

CAL POLY
ORFALEA COLLEGE OF BUSINESS
SAN LUIS OBISPO

COURSE: BUS 214-Financial Accounting
QUARTER: Fall 2015
INSTRUCTOR: Dr. Adam Bordeman
CLASS TIME: MW 10:10am-12:00pm
CLASSROOM: 03-206
OFFICE HOURS: MW 8:30am-10:00am, and by appointment
OFFICE: 03-327
EMAIL: abordema@calpoly.edu

COURSE OBJECTIVES:

Upon successful completion of this course, the student should be able to:

- 1) Demonstrate the use of principles, procedures, and concepts underlying the primary financial statements.
- 2) Develop a basic working vocabulary necessary to understand business transactions and the recording of accounting information.
- 3) Demonstrate knowledge of the double-entry accounting system by inputting transactions, processing data, and preparing and interpreting the financial statements.
- 4) Analyze the difference in accounting methods allowed under generally accepted accounting principles related to various assets, liabilities and equity transactions.
- 5) Demonstrate analytical, interpersonal, and communication skills in solving problems.
- 6) Continue to develop your vital business soft skills: writing, speaking, listening, and the ability to interact professionally in a group.

TEXTBOOK AND COURSE MATERIALS:

- Harrison, Horngren, and Thomas. Financial Accounting. 10th Edition, 2015, Pearson.
- MyAccountingLab is required for this course. All homework will be assigned through MyAccountingLab. This program also has a lot of great tools to help you master the material. Access should be included with the purchase of a new textbook. A la carte access can also be purchased. See final page of syllabus for instructions on registering for this class (This is also posted on PolyLearn).
- Calculator (non-programmable). Bring this daily as you will need it for in class examples, quizzes, and tests. I will not have extras. *Cell phones, laptops and any other smart devices will be strictly prohibited during assessments.*
- PolyLearn: I will be posting helpful information on PolyLearn throughout the quarter. You will be able to access class slides and other handouts, as well as general course information.

OTHER RESOURCES:

In addition to office hours, MyAccountingLab, and your fellow students, you can utilize FREE tutoring to help throughout the quarter. The Accounting Tutoring Lab is located in the Student Success Center on the 3rd Floor.

TIPS FOR SUCCESS:

This course **REQUIRES** a learn-by-doing approach. Accounting takes practice and you will be given a lot of opportunities to practice. My recommendations for success are to attend class, participate, ask questions, read the text, and work the practice problems. Most of you have not been exposed to accounting and it will seem like a foreign language at first. That is because it is! It's the language of business. To that end, I also recommend that you write out your work. The problems we will encounter often have many steps, too many to keep straight in your head. Write out your journal entries, T-accounts, trial balances, and financial statements. This habit will help you tremendously. Finally, if you feel like you need help, ask as early as possible in the quarter. The class will move fast and the first few weeks are critical to your success.

GRADING:

Homework:	170
Pop Quizzes:	80
Midterm 1:	100
Midterm 2:	100
Comprehensive Final:	<u>150</u>
Total:	600

A	100.00	93.00
A-	92.99	90.00
B+	89.99	87.00
B	86.99	83.00
B-	82.99	80.00
C+	79.99	77.00
C	76.99	73.00
C-	72.99	70.00
D+	69.99	67.00
D	66.99	60.00
F	59.99	0.00

The Grading Scale will be based on the Cal Poly scale. I reserve the right to alter the scale at my discretion.

TESTS:

There will be three (3) tests during the quarter, two midterms and a final. These exams will all be objective, multiple-choice exams. I will provide Scantron forms for the class. **YOU NEED TO BRING A PENCIL AND (NON-PROGRAMMABLE) CALCULATOR.** There will be **NO** make-up exams. If you have a University sanctioned excuse to miss an exam, please contact me **ASAP** so that we can make accommodations. **NOTE:** There will be no office hours on the day of an exam.

QUIZZES:

There will be five (5) unannounced quizzes. These quizzes will be multiple choice and 10-15 minutes in length. Please mark your answers clearly and carefully. Any ambiguous answers will be scored **WRONG**. There are **NO** make-up quizzes. Your quiz grade will be based on your 4 best scores; you will be allowed one (1) dropped quiz. Since these are unannounced, I recommend always bringing your calculator to class.

HOMEWORK:

Homework will be completed through MyAccountingLab. Please register for MyAccountingLab as soon as possible. You will not be able to complete the course without it. Registration details are included in this syllabus and on PolyLearn. Homework due dates are listed in the syllabus. Generally, homework is due by midnight on the night specified (see schedule). You will be penalized 2 points for every day an assignment is late.

POLICIES:

- Students withdrawing from the course will fall under the University policy for withdrawal. A student may withdraw from the course by the second week of instruction, without a serious and compelling reason. Please refer to the General Catalog for other administrative policy.
- Cheating and plagiarism will not be tolerated. Cheating results in an "F" course grade and further attendance in the course will be prohibited. Please review the University policy related to cheating and plagiarism located at the following website:
<http://www.academicprograms.calpoly.edu/content/academicpolicies/Cheating>
- Availability: I strive to be available for you. Please see me during office hours or we can make other accommodations. I will also do my best to respond to email in a timely manner. I'm here for you, so please don't hesitate.
- Classroom Environment: I want to encourage an open and stimulating interaction. Please don't be shy. That said, we want to maintain a professional and respectful atmosphere that is acceptable to all of us. You will all be professionals soon so let's start off with that foundation.
- Consequences: Actions have consequences. Students are expected to adhere to the class policies and expectations. Consequences for failing to comply may result in warnings, grade deductions, etc.
- Accommodations for Students with Disabilities: The Americans with Disabilities Act (ADA) requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation. If you believe you have a disability under the purview of this law, please contact the Student Affairs' Disabled Resource Center (Building 124, Room 119, phone number: 805-756-1395) as soon as possible.

HAVE A GREAT QUARTER!

Week	Class	Day	Date	Chapter	Notes	HW
1	1	M	Sep 21	1		
1	2	W	Sep 23	1		CH1. Due 9/27
2	3	M	Sep 28	2		
2	4	W	Sep 30	2&3		CH2. Due 10/4
3	5	M	Oct 05	3		
3	6	W	Oct 07	3		CH3. Due 10/11
4	7	M	Oct 12	TEST		
4	8	W	Oct 14	5	No Investments	
5	9	M	Oct 19	5&6	No Investments	CH5. Due 10/20
5	10	W	Oct 21	6		
6	11	M	Oct 26	6&7		CH6. Due 10/27
6	12	W	Oct 28	7		
7	13	M	Nov 02	7		CH7. Due 11/03
7	14	W	Nov 04	TEST		
8	15	M	Nov 09	8	TVM	
8	NO CLASS	W	Nov 11			CH8. Due 11/15
9	16	M	Nov 16	8&9	TVM	
9	17	W	Nov 18	9		CH9. Due 11/22
10	18	M	Nov 23	10		
10	NO CLASS	W	Nov 25			CH10. Due 11/29
11	19	M	Nov 30	10&12		
11	20	W	Dec 02	12		CH12. Due 12/6
	FINAL	M	Dec 07	ALL	10:10am- 1:00pm	

Pearson's MyLab & Mastering

MyAccountingLab® Student Registration Instructions

PEARSON

ALWAYS LEARNING

To register for **BUS 214 - Fall 2015**:

1. Go to www.pearsonmylabandmastering.com.
2. Under Register, select **Student**.
3. Confirm you have the information needed, then select **OK! Register now**.
4. Enter your instructor's course ID: **bordeman78475**, and **Continue**.
5. Enter your existing Pearson account **username** and **password** to **Sign In**.
You have an account if you have used a Pearson product, for example: MyMathLab, MyITLab, MyPsychLab, MySpanishLab or Mastering, such as MasteringBiology.
 - If you don't have an account, select **Create** and complete the required fields.
6. Select an access option.
 - Use the access code that came with your textbook or that you purchased separately from the bookstore.
 - Buy access using a credit card or PayPal account.
 - If available, get 14 days temporary access. (The link is near the bottom of the screen.)
7. From the confirmation page, select **Go To My Courses**.
8. On the My Courses page, select the course tile **BUS 214 - Fall 2015** to start your work.

To sign in later:

1. Go to www.pearsonmylabandmastering.com.
2. Select **Sign In**.
3. Enter your Pearson account **username** and **password**, and **Sign In**.
4. Select the course tile **BUS 214 - Fall 2015** to start your work.

To upgrade temporary access to full access:

1. Go to www.pearsonmylabandmastering.com.
2. Select **Sign In**.
3. Enter your Pearson account **username** and **password**, and **Sign In**.
4. Select **Upgrade access** from the course tile **BUS 214 - Fall 2015**.
5. Enter an access code or purchase access with a credit card or PayPal account.

For a registration overview, go to www.pearsonmylabandmastering.com/students/get-registered. Scroll down to **Need a little help?** and select a video.