ACCT 2301 600, Principles of Financial Accounting, Fall 2020, CRN: 12643
Department of Accounting and Finance, College of Business

Course Syllabus

Class Modality: Online Asynchronous
Class Recordings: Available in Blackboard Collaborate Ultra
Class Duration: 08/20 - 12/12
Instructor: Dr. Beu (Eve) Lee, KICPA, CFA
Office: CAB 427 F
Tel: 210-784-2372
E-Mail: blee@tamusa.edu
Student emails will receive a reply within two business days.

Course Website: https://tamusa.blackboard.com/
Office Hours:
T R 10:00 am - 11:00 am (Blackboard Collaborate Ultra)
W 12:15 pm - 5:30 pm (Blackboard Collaborate Ultra)
7:15 pm - 8:00 pm (Blackboard Collaborate Ultra)
and by appointment.

Catalog Course Description: This course is an introduction to the fundamental concepts of financial accounting as prescribed by US generally accepted accounting principles (GAAP) as applied to transactions and events that affect business organizations. Students will examine the procedures and systems to accumulate, analyze, measure, and record financial transactions.

Course Objectives: This course will cover cost accumulation concepts and techniques for Product Costing and Planning and Control, as well as Managerial Decisions. Modern management accountants are not only concerned with how cost data are transformed into cost accounting information but more importantly how to use cost accounting information to aid managerial goals. The course should develop the student's understanding, skill, and analytical ability in management accounting to the level where he or she can function effectively (and efficiently) as a professional management accountant in industry, public accounting, management consulting, government, or personal business management.

Student Learning Outcomes: After successful completion of this course, students will be able to:
1. Understand the difference between cash accounting and accrual accounting.
2. Understand the basic accounting equation
3. Understand the four key financial statements
4. Understand the definition of key financial statement elements (assets, liabilities, shareholders’ equity, revenue and expenses)
5. Understand how the financial statements are formulated and interact
6. Do journal entries, T-accounts, general ledger & how they are used to record and analyze transactions
7. Understand the accounting cycle.
8. Understand the meaning of debit and credit.

AACSB Assessment:
The College of Business is in the process of applying for AACSB accreditation. As part of that process, students will be assessed on program level outcomes based on course outcomes from various courses. The materials from this course may be used for assessing such program level outcomes, and hence students must follow the necessary rigor to ensure mastery of the above course outcomes.

COVID-19: Due to the current pandemic environment, all university personnel (faculty, students and staff, etc.) are required to adhere to mandated procedures and guidelines as communicated through university communications.

Required Materials:
- **Calculator:** A Financial calculator
- **Blackboard:** Connect to [http://tamusa.blackboard.com](http://tamusa.blackboard.com). You will have lecture notes, multimedia materials and other supplementary materials in Blackboard.
- **Connect:** You will complete quizzes and homework assignments in an online McGraw-Hill textbook website called Connect. Instructions on how to obtain online access and a link to the website will be provided in Blackboard.
- **Time:** You are expected to spend 4-8 hours per week for the course. Based on the background, some student may require more time. Time spent may be longer when assignment/exams are due.

Other Recommended / Reading Materials: Additional reading materials are available at our course website as recommended by the instructor.

Course Requirements every student must fulfill in order to succeed in the course:
1. Students should check the Course Calendar, Announcements, and Messages (e-mail) systems in Blackboard on a regular basis.
2. Students should keep current with all course projects, quizzes, and examinations.
3. If the course uses remote proctoring for exams, students must schedule their exams early in the semester.
4. Students should ask questions and communicate with the instructor either in class, online, off-line, or during office hours.
5. For all classwork, exams, quizzes, etc., if a student is completing it off-campus, then they are responsible for the availability of internet connectivity. Extensions will not be granted for lack of availability of internet connections.
6. Students should remember that online courses assume greater responsibility and independent learning skills by the student for their own learning outcomes.
7. For online courses, students should keep current on class recordings, if not attending the live class (either in person or online).
8. For online asynchronous courses, there will be no online class sessions. All materials will be made available through Blackboard or through online links.
Grading Policy: The final course grade will be based on your performance on the quizzes, exams, assignments using the following weights:

- Quizzes: 10%
- Homework: 20%
- 2 Mid-term Exams: 40%
- Final Exam (Comprehensive): 30%
- Total: 100%

The final letter grades will be assigned as follows: Above 90% ⇒ A; 80 – 89% ⇒ B; 70 – 79% ⇒ C; 60 – 69% ⇒ D; Below 60% ⇒ F.

Examinations and Assignments: There will be two mandatory mid-term exams and a mandatory final exam (as per university schedule). Being absent for an exam will result in a grade of zero for that exam and may result in a fail grade in the course. The exams will consist of conceptual multiple-choice questions, and problem solving questions. The exam materials will come from lecture notes, the text, and class discussions. Questions will emphasize understanding and applications of concepts and topics covered in class. ALL assignments and exam problems solutions must be 100% your work. The default consequence for academic dishonesty is a failure for the course.

Proctored Exams: Examinations in this class may/will be administered using secure online testing services. Details regarding proctored test sign up, and administration will be provided at least 2 weeks prior to the exam.

Homework/Quizzes: All homework and quizzes will be worked and submitted using the publisher's website, Connect. The quizzes will consist of true/false questions and multiple-choice questions while the homework assignment with multiple-choice questions, and problem solving questions. In order to be sure that you receive credit for all of your work, please access your assignments through Blackboard rather than going directly to Connect. Homework with unlimited attempts and quizzes with 3 attempts are due at 11:59 pm (Central Time) and the highest score will be taken.

Make up and Late Assignment/exam/quiz policy: As a general rule, make-ups or late submissions will NOT be offered or accepted for any missed assignments/exams/quizzes. Late submissions or make-ups may be accepted/administered only in extra-ordinary circumstances such as an excused official university activity, a severe illness, or a dire emergency. However, you must provide comprehensive documentation either before or within a few days of the missed assignment/quiz/exam.

Class conduct and civility code: Everyone in class is expected to follow all rules in the student handbook, as well as common courtesy during classroom lectures and discussions in class and online, including the following:

1. Attendance may be taken at the beginning or the end of the class.
2. It is the students’ responsibility to obtain and be able to use the required materials and software for this class.
3. Student must retain copies of all assignments and graded work for verification purposes. Keep copies of all computer files and e-mails.
4. Talking while the instructor is lecturing is extremely disruptive and discourteous to the instructor and other students.

5. Using computers or phones (except for a valid urgent need) during class for a purpose not related to class is disruptive. All cell phones and gadgets should be turned off and headphones removed.

6. For any questions about the exams and assignments, a student should contact the instructor, before the day they are due, so the instructor may have enough time to provide feedback.

7. All communications will be via e-mail communications to the Texas A&M University e-mail account, and students are expected to use their school provided email account. The instructor will reply to a student e-mail messages within 48 hours during week days (Monday-Friday).

8. All assignment submissions must be uploaded to Blackboard by the due date.

Anyone violating these policies may be subject to disciplinary actions.

**Class attendance and Participation:** A vital part of every student's education is regular attendance of class meetings. Any absences tend to lower the quality of a student's work, and frequent or persistent absences may result in a failing grade. Students are responsible for the materials covered in class. The course covers a lot of material and most students find at least some parts of it difficult. Class participation is highly encouraged as it makes the class more interesting and enhances the learning experience. Students are strongly encouraged to ask questions and participate in class discussions and problem solving.

The course is intensive and challenging and you are expected to master the materials presented in class. The structure of the class makes your individual study and preparation outside of class extremely important. Reading the assigned chapter(s) and having some familiarity with them before class will be very useful for understanding lectures. However, a **minimum** of two hours of work outside the class is expected for every one hour of class period per week. Reading the assigned chapter(s) and having some familiarity with them before class will be very useful for understanding lectures.
**Fall 2020 ACCT 2301 600 Class Schedule**

The provisions and information set forth in the schedule below are intended to be informational and not contractual in nature. The instructor reserves the right to amend, alter, change, delete or modify the provisions of the schedule.

<table>
<thead>
<tr>
<th>Week</th>
<th>Dates</th>
<th>Chapter and Topic</th>
<th>Due Sunday 11:59 PM</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Aug 20 – Aug 26</td>
<td>Syllabus, Prologue: Financial Accounting Overview</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Sep 3 – Sep 9</td>
<td><strong>Sep 7 (Monday) Labor Day Univ Closed.</strong> Chapter 2. The Accounting Cycle: During the Period</td>
<td>Chapter 1. HW/Quiz</td>
</tr>
<tr>
<td>4</td>
<td>Sep 10 – Sep 16</td>
<td>Chapter 3. The Accounting Cycle: End of the Period</td>
<td>Chapter 2. HW/Quiz</td>
</tr>
<tr>
<td>5</td>
<td>Sep 17 – Sep 23</td>
<td>Chapter 4. Cash and Internal Controls</td>
<td>Chapter 3. HW/Quiz</td>
</tr>
<tr>
<td>6</td>
<td>Sep 24 – Sep 30</td>
<td>Chapter 4. Cash and Internal Controls</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Oct 1 – Oct 7</td>
<td>Mid-term Exam Chapter 5. Receivables and Sales</td>
<td>Chapter 4. HW/Quiz</td>
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<tr>
<td>8</td>
<td>Oct 8 – Oct 14</td>
<td>Chapter 6. Inventory and Cost of Goods Sold</td>
<td></td>
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<tr>
<td>9</td>
<td>Oct 15 – Oct 21</td>
<td>Chapter 7. Long-Term Assets</td>
<td>Chapter 5. HW/Quiz</td>
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<tr>
<td>11</td>
<td>Oct 29 – Nov 4</td>
<td>Chapter 9. Long-Term Liabilities</td>
<td>Chapter 7. HW/Quiz</td>
</tr>
<tr>
<td>12</td>
<td>Nov 5 – Nov 11</td>
<td>Chapter 10. Stockholders’ Equity</td>
<td>Chapter 8. HW/Quiz</td>
</tr>
<tr>
<td>13</td>
<td>Nov 12 – Nov 18</td>
<td>Mid-term Exam Chapter 10. Stockholders’ Equity</td>
<td>Chapter 9. HW/Quiz</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Univ Closed Nov 26-28. Dec 2 Last day of classes</strong></td>
<td></td>
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<tr>
<td>16</td>
<td>Dec 3, Dec 4</td>
<td><strong>Reading Days</strong> – Classes do NOT meet.</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Dec 7 – Dec 12</td>
<td><strong>Final Exam</strong> – As per University Schedule</td>
<td>Chapter 12. HW/Quiz</td>
</tr>
</tbody>
</table>

**Drop Policy**

You may drop the course with an automatic grade of W on or before the date listed in the academic calendar at www.tamusa.edu. The last date to drop a course, or withdraw from the University is also indicated in the academic calendar on the university website (www.tamusa.edu). If you wish to drop the class, you must submit the necessary paperwork to the proper authority. Students dropping a course are subject to all conditions listed in the university catalog.

**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 includes 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 the first week of class. Any student receiving Federal financial aid who does not attend the first week of class will have his/her 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 his/her federal aid.
Jaguar Writing Center

The Jaguar Writing Center provides writing assistance to graduate and undergraduate students in all three colleges. Writing tutors work with students to develop reading skills, prepare oral presentations, and plan, draft, and revise their written assignments. Students can make individual or group appointments with a writing tutor. The Writing Center can be contacted by email at: Student.Success@tamusa.edu or by phone at (210) 784-1307, or by visiting its web page from www.tamusa.edu.

Jaguar Tutoring Center

The Tutoring Center at Texas A&M University–San Antonio provides academic assistance to students in TAMU-SA’s schools of Business, Education, and Arts and Sciences. Literacy tutors help students develop reading skills, prepare oral presentations, and plan, draft, and revise their papers. Business tutors provide individual assistance in statistics, accounting, and math. The goal of TAMU-SA tutors is to empower students to succeed academically. The tutoring center can be contacted by email at: Tutoring@tamusa.edu or by phone at: (210) 784-1332, or by visiting its web page from www.tamusa.edu.

University Email Policy and Course Communications

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

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 non-punitive 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.

Students with Disabilities

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disability. If you believe you have a disability that may require accommodations, please contact Disability Support Services (DSS) for the coordination of services. The phone number for DSS is (210) 784-1335 and email is dsupport@tamusa.edu.

Violations of Academic Conduct (Section 14.5 Student Handbook)

As a member in an academic community, students at Texas A&M University–San Antonio are expected to exhibit a high level of honesty and integrity in their pursuit of higher education, be mature, be self-directed and be able to manage their own affairs. Students who are unwilling to abide by these basic expectations will find themselves facing academic and/or disciplinary sanctions. Students are expected to share in the responsibility and authority with faculty and staff to challenge and make known acts that
violate the Texas A&M University-San Antonio Code of Conduct. For more information please visit the Office of Student Rights & Responsibilities website http://bit.ly/TAMUSAStudentRR.

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. Academic misconduct includes, but is not limited to, cheating, plagiarism, multiple submissions, collusion, lying and bribery. For more information, refer to the Student Code of Conduct, Article III: Conduct Rules and Regulations. Texas A&M University-San Antonio faculty has the discretion to impose grade penalties as deemed necessary.

Faculty members are required to report such serious breaches of academic honesty to their chair, their dean and the Office of Student Rights and Responsibilities. In cases of academic misconduct, students may be subject not only to grade sanctions in courses but to disciplinary action. Grade sanctions may be imposed only by faculty members, but suspension or expulsion may be imposed only by the Vice President for Student Affairs. If a student wishes to appeal the decision of suspension or expulsion due to violations of academic misconduct, they must initiate their appeal as outlined within the Student Code of Conduct. Extenuating circumstances may cause the University to deviate from the defined time frames.

All student term papers and other written assignments are subject to analysis by anti-plagiarism software. Posting of any class work given to student, or solutions, or discussion, on publicly accessible forums or on social media is not permissible.

Considering the potential consequences of academic misconduct, it is obviously in students’ best interests to avoid even the appearance of such behavior. If a student is unclear whether a specific act might constitute academic misconduct, please she/he should contact the instructor for an assessment of the situation.

Key Dates For Fall 2020 Semester
The complete academic calendar is available online:
http://www.tamusa.edu/provost/academicresources/FallSpringSummerCalendars/spring.html

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aug 18</td>
<td>Drop for non-payment</td>
</tr>
<tr>
<td>Aug 19</td>
<td>Last Day for students to withdraw to receive 100% tuition</td>
</tr>
<tr>
<td>Aug 20</td>
<td>Classes Begin</td>
</tr>
<tr>
<td>Sep 4</td>
<td>Census Date. Also Last date to apply for Fall 2020 graduation</td>
</tr>
<tr>
<td>Sep 7</td>
<td>Monday - Labor Day - A&amp;M-SA Closed</td>
</tr>
<tr>
<td>Sep 8</td>
<td>Students dropped for Non-Payment will be assessed a $363 Reinstatement Fee</td>
</tr>
<tr>
<td>Oct 23</td>
<td>Last day to drop with an automatic &quot;W&quot;</td>
</tr>
<tr>
<td>Oct 26</td>
<td>Title IV 60% of semester (Financial Aid)</td>
</tr>
<tr>
<td>Nov 25-28</td>
<td>Thanksgiving Holiday, Classes do not meet</td>
</tr>
<tr>
<td>Dec 2</td>
<td>Last day to drop a course or withdraw from the University</td>
</tr>
<tr>
<td>Dec 2</td>
<td>Last day of Scheduled Classes</td>
</tr>
<tr>
<td>Dec 3, 4</td>
<td>Reading Days</td>
</tr>
</tbody>
</table>
Dec 7-12  Final Examinations - See your college catalog for schedule
Dec 12   End of Fall 2020 Semester
Dec 15   All grades for Fall 2020 16-week session due by Noon via JagWire
Dec 24-Jan1 Winter Break – A&M-SA Closed