**August 1st, 2023  
Memo to: Fall 23 Acct 152 Sec 13 & 14 Students**

Welcome to Acct 152!

I hope you are enjoying your last month of summer break. Since this accounting course is regarded as difficult, and to get you the head start necessary to increase chances of success, I want to give you course admin matters prior to our first class, especially since a few of you have already, or soon would have, asked about these matters**, especially the new textbook acquisition matters**. This way, everyone gets the information benefit at the same time.

***FAQs****:* **Professor Contact Information and Key Course Basic Info**

1**. Professor**[**Faculty Profile**](https://business.lehigh.edu/directory/robert-duquette): [**https://business.lehigh.edu/directory/robert-duquette**](https://business.lehigh.edu/directory/robert-duquette)

2**. Professor’s**[**LinkedIn Profile**](https://www.linkedin.com/in/robertduquette):  [**https://www.linkedin.com/in/robertduquette**](https://www.linkedin.com/in/robertduquette)

3. **Email**:  [**red209@lehigh.edu**](mailto:red209@lehigh.edu)

4. **Class times**: Mon & Wed Sec 14 @ 10:45am to Noon; then Sec 13 @ 12: 10 to 1: 25pm

5. **Class location**: RBC 151

6. **Zoom :  for in class polls and when regular in class is canceled for any reason:** [**https://lehigh.zoom.us/j/93906921565**](https://lehigh.zoom.us/j/93906921565)

7. **Virtual Office Hours**: By Appt only--Mon thru Wed 6 pm to 7pm and other times as agreed including weekends; Format: 30 min sessions; Zoom link is: **https://lehigh.zoom.us/j/98531482715.** Make appts in my calendar at:  [**https://calendar.google.com/calendar/u/0/selfsched?sstoken=UUxzdlYxYktEOU1JfGRlZmF1bHR8MjJiOTM0ZWI3NGUyZGMzZGQwYTczOWJmYjVjM2NmNWY**](https://calendar.google.com/calendar/u/0/selfsched?sstoken=UUxzdlYxYktEOU1JfGRlZmF1bHR8MjJiOTM0ZWI3NGUyZGMzZGQwYTczOWJmYjVjM2NmNWY)

8. **Textbook:**9781266062148   Managerial Accounting 17e w Connect – Garrison

9. **Publisher “Connect” link** for all Assignments: [**https://connect.mheducation.com/class/r-duquette-sections-13--14-1**](https://connect.mheducation.com/class/r-duquette-sec-10-and-11-1)

**(See separate FAQs memo on new Textbook acquisition procedures effective now)**

**10)** **What should you do before our first class to be best prepared?**

a) **Read through the syllabus available on CS**. The syllabus contains a list of hyperlinks on page 1 to the separate sections of the document to make it easier to locate topics of interest.

b) **Read through the easy prologue chapter and related slides entitled “Intro to Managerial Accounting”.** The slides for this chapter for the first week of class are posted on CS and the related Connect assignments are on the Connect course home page. We will normally have pre class and post class Connect assignments due throughout the week to spread out the workload and closely align course concepts to their related homework. However, for the first class on Monday morning Aug 28, we will not have any Connect assignment due.

c) **Come to class prepared with your questions about the Prologue**

d) Email me at [red209@lehigh.edu](mailto:red209@lehigh.edu) with any questions!!

*Hopefully this memo answers a lot of your questions and look forward to seeing you all on the 28th. 😊*



Professor Bob Duquette