



TEXAS A&M UNIVERSITY
SAN ANTONIO

**ACCT 3301 - Accounting for non-accounting
Majors**

Fall 2026 | Section 3301 902

Department of Accounting & Finance, College of
Business

Course Information

- Asynchronous (Fully Online)
- Course Dates: 08/24/2026 - 12/11/2026

Instructor Information

- Instructor: ALMUTAZBELLAH (AL) MANSI
 - Email: Almutazbellah.mansi@tamusa.edu
 - Course Website: Blackboard (<https://tamusa.blackboard.com/>)
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Catalog Course Description

This course introduces the fundamental concepts of financial accounting in accordance with U.S. Generally Accepted Accounting Principles (GAAP). Students examine procedures used to identify,

measure, record, and communicate financial information affecting business organizations.

Course Objectives

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

1. Examine accounting principles and practices from a managerial perspective, emphasizing the role of accounting information in business decision-making.
2. Evaluate the sources, benefits, and limitations of financial accounting information and understand its application in supporting the core management functions of planning, organizing, staffing, directing, and controlling.
3. Analyze publicly available financial statements using both vertical and horizontal analytical techniques to assess organizational performance and financial position.

This course is specifically designed for students who are not majoring in accounting and provides foundational accounting knowledge relevant to a broad range of business disciplines.

TSI Restrictions: Reading, Mathematics, and Writing.

Student Learning Outcomes

This course is organized into two major components: **Part A: Financial Accounting** and **Part B: Managerial Accounting**. Upon successful completion of the course, students will be able to:

- Explain the purpose and components of the primary financial statements, including the **income statement**, **balance sheet**, and **statement of cash flows**.
- Apply the principles of the **double-entry accounting system**, including the use of debits and credits in recording financial transactions.

- Compare and interpret financial statements across different types of business entities.
- Identify and evaluate common cost allocation methods, including **depreciation** and other cost assignment techniques.
- Perform **break-even analysis** and **target profit calculations** to support managerial decision-making.
- Differentiate between **direct materials**, **direct labor**, and **manufacturing overhead** costs.
- Distinguish between **job-order costing** and **process costing** systems and determine their appropriate applications.
- Calculate and allocate overhead costs using accepted managerial accounting methods.
- Analyze and compute **cost and performance variances** to assess operational efficiency.
- Evaluate business segments using **segment reporting** and **profitability analysis** techniques.
- Identify and classify **fixed, variable, and mixed costs**, and understand their impact on business planning and decision-making.

This course is designed to provide students with a practical understanding of financial and managerial accounting concepts that support effective business analysis and strategic decision-making.

Prerequisites

ACCT 2301 and ACCT 2302 or equivalent.

Restrictions: Students who have a major in Accounting, and Graduate level students may not enroll.

AACSB Assurance of Learning

The College of Business is AACSB accredited. As part of the College's continuous improvement process, students are assessed on program-level learning outcomes based on course outcomes from various courses. Materials from this course may be used to assess these program-level outcomes. Therefore, students are expected to demonstrate the necessary rigor and commitment to ensure mastery and retention of the course outcomes stated above.

Required Materials:

- **Textbook:** ACCOUNTING What the Numbers Mean 13th edition
Authors: David M. Marshall, Wayne W. McManus, Daniel F. Viele
Copyright year: © 2020
- **Assignments:** all course assignments will be completed online using McGraw-Hill Connect. An access code is required for Connect assignments.
- **Calculator:** A basic calculator (cell phone calculators are not permitted during exams).
- **Technology:** Blackboard, McGraw Hill Connect, Microsoft Excel and Word.
- **Computer Access:** Reliable internet access and a computer capable of running required software.

Students requiring accessible or alternative formats should coordinate with Disability Support Services (DSS).

Time Commitment

Students should plan to spend approximately 4–8 hours per week on readings, assignments, and exam preparation

Course Expectations Students are expected to:

1. Monitor Blackboard announcements and messages regularly.
 2. Complete assignments and exams by posted deadlines.
 3. Communicate questions or concerns promptly.
 4. Maintain reliable internet access for coursework. DSS-approved accommodations supersede general course policies.
 5. You can work on Assignments at your own pace but are expected to complete each assignment in a week. Assignments for Part A will close before the Mid term and for Part B before the Final exams.
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Grading Policy:

<u>Component</u>	<u>Weight</u>
Assignments	25%
Quizzes	25%
Midterm Exam	25%
Final Exam	25%
Total	100%

Grading Scale:

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

A minimum grade of C is required for satisfactory course completion.

Examinations:

- Midterm Exam: 32 multiple-choice to be taken on blackboard (Part A)
 - Final Exam: 32 multiple-choice to be taken on Blackboard (Part B)
- You will be given 24 hours to complete each test
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Make-Up and Late Work Policy:

Late or make-up work is accepted only in documented, extraordinary

circumstances (e.g., illness, university-approved activities). DSS-approved accommodations are honored.

Academic Accommodations for Individuals with Disabilities:

Texas A&M University-San Antonio is committed to providing all students with reasonable access to learning opportunities and accommodations in accordance with The Americans with Disabilities Act, as amended, and Section 504 of the Rehabilitation Act. If you experience barriers to your education due to a disability or think you may have a disability, Disability Support Services is located in the Central Academic Building, Suite 210. You can also contact us via phone at (210) 784-1335, visit us at the website or email us at dss@tamusa.edu. Disabilities may include, but are not limited to, attentional, learning, mental health, sensory, physical, or chronic health conditions. All students are encouraged to discuss their academic accommodations with Disability Support Services and their instructors as soon as possible. DSS

- Location: Central Academic Building, Suite 210
- Phone: (210) 784-1335 • Email: dss@tamusa.edu
- Website: <https://www.tamusa.edu/Disability-Support-Services/>

Course materials are provided in accessible digital formats. Captions are provided for video content, and alternative formats are available upon request.

University Policies and Support Services:

This course follows all Texas A&M University-San Antonio policies regarding academic integrity, Title IX, discrimination and harassment, religious observances, military and veteran services, mental health resources, emergency preparedness, and student rights and responsibilities. Students are encouraged to review these policies and utilize available support services.

University Email Policy and Course Communications:

All correspondence between professors and students must occur via tamusa email accounts or Blackboard messages. You must have your Jaguar email account ready and working. If it is not working, contact the help desk at 210-784-4357.

Use of Artificial Intelligence (AI):

Course 3301 assumes that all work submitted by students will be generated by the students themselves, working individually or in groups. Students should not have another person/entity do the writing of any portion of an assignment for them, which includes hiring a person or a company to write assignments and/or using artificial intelligence (AI) tools like ChatGBT. Use of any AI-generated content in this course qualifies as academic dishonesty and violates Texas A&M-San Antonio's standards of academic integrity.

Academic Learning Center:

All currently enrolled students at Texas A&M University-San Antonio can utilize the Academic Learning Center for subject-area tutoring. The Academic Learning Center provides free course-based tutoring to all currently enrolled students at Texas A&M University-San Antonio. Students wishing to work with a tutor can make appointments through the Brainfuse online tutoring platform. Brainfuse can be accessed in the Tools section of Blackboard. You can contact the Academic Learning Center by emailing tutoring@tamusa.edu, calling (210) 784-1307, or visiting the Central Academic Building, room 202. Online tutoring is also available for after hours and weekend assistance.

Counseling/Mental Health Resources:

As a college student, there may be times when personal stressors interfere with your academic performance and negatively impact your daily functioning. If you are experiencing emotional difficulties or

mental health concerns, support is available to you through the Student Counseling Center (SCC). To schedule an appointment, visit our website, call 210- 784-1331 or visit Madla 120 between the hours of 8:00 AM and 5:00 PM. All mental health services provided by the SCC are free and confidential (as the law allows). The Student Counseling Center provides brief individual and group therapy, crisis intervention, consultation, case management, and prevention services. Crisis support is available 24/7/365 by calling the SCC at 210-784-1331 or through the TELUS student support App. The TELUS Student Support App provides a variety of mental health resources to including 24/7/365 support for in the moment distress, crisis support, an anonymous peer-to-peer support network, mental health screenings, podcasts, and articles to improve your mental wellbeing.

Emergency Preparedness:

JagE Alert is Texas A&M University-San Antonio's mass notification system. In the event of an emergency, such as inclement weather, students, staff and faculty, who are registered, will have the option to receive a text message, email with instructions and updates. To register or update your information visit: <https://tamusa.bbcportal.com/>. More information about Emergency Operations Plan and the Emergency Action Plan can be found here. Download the SafeZone App (<https://safezoneapp.com/>) for emergencies or call (210) 784- 1911. Non-Emergency (210) 784-1900.

Financial Aid and Verification of Attendance:

According to the following federal regulation, 34 CFR 668.21: U.S. Department of Education (DoE) Title IV regulation, a student can only receive Title IV funds based on Title IV eligibility criteria which include class attendance. If Title IV funds are disbursed to ineligible students (including students who fail to begin attendance), the institution must

return these funds to the U.S. DoE within 30 days of becoming aware that the student will not or has not begun attendance. Faculty will provide the Office of Financial Aid with an electronic notification if a student has not attended by the published Census Date (the first week of class). Any student receiving federal financial aid who does not attend prior to the published Census Date (the first week of class) will have their aid terminated and returned to the DoE. Please note that any student who stops attending at any time during the semester may also need to return a portion of their federal aid.

Jaguar Writing, Language, and Digital Composing Center (WLDCC):

The Jaguar Writing Center provides writing support to graduate and undergraduate students in all three colleges as well as faculty and staff. Writing tutors work with students to develop reading skills, prepare oral presentations, plan, draft, and revise their written assignments. Our language tutors support students enrolled in Spanish courses and students composing in Spanish for any assignment. Our digital studio tutors support students working on digital projects such as eportfolios, class presentations, or other digital multimedia projects. The Writing Center offers face-to-face, synchronous online, and asynchronous digital appointments. Students can schedule appointments with the Writing Center in JagWire under the Student Services tab. Click on "Writing, Language, and Digital Composing Center" to make your appointment. Students wanting to work in realtime with a tutor can schedule an "Online Appointment." Students wishing to receive asynchronous, written feedback from a tutor can schedule an "eTutoring" appointment. More information about what services we offer, how to make an appointment, and how to access your appointment can be found on our website. The Writing Center can also be reached by emailing writingcenter@tamusa.edu.

Meeting Basic Needs:

Any student who has difficulty affording groceries or accessing sufficient food to eat every day or who lacks a safe and stable place to live and believes this may affect their performance in the course, is

urged to submit a CARE report for support. Furthermore, please notify the professor if you are comfortable in doing so. This will enable them to direct you to available resources. A food pantry is available on campus; [click here](#) for hours and contact information.

Military Affairs:

Veterans and active-duty military personnel are welcomed and encouraged to visit the Office of Military Affairs for any question involving federal or state VA Education Benefits. Visit the Patriots' Casa building, room 202, or to contact the Office of Military Affairs with any questions at military.va@tamusa.edu or (210)784-1397.

Religious Observances:

Texas A&M University-San Antonio recognizes the wide variety of faiths represented among the campus community and protects the rights of students, faculty, and staff to observe religious holidays according to their tradition. Under the policy, students are provided with an opportunity to make up any examination, study, or course work requirements that may be missed due to a religious observance provided they notify their instructors before the end of the second week of classes for regular session classes.

The Six-Drop Rule:

Students are subject to the requirements of Senate Bill (SB) 1231 passed by the Texas Legislature in 2007. SB 1231 limits students to a maximum of six (6) non-punitive course drops (i.e., courses a student chooses to drop) during their undergraduate careers. A nonpunitive drop does not affect the student's GPA. However, course drops that exceed the maximum allowed by SB 1231 will be treated as "F" grades and will impact the student's GPA.

Statement of Harassment and Discrimination:

Texas A&M University-San Antonio is committed to the fundamental principles of academic freedom, equal opportunity, and human dignity. To fulfill its multiple missions as an institution of higher learning, A&M-San Antonio encourages a climate that values and nurtures collegiality and the uniqueness of the individual on our campus and within our state, nation, and world. All decisions and actions involving students and employees are to be based on applicable law and individual merit. Texas A&M University-San Antonio, in accordance with applicable federal and state law, prohibits discrimination, including harassment, on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, or pregnancy/parenting status. Individuals who believe they have experienced harassment or discrimination prohibited by this statement are encouraged to contact the University's Civil Rights Officer at 210-784-2061 or titleix@tamusa.edu. Texas A&M University-San Antonio faculty are committed to providing a safe learning environment for all students and for the university as a whole. If you have experienced any form of sex discrimination or harassment, including sexual assault, sexual harassment, domestic or dating violence, or stalking based on sex, know that help and support are available. A&M-San Antonio's Title IX Coordinator can support those impacted by such conduct in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, and more. The university strongly encourages all students to report any such incidents to the Title IX Coordinator. Please be aware that all A&M-San Antonio employees (other than those designated as confidential resources such as counselors and trained victim advocates) are required to report information about such discrimination and harassment to the university. This means that if you tell a faculty member about a situation of sexual harassment, sexual violence, or other related sex-based misconduct, the faculty member must share that information with the university's Title IX Coordinator (titleix@tamusa.edu, 210-784-2061, CAB 439K). If you wish to speak to a confidential employee who does not have this reporting requirement, you can contact the Student Counseling Center at (210) 784-1331 or visit them in Madla 120.

Pregnant/Parenting Students:

Texas A&M-San Antonio does not require a pregnant or parenting student, solely because of that status or issues related to that status, to (1) take a leave of absence or withdraw from their degree or certificate program; (2) limit the student's studies; (3) participate in an alternative program; (4) change the student's major, degree, or certificate program; or (5) refrain from joining or cease participating in any course, activity, or program at the University. The university will provide such reasonable accommodations to pregnant students as would be provided to a student with a temporary medical condition that is related to the health and safety of the student and the student's unborn child. These could include maintaining a safe distance from substances, areas, and activities known to be hazardous to pregnant individuals and their unborn child; excused absences because of illness or medical appointments; modified due dates for assignments; rescheduled tests/exams; taking a leave of absence; and being provided access to instructional materials and video recordings of lectures for excused absences, if these would be provided to any other student with an excused absence. Pregnant/parenting students are encouraged to contact the Title IX Coordinator with any questions or concerns related to their status (titleix@tamusa.edu; 210-784- 2061; CAB 439K). Texas A&M-San Antonio has also designated the Title IX Coordinator as the liaison officer for current or incoming students who are the parent or guardian of a child younger than 18 years of age. The Title IX Coordinator can provide students with information regarding support services and other resources. Young Jaguars can support parenting students with daycare if students meet this criteria: (1) must be enrolled in classes at Texas A&M-San Antonio in the current semester, (2) must be Pell eligible or a single parent, (3) child(ren) must be aged 3 to 12-years-old, and (4) child(ren) must be enrolled in pre-K-3 through 6th grade. For more information, please contact Young Jaguars at youngjaguars@tamusa.edu or call (210) 784-2636.

Students' Rights and Responsibilities:

The following statement of students' rights and responsibilities is intended to reflect the philosophical base upon which University Student Rules are built. This philosophy acknowledges the existence of both rights and responsibilities, which is inherent to an individual not only as a student at Texas A&M University-San Antonio but also as a citizen of this country.

Students' Rights

1. A student shall have the right to participate in a free exchange of ideas, and there shall be no University rule or administrative rule that in any way abridges the rights of freedom of speech, expression, petition and peaceful assembly as set forth in the U.S. Constitution.
2. Each student shall have the right to participate in all areas and activities of the University, free from any form of discrimination, including harassment, on the basis of race, color, national or ethnic origin, religion, sex, disability, age, and pregnancy/parenting or veteran status in accordance with applicable federal and state laws.
3. A student has the right to personal privacy except as otherwise provided by law, and this will be observed by students and University authorities alike.
4. Each student subject to disciplinary action arising from violations of university student rules shall be assured a fundamentally fair process.

Students' Responsibilities

1. A student has the responsibility to respect the rights and property of others, including other students, the faculty, and administration.
2. A student has the responsibility to be fully acquainted with the published University Student Rules found in the Student Handbook, Student Code of Conduct, on our website, and University Catalog, and to comply with them, as well as with federal, state, and local laws.
3. A student has the responsibility to recognize that student actions reflect upon the individuals involved and upon the entire University community.
4. A student has the responsibility to recognize the University's obligation to provide a safe environment for learning.
5. A student has the responsibility to check their university email for any updates or official university notifications. We expect that students will behave in a manner that is dignified, respectful, and courteous to all people, regardless of sex, ethnic/racial origin, religious background, or disability. Conduct that infringes on the rights of another individual will not be tolerated. Students are expected to exhibit a high level of honesty and integrity in their pursuit of higher education. Students engaging in an act that violates the standards of academic integrity will find themselves facing academic and/or disciplinary sanctions. Academic misconduct is any act, or attempt,

which gives an unfair advantage to the student. Additionally, any behavior specifically prohibited by a faculty member in the course syllabus or class discussion may be considered as academic misconduct. For more information on academic misconduct policies and procedures please review the Student Code of Conduct or visit the resources available in the OSRR website.

Course Syllabus

Important Fall 2026 Dates:

August 20 - Tuition & Fee Payments deadline

August 24 - First day of class

September 7 - Labor Day Holiday - No Classes / University Closed

September 9 - Census Date - Students not paid in full or enrolled in a payment plan by 4:59 pm may be dropped for non-payment

October 5 - October 16 - Midterm grading period

November 13 - Last day to drop with an automatic W

November 25 - Study Day - No classes

November 26-November 28 - Thanksgiving Holiday - No Classes / University Closed

November 30 - Last day to drop a course or withdraw from the University

December 4 - Last day of classes

December 5 - December 11 - Final exams

December 15 - Commencement

The complete academic calendar is available online