 pm (Mario)
Section 009 BU 410 9:45 pm – 12:55 pm (Paul)
Section 010 BU 308 9:45 pm – 12:55 pm (Jason)
Section 011 BU 401 9:45 pm – 12:55 pm (Ashley)

Prerequisite: ACG 2021 or equivalent
Instructor: Bill Urquhart
E-mail: Instructor buflacpa@yahoo.com, urquhart@fau.edu
Teaching Assistants – Get from your TA in lab.
Teaching Assistants: Paul Buckle Emmanuel Jourdan Mario Rass
Jason Sininsky Ashley Stock

Website: Blackboard and TEXTBOOK WEBSITE
www.mhhe.com/williams_basis15e
This is where you do practice quizzes, etc. These quizzes are not counted for any points toward your course grade.

Connect web addresses: Summer Term 3 section – http://connect.mcgraw-hill.com/class/urquhartsummer2011b
This is where you take your quizzes and work homework assignments. Note, only the quizzes are graded. The homework assignments are always available and are not graded. This is also where you purchase an access code if it did not come with your text. Note: this should be available for Summer Term 3 directly in blackboard.

Office: Instructor – Barry Kaye Hall Room 118
Teaching Assistants – Barry Kaye Hall Room 111

Phone: Instructor - Office 561-297-2836 Home 561-736-7972
Teaching Assistants – 561-297-3659

Office Hours: Instructor (through August 2, 2010) 4:00 pm – 6:20 pm
Instructor (from June 29 – August 5, 2010)
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Thursday 9:00 am – 9:30 am, 2:00 – 3:00 pm, 4:00 – 6:20 pm.

Teaching Assistants (through June 24):
TU 2:00 pm – 5:30 pm
TH 2:00 pm – 5:00 pm

Teaching Assistants (from June 29 – August 5, 2010):
TU 8:00 am – 9:30 am, 2:00 pm – 5:30 pm
TH 8:00 am – 9:30 am, 12:00 pm – 4:15 pm

Supplemental Instruction:
SI Sessions
Summer 1(C)
Thursdays: 5:30 pm – 6:20 pm IS 214
Thursdays: 8:15 pm – 9:05 pm PS 113

Summer 3 (B)
Thursdays: 8:40 am – 9:30 am IS 203
Thursdays: 1:05 pm – 1:55 pm IS 203

Office Hours (All Summer)
Location SU 130 (Student Support Services)
Tuesdays: 4:00 pm – 5:00 pm
Thursdays: 1:30 pm – 3:30 pm

Contact Info
SI Leader: Vanessa Desert
E-mail: vdesert@fau.edu
Phone: 561-297-0906

Course Description and Objectives
ACG 2071 is the second course in accounting principles. It is designed to acquaint students with accounting concepts and their underlying theories. It is an introduction to managerial accounting concepts. Emphasis is placed on use of accounting information in decision making. The objective of this course is to help students develop a solid understanding of costs and cost behavior and the use of cost information for planning, controlling, and making managerial decisions. It also helps develop an understanding of management accounting systems as well as the interrelationships of management accounting and financial accounting.
WARNING!!!! Accounting is more than just “putting the numbers in the boxes”. The study of accounting at the college level is typically rigorous and requires a significant level of dedication. Students who expect to succeed, should, therefore, be prepared to invest the appropriate amount of time and effort.

Lecture and Lab Format

Each student will attend lecture with Bill Urquhart once per week. Additionally, each student will attend one lab session per week. Attendance will be taken at lab sessions and students can earn participation points toward the final grade as discussed in the Grading and Learning Activities section.

Text Books and Course Materials


This textbook may or may not include a McGraw Hill connect access code. McGraw Hill connect is an integral part of this course. If you do not receive an access code with your textbook, you must purchase it directly from McGraw Hill at the connect web site – http://connect.mcgraw-hill.com/class/urquhartsummer2011b

Calculator: A four-function calculator may be used during exams. No other calculators are allowed during exams.

Recommended:
Study Guide to accompany textbook.

Your Responsibility

I expect you to bring the following to every class:

• Preparation – You are responsible for preparing diligently for each class by reading the applicable portions of the textbook and completing the homework assignments as indicated in the tentative course calendar. You do not have to be correct, but you should attempt every homework exercise / problem to the best of your ability.

• Attitude – You are responsible for bring a positive learning attitude to each class. A positive attitude helps create a vibrant learning environment.
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Grading and Learning Activities

The following table summarizes each component of your grade for this course.

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interim Exam (1)</td>
<td>200</td>
<td>40%</td>
</tr>
<tr>
<td>Comprehensive Final Exam</td>
<td>200</td>
<td>40%</td>
</tr>
<tr>
<td>Projects</td>
<td>60</td>
<td>12%</td>
</tr>
<tr>
<td>Graded quizzes (7)</td>
<td>40</td>
<td>8%</td>
</tr>
<tr>
<td>Total</td>
<td>500</td>
<td>100%</td>
</tr>
</tbody>
</table>

In addition to the points listed above, participation points can be earned by attending your lab sessions. There are 6 lab sessions scheduled for the term. Students can earn four points for every lab session during the term. You must earn the points. Earning the points will vary from just being there, to participating in homework review to your results on a pop quiz. Attendance will be taken in the first 10 minutes or last 10 minutes of each lab or both. If attendance is taken at the beginning and the end of class a student must be present for both to be counted as present. To receive any lab participation points, your signature must be on an attendance sheet for that lab.

Letter grades are only relevant to final point totals and will be assigned based on the following distribution of the percentages of total possible points. Even though you can potentially earn 524 total points, percentages will be based on your points divided by 500.

<table>
<thead>
<tr>
<th>Point Range</th>
<th>Letter Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>450 ≤ Your Pts</td>
<td>A</td>
</tr>
<tr>
<td>435 ≤ Your Pts &lt; 450</td>
<td>A-</td>
</tr>
<tr>
<td>420 ≤ Your Pts &lt; 435</td>
<td>B+</td>
</tr>
<tr>
<td>400 ≤ Your Pts &lt; 420</td>
<td>B</td>
</tr>
<tr>
<td>385 ≤ Your Pts &lt; 400</td>
<td>B-</td>
</tr>
<tr>
<td>370 ≤ Your Pts &lt; 385</td>
<td>C+</td>
</tr>
<tr>
<td>350 ≤ Your Pts &lt; 370</td>
<td>C</td>
</tr>
<tr>
<td>335 ≤ Your Pts &lt; 350</td>
<td>C-</td>
</tr>
<tr>
<td>320 ≤ Your Pts &lt; 335</td>
<td>D+</td>
</tr>
<tr>
<td>300 ≤ Your Pts &lt; 320</td>
<td>D</td>
</tr>
<tr>
<td>285 ≤ Your Pts &lt; 300</td>
<td>D-</td>
</tr>
<tr>
<td>Your Pts &lt; 285</td>
<td>F</td>
</tr>
</tbody>
</table>

**Exams.** Exam questions focus on accounting concepts illustrated through classroom discussions, assignments, and homework exercises. The exams are designed to evaluate your understanding of these concepts and extend your thinking through analysis and applications of these concepts in new or unique situations. The exam format is multiple choice. There may be questions on each exam that test your knowledge of something that was discussed in lecture. These questions may or may not be about accounting concepts.

**Comprehensive Final Exam.** The final exam is not comprehensive and may include all topics covered after the mid-term exam. The final exam format is multiple choice.
**Project / quizzes.** The projects will consist of four separate assignments. Each assignment will be worth 20 points. You will only need to turn in three of them. If you wish to do all four, the three best grades will be used. Specific assignments will be spread throughout the term and due dates will be announced when assignments are made via blackboard. Quizzes will be administered online via McGraw Hill Connect. Details will be provided in class and announcements will be made on Blackboard.

**Readings.** You must read the assigned material in the textbook at least once before class meets.

**Homework.** Homework is assigned, may be reviewed in class, but will not be collected. The homework focuses on the basic concepts or involves analysis of accounting situations. Homework is designed to help you master the technical material and to provide you with an instant and painless feedback mechanism with respect to your grasp of the technical material. I have selected a number of end-of-chapter exercises that are designed to satisfy this function. Students are reminded that their preparation and completion of homework assignments directly affects their ability to participate in class discussions and perform on exams. If you have questions about the problems, feel free to ask your lab TA or the Instructor.

**Policies**

**Cell Phones.** Cell phones should be turned off during class. Cell phones are not allowed to be used at all during exams.

**Identification.** The instructor reserves the right to request identification during exams. The instructor reserves the right to take a student’s picture during exams or other classes.

**Honor Code.** The Florida Atlantic University Honor Code governs all student activities throughout this course. A fundamental principle of academic, business, and community life is honesty. Violation of this ethical concept shall result in penalties ranging from a grade of ‘F’ in the course to dismissal from the University. In all penalties, a letter of fact shall be included in the student’s file. The honor code is available in the catalog.

**Professional Conduct.** To foster a more professional learning environment and to develop habits that lead to success in the business work, all participants must engage in professional behavior, including:
1. Taking responsibility for individual actions.
2. Attending each class session, including arriving promptly and leaving at the designated time. Attendance sign-in sheets may therefore be used and excess absences may impact the participation grade.
3. Being attentive and an active participant in group activities and class discussions.
4. Respecting diversity in the classroom and treating everyone involved in the class in a civil manner.
5. Planning outside activities to avoid conflicts with the activities outlined in the syllabus.
6. Meeting all deadlines in the course for assignments, projects, etc.
7. Acknowledging the importance of clarity of expression in written and oral communication and understanding that the course grade will be affected by your ability to communicate.

**ADA.** Students may seek accommodations in accordance with the Americans with Disabilities Act of 1990. Students with disabilities needing academic accommodations should review the University’s ADA Policy and work the Office for Students with Disabilities (OSD). Students who require special accommodation due to a disability to properly execute coursework must register with the OSD and follow all OSD procedures.

**Turnitin®.** Written components of any assignment or project may be submitted to Turnitin® to evaluate the originality of the work. Any students found to be submitting work that is not their own will be deemed in violation of the University’s honor code discussed above.

**Missing Exams.** Make-up exams will not be given for any reason. If you have a valid reason for missing an exam, (medical emergency, family emergency, university-scheduled events, religious observation, or class conflicts) the remaining exam(s) will be re-weighted accordingly. If you do not have a valid reason for missing an exam, a zero grade may be assigned.

**Withdrawals.** Students are responsible for withdrawing from the class. Deadlines for withdrawal can be found on the academic calendar on the university web page.

**Incompletes.** There are no incompletes for this course except in the case of extraordinary circumstances (for example, excessive absences due to severe illness). The instructor determines when an incomplete is appropriate. In no case can an incomplete be given unless the student is passing the course with a C or better at the time the incomplete is requested.

**Points Awarded.** McGraw Hill connect grades will be kept on the connect web site. Attendance will be kept by each TA throughout the semester. These points will be transferred to blackboard at the end of the term no later than August 5. Students should check their points in blackboard and report any and all discrepancies within the next 48 hours (August 7). At the end of the day on August 7 all quiz and attendance numbers will be considered final.

**Electronic Communication.** Blackboard and FAU email will be used in this course for content delivery, homework, and other communications. Accordingly, it is the student’s responsibility to check the Blackboard course site and their FAU email account for announcements, etc. Students are responsible for ensuring that the correct email address is used for blackboard.
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**Religious Holidays.** It is the responsibility of the student to promptly notify the professor of any conflicts due to religious observance so that accommodations can be arranged.

**Pictures.** Photographs of each student may be taken / used in connection with the course.

**Hurricanes.** In the event of a hurricane warning or watch, the class will meet in accordance with the university policy. Classes cannot be individually cancelled by the instructor, although assignments and exams may be modified or postponed in the event of a hurricane. Students should monitor Blackboard announcements regarding any weather-related course issues.
Advice on Using Your Textbook

The following advice was generated from an in-depth study of 172 undergraduate students of varying backgrounds, all of who were enrolled in an introductory financial accounting course.

- **Read the chapters to learn rather than just to get through them.** Learning doesn’t miraculously occur just because your eyes have skimmed all the assigned lines of the textbook. You have to think and focus while reading to ensure that you sink the material into your understanding and memory. Use the learning objectives in the text to focus on what’s really important in each chapter.

- **Don’t get discouraged if you initially find some material challenging to learn.** At various times, both the best and weakest students describe themselves as “confused” and “having a good grasp of the material,” “anxious” and “confident,” and “overwhelmed” and “comfortable.” The simple fact is that learning new material can be challenging and initially confusing. Success does not appear to depend as much on whether you become confused as it does on what you do when you become confused.

- **Clear up confusion as it arises.** A key difference between the most and least successful students is how they respond to difficulty and confusion. When successful students are confused or anxious, they immediately try to enhance their understanding through rereading, self-testing, and seeking outside help if necessary. In contrast, unsuccessful students try to reduce anxiety by delaying further reading or by resorting to memorizing without understanding. Aim to clear up confusion when it arises because accounting in particular is a subject for which your understanding of later material depends on your understanding of earlier material.

- **Think of reading as the initial stage of studying.** Abandon the idea that “studying” only occurs during the final hours before an exam. By initially reading with the same intensity that occurs when later reviewing for an exam, you can create extra time for practicing exercises and problems. This combination of concentrated reading and extensive practice is likely to contribute to better learning and superior exam scores.

To learn more about the study on which this advice is based, see Phillips, B., and F. Phillips, Sink or Skim: Students’ Textbook Use in Introductory Accounting, working paper, University of Saskatchewan (January 29, 2006).
# Tentative Class Schedule and Homework Assignments

<table>
<thead>
<tr>
<th>Chapter</th>
<th>Homework Assignments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review Syllabus &amp; Chapter 16</td>
<td>BE 1,2,4 E 1,2,3,6,8,10,13 PS 2A,6A</td>
</tr>
<tr>
<td>Chapter 17</td>
<td>BE 1 – 5, 8 – 10 E 1,2,4,5,7,8,13,15 PS 2A,3A,5A,7A</td>
</tr>
<tr>
<td>Chapter 19</td>
<td>BE 1,2,4,6,9 E 1,3,5,6 PS 2A,4A</td>
</tr>
<tr>
<td>Chapter 20</td>
<td>BE 1 – 8, 10 E 1 – 6,8,9,11- 13 PS 1A,2A,6A</td>
</tr>
<tr>
<td>Chapter 21</td>
<td>BE 1 – 5, 9 E 1,3,4,7,8,11,12,14 PS 1A,2A,5A,7A</td>
</tr>
<tr>
<td>Chapter 22</td>
<td>BE 1 – 6,8,9 E 1 – 3,6 – 8 PS 1A,2A,5A</td>
</tr>
<tr>
<td>Exam 1</td>
<td></td>
</tr>
<tr>
<td>Chapter 23</td>
<td>BE 1 – 10 E 1-3,7 – 10,13 PS 1A,3A – 7A</td>
</tr>
<tr>
<td>Chapter 26</td>
<td>BE 1 – 4,7,9 E 1,4,5,7,10 PS 1A – 3A</td>
</tr>
<tr>
<td>Chapter 25</td>
<td>BE 1 – 5, 8 E 1, 4 – 6 PS 1A,5A</td>
</tr>
<tr>
<td>Chapter 24</td>
<td>BE 1 – 8, 10 E 1 – 9,11 PS 1A,4A</td>
</tr>
<tr>
<td>Chapter 18</td>
<td>BE 1 – 9 E 1 – 3,5,6,8,9,14 PS 1A,4A,5A</td>
</tr>
<tr>
<td>Chapter 15</td>
<td>BE 1,3,5,7,9,10 E 1,6 PS None</td>
</tr>
</tbody>
</table>
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| Chapter 14 | BE 1, 3 -10  
|           | E 4,10,13  
|           | PS 1A,4A,7A,8A  
| Final Exam/Exam 2 |  

Important Dates:

First Class – June 28 (Lab) June 30 (Lecture)  
Exam 1 – July 21 (Lecture - first 90 minutes)  
Last day to drop without an F – July 15.  
Last class – Lecture August 4 (Final exam), Lab August 2.  
Final exam – Normal classroom (Lecture) August 4.