

**Sul Ross State University**  
**Department of Business Administration**  
**ACC 2301:001**  
**Principles of Accounting I**  
**11:00 – 12:15 TR**  
**BAB 318**  
**Fall 2016**

**Course Instructor:** Mary Jane Saucedo, PhD, CPA  
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**Office Hours:**

**Tuesdays & Thursdays 7:30 – 11:00**

**Wednesdays 5:00 – 6:00**

**Other Times by Appointment**

**Course Description:**

Principles of commercial accounting as applied to classification of accounts, preparation of financial statements, procedures in handling business papers, controlling accounts, and adjusting and closing records.

**Required Course Materials:**

**FINANCIAL & MANGERIAL ACCOUNTING, 13th edition**, by Waren, Reeve, & Duchac, ISBN # 978-1-285-86630-7, published by Cengage Learning.

**Program Learning Objectives (PLO):**

- PLO 1 Analyze and solve business problems across major business functions, using fundamental business principles and strategies
- PLO 2 Communicate business information through written, oral and other delivery processes
- PLO 3 Identify and discuss the impact of ethical and social responsibility issues in business
- PLO 4 Identify and describe the major components of the external business environment

**Student Learning Outcomes:**

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

- Explain the functions, uses and influence of accounting in society and in ethical financial decision-making

- Describe and apply the steps of the accounting cycle, using mathematics to organize and analyze financial data.
- Explain fundamental generally accepted accounting principles (GAAP), especially as they apply to accrual accounting and ethical decision-making
- Identify, prepare and explain the content and reporting aims of the four basic financial statements: Income Statement, Statement of Owner's/Stockholders' Equity, Balance Sheet and Statement of Cash Flows.
- Define the elements of internal control and apply internal control procedures to business organizations
- Prepare bank reconciliation for the purpose of understanding the importance of cash and internal control
- Describe and apply accounting procedures for Cash, Receivables, Plant Assets, and Liabilities

### **Attendance:**

Class attendance is required. Each student is expected to attend class regularly, to arrive on time, and to remain until class is dismissed. Tardiness and leaving class early are disruptive for other students and the instructor. Students who do not arrive promptly or who leave early may be noted as absent.

The class attendance policy on page 69 of the 2012-2014 catalog will be followed. A student will be dropped after they accumulate six absences. General guideline is nine absences for a MWF class, six absences for a MW or TR class and three absences for a night class. Absences from class for University sanctioned activities shall not be included in this count provided the student notifies the instructor in advance.

### **Classroom Behavior:**

Distracting behavior such as uninvited casual talk among students, use of cellular phones, beepers or inappropriate behavior toward fellow students or faculty is unacceptable. Turn off your cell phone and any other electronic equipment before class starts. If you turn your phone to vibrate, do not answer it in class and do not leave the classroom to answer your phone unless you have an emergency.

**Students misbehaving in class will be asked to write a ten page paper on why they cannot behave as an adult in class. This paper will become part of the Homework Grade and if not submitted will be assigned as an "F". Also, disruptive students will be called to the front and asked to lead the class discussion and/or problems solving session.**

### **Assignments:**

Students are required to read the assigned materials prior to class and be prepared to participate in class discussions. Homework will not be accepted late. Please read the syllabus and follow the timeline on assignments.

**Course Grading:**

Class Participation	10%
Homework	30%
Exams (3 exams at 20% each)	60%
Total Points	100%

Your grade will be based on the following scale:

A	90-100%
B	80-89%
C	70-79%
D	60-69%
F	59% and below

**Academic Honesty:**

Cheating or plagiarism includes the copying of all or part of another person's work and will not be tolerated. If you allow your work to be copied or make it available to another student for this purpose you are also cheating. All parties involved will receive an F on the assignment.

**Students with Disabilities:**

The University is committed to equal access in compliance with the Americans with Disabilities Act of 1990 (ADA) and section 504 of the Rehabilitation Act of 1973. The Counseling Center has the responsibility to assist students with disabilities in gaining opportunities for full participation in programs, services and activities. Disability Services is currently located in Ferguson Hall Room 112. . The telephone number is (432) 837-8203.

**Course Schedule and Assignments:**

Please see attached page for course schedule and assignments.

**ACCT 2301:001  
PRINCIPLES OF ACCOUNTING I  
CHAPTER ASSIGNMENTS\***

Date	Chapter	Exercises	Problems
8/23/2016		Introduction	
8/25/2016	1	Review Chapter	
8/30/2016	1	<b>1,2,4,6,7,13,14,15,16,17,20,22,23,25</b>	<b>3A</b>
9/1/2016	2	Review Chapter	
9/6/2016	2	<b>1,2,4,6,7,9,10,11,12,13,18</b>	<b>1A</b>
9/7/2016		<b>Deadline to Withdraw without Recorded Grade</b>	
9/8/2016	3	<b>Review Chapter</b>	
9/13/2016	3	<b>1,4,5,6,8,10,11,13,14,17,19,27</b>	<b>3A</b>
9/15/2016	4	<b>Review Chapter</b>	
9/20/2016	4	<b>1,2,3,6,8,9,10,12,14,16,17,18,19,21,22</b>	<b>1A</b>
<b>9/22/2016</b>		<b>EXAM I Chapters 1-4</b>	
9/27/2016	5	Review Chapter	
9/29/2016	5	<b>1,2,3,4,5,7,10,13,14,19,29,32</b>	<b>4A</b>
10/4/2016	6	Review Chapter	
10/6/2016	6	<b>1,2,3,4,7,8,12,</b>	<b>4A</b>
10/11/2016	7	Review Chapter	
10/13/2016	7	<b>1,2,10,12,15,16,24,</b>	<b>3A</b>
<b>10/17/2016</b>		<b>Semester Mid-Term</b>	
10/18/2016	8	Review Chapter	
10/20/2016	8	<b>1,2,3,4,5,6,8,9,10,11,13,17,19,20,24,26,</b>	<b>5A</b>
<b>10/25/2016</b>		<b>EXAM II Chapters 5-8</b>	
10/27/2016	9	Review Chapter	
11/1/2016	9	<b>1,3,4,7,8,10,14,15,16,18,19,20,21,22,23,</b>	<b>6A</b>
11/3/2016	10	Review Chapter	
11/8/2016	10	<b>2,3,5,6,7,8,9,10,11,20,21,22,</b>	<b>4A</b>
11/10/2016	11	Review Chapter	
<b>11/11/2016</b>		<b>Deadline to Withdraw with a "W"</b>	
11/15/2016	11	<b>1,3,4,5,6,7,9,10,11,14,16,19,20,21,22,23</b>	<b>1A</b>
11/17/2016	12	Review Chapter	
11/22/2016	12	<b>5,6,7,8,10,13,14,17,18,21,22A,</b>	<b>2A,3A</b>

11/24/2016

THANKSGIVING HOLIDAY

11/29/2016  
12/1/2016

13

1,2,3,6,10,12,17,18,19,22,25  
DEAD DAY

12/5/2016

FINAL EXAM Chapters 9 - 13 scheduled at 10:15 - 12:15

12/9/2016

Fall Commencement

**\*Assignments Subject to Change**