| The Oregon Tech logo. | **Course Syllabus** |
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## **Instructor Information:**

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**Office Hours:** by appointment

## **Course Overview**

**Course Number:** ACC 201

**Course Title:** Principles of Accounting

**Course Description:**

Principles of Accounting introduces the basic concepts and procedures of financial accounting, which is accomplished through reading the course materials and text, online discussions, and solving assigned problems.

**Pre- requisites:**

MATH 111

**Credit Hours:** 4

**Accreditation:**

Individual courses cannot be accredited. Oregon Institute of Technology is accredited by the Northwest Commission on Colleges and Universities (NWCCU), an institutional accrediting body recognized by the Higher Education Coordination Commission and the Secretary of the U.S. Department of Education.

**Course Objectives:**

At the end of this course, the student should be able to:

* State the basic accounting equation and the meaning of assets, liabilities, and owner's equity.
* Identify, analyze and record financial transactions.
* Explain generally accepted accounting principles guiding the recording of financial information.
* Read and use basic financial reports, i.e. balance sheet and income statement, cash flow statement.
* Identify journals, ledgers and postings and their use in recording financial transaction.
* Define internal control and explain how it applies to cash receipts and disbursements.
* Record payroll transactions.
* Prepare the statement of cash flows using the direct method.

## **Textbooks and Resources:**

The textbook and materials needed for this course are available at the Oregon Tech Bookstore.

* *Accounting Principles*, 13th Edition, by Weygandt, Kieso and Kimmel, *(required)*
* Access to and knowledge of Microsoft Excel software

## **Grading**

Final grades will be based on total points earned, as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| Grade | Percent | Item | Points Possible |
| A | 90-100% | Assignments | 45 |
| B | 80-89% | Discussions | 18 |
| C | 70-79% | Quizzes | 90 |
| D | 60-69% | Midterm 1 | 50 |
| F | <60% | Midterm 2 | 50 |
|  |  | Final | 76 |
|  |  |  | 329 |

## **Tentative Course Schedule**

We will cover Chapters 1-5,7,8,11,17.  The following is a tentative schedule showing exam dates:

In the homework assignment below, Ex refers to the exercises and Prob. refers to the problems set A found at the end of each chapter.

The following is a tentative schedule showing exam dates. Please stay on schedule. The discussion questions should be answered during the dates assigned for that chapter. The chapter quiz should be taken by the date the chapter is scheduled to be completed and the assignments should be turned in by the date for completion of a chapter. I will accept late assignments, quizzes, and midterms up to one week from the due date but you need to stay on schedule to avoid falling behind and not being able to complete the course by the end of the term.

| Date | Chapter | Assignments |
| --- | --- | --- |
| 6/22-6/26 | 1 | Ex 2,3,5,8 Prob 1,3,4 |
| 6/27-7/1 | 2 | Ex 2,4,5,8 Prob 2,4,5 |
| 7/2-7/7 | 3 | Ex 1,3,4,8 Prob 1,4,5 |
| 7/8 | Midterm 1 |  |
| 7/8/13 | 4 | Ex 2,5,7,10 Prob 2,3,4 |
| 7/14-7/18 | 5 | Ex 1,3,4,9 Prob 1,3,4,5 |
| 7/19-7/23 | 7 | Ex 1,6,8,10, Prob 2,3,5 |
| 7/24 | Midterm 2 |  |
| 7/24-7/29 | 8 | Ex 2,3,7,10 Prob 2,4,5 |
| 7/30-8/3 | 11 | Ex 1,4,6,9,14 Prob 1,3,5 |
| 8/4-8/9 | 17 | Ex 1,10,12,13 Prob 3,5,7 |
| 8/10-8/14 | Final |  |

**Keys to Success in this Course:** (Follow in order)

1. Please pay close attention to the syllabus.  It will be your guide for the quarter including due dates for assignments and midterms
2. Read the assigned chapter
3. Study the course materials
4. Complete the assignment
5. Post at least two answers or comments to the discussion board.  The questions are found in the course content for each chapter.
6. Take the quiz

**Important Items:**

Plan on spending at least 12 hours per week on this course. Please complete your assignment using an Excel spreadsheet and submit it using the Assignment link located within course modules or use the "Assignments" link in course menu. There is a solution manual online to help you if you are having difficulty with an assignment. Use the solution to help you but do not rely on it without understanding what you are doing.

Odd things can happen in cyberspace: emails get lost, servers disconnect temporarily, logins are impossible. Please allow time to meet deadlines. I am available via email, or phone. Please contact me if you have having difficulty in the course.