Course Time and Location: Tuesday/Thursday 9:30am – 10:45am at BA 109
Instructor: Shannon Cornelison-Brown, MBA, CPA
Office Hours: Tuesdays, 12:15 – 1:15 or by appointment
Email (best contact method): shannon.brown@tamuc.edu
Telephone: (903) 886-5659

**Course Description:**
An introduction to financial accounting concepts and financial reporting, with the focus being on how decision makers analyze, interpret, and use accounting information. Emphasis is given to how accounting measures, records, and reports economic activities for corporations and on the relationship between accrual and cash flow measures in interpreting accounting information.

**Required Course Material:**
FINANCIAL AND MANAGERIAL ACCOUNTING PACKAGE Texas A&M Commerce

Below are your three options to acquiring the required course material:

1. Purchase information from A&M-Commerce bookstore:
   *New - Cost is approximately $182 and includes e-text and loose-leaf copy of text for both Acct 221 & 222 and one year online access to Customized My Accounting Lab PLUS, customized for and accessible only through your eCollege login. (NOTE: The used version does not include the online access to My Accounting Lab PLUS which is required for class and is included in the new version.)*

2. Purchase information from Pearson custom store:
   *Cost is approximately $170 and includes e-text and loose-leaf copy of text for both Acct 221 & 222 and one year online access to Customized My Accounting Lab PLUS, customized for and accessible only through your eCollege login.*

3. **Order the online customized My Accounting Lab PLUS directly from within eCollege on the first day of class. Price is the cheapest option and includes only the online MAL+ access. This option does not include the loose leaf text. Students in face-to-face classes**
are required to bring the text to class, either in digital form or in paper form, so the bundles above are the best price for students in face-to-face classes.

NOTE: You must purchase the customized My Accounting Lab PLUS. Do not purchase the "regular" version of My Accounting Lab. (This version will NOT work with eCollege.)

**Student Responsibilities:**
- Purchase required material
- Access to necessary computer resources
- Read assigned material as on schedule
- Complete all homework assignments and online discussions on time
- Prepare diligently for quizzes and examinations
- Take quizzes and examinations as scheduled
- Inquire if you do not comprehend the material
- Follow the policies set forth in this syllabus and as specified by the university

Due to the type of material that must be covered within this course, students will be required to accomplish an extensive amount of reading, studying and solving homework problems. It is vital for students not to fall behind as it will be quite challenging to catch up. Students are to be held responsible for learning all the material in the textbook, the information provided in recorded sessions and homework problems. Students are encouraged to study with classmates to assist in mastery of the course content.

**Instructional Methodology:**
This class will consist of lecture, discussions, homework (problem solving), quizzes and examinations. The method of instruction for this course will be in class.

**Evaluation:**
Evaluations consist of quizzes, examinations, homework and participation and discussion. All reading assignments are to be completed before turning in the homework. All homework assignments are due by the date listed in the syllabus. Late work is not acceptable. Students are required to complete all assignments. There are no make-up assignments. In the event a student does not complete an assignment when scheduled, the student will receive a zero.

**Course Grades:**
The final course grade is based on the following items:

<table>
<thead>
<tr>
<th>Course Work</th>
<th>Point Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular Examinations (2 x 150)</td>
<td>300</td>
</tr>
<tr>
<td>Final Examination</td>
<td>150</td>
</tr>
<tr>
<td>Quizzes (3 x 50)</td>
<td>150</td>
</tr>
<tr>
<td>Homework</td>
<td>100</td>
</tr>
<tr>
<td>Participation and Discussion</td>
<td>50</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>750</strong></td>
</tr>
</tbody>
</table>
There is no curve. Students will strive for mastery of the objectives rather than compete against each other. The levels of mastery are as follows:

<table>
<thead>
<tr>
<th>Grade Scale</th>
<th>Points</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>671 – 750</td>
<td>90% - 100%</td>
</tr>
<tr>
<td>B</td>
<td>596 – 670</td>
<td>80% - 89%</td>
</tr>
<tr>
<td>C</td>
<td>521 – 595</td>
<td>70% - 79%</td>
</tr>
<tr>
<td>D</td>
<td>446 – 520</td>
<td>60% - 69%</td>
</tr>
<tr>
<td>F</td>
<td>0 – 445</td>
<td>0% - 59%</td>
</tr>
</tbody>
</table>

**Participation & Discussion:**
Participation and Discussion count for 50 points of the final grade. Participation includes preparing for class, completing assignments on time, and homework explanations. Students are expected to be prepared for and participate in each class. Discussion board posting will be required periodically during the semester (see syllabus), typically covering a case or issue covered in class or in homework. Students will discuss and reply to other students’ postings in eCollege.

**Homework:**
Homework counts for 100 points of the final grade. Students must complete all homework before taking the quiz and/or exam over the material. No homework will be accepted after the final due date listed. Completing and comprehending the homework is key for success in this course. Do not short-change yourself by using the “guess and check” method for submitting homework. Homework problems are to be completed in My Accounting Lab Plus. Students will receive automatic feedback in this program so take the opportunity to learn from this feedback.

**Quizzes:**
Quizzes count for 150 points of the final grade. Timed quizzes will be given periodically during the course. The three quiz dates are available within the syllabus so prepare appropriately. Each quiz will count 50 points. The quizzes will be completed through My Accounting Lab and must be completed by the due date assigned. There will be no make-up quizzes given. The quizzes will consist primarily of homework problems assigned.

**Regular Examinations:**
Regular examinations count 300 points of the final grade. Three timed examinations will be given during the semester through My Accounting Lab. Each examination will cover four chapters. Of the three examinations, only two grades will be kept. The lowest exam grade will be dropped. Each examination will count 150 points. Examinations will include questions based on understanding concepts and solving problems. There will be no make-up examinations given.

**Final Examination:**
The final examination counts for 150 points of the final grade. The final examination will be given in class and will be cumulative (covering Chapters 1 through 13). Regular examinations will not be used to replace the final examination grade.
**E-mail Policy:**
E-mails are the best way to contact me. I generally answer e-mails within 24 hours. If you do not hear from me once that time has passed, please contact me again. I am not going to ignore you. Students must use the university e-mail for communication with the instructor. Within the e-mail correspondence, students must include the following: student name, campus ID, course name and section. Students are responsible for checking the university e-mail daily. The instructor will communicate with the class using university e-mail accounts. A computer lab is available in the library.

**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 disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services  
Texas A&M University – Commerce  
Gee Library, Room 132  
Phone (903) 886-5150 or (903) 886-5835  
Fax (903) 468-8148  
StudentDisabilityServices@tamuc.edu

**Comfortable Learning Environment:**
The university, this department, and your instructor are all committed to maintaining an inoffensive, non-threatening learning environment for every student. Class members (including the instructor) are to treat each other politely both in work and deed. Offensive humor and aggressive personal advances are specifically forbidden. If you feel uncomfortable with a personal interaction, contact your instructor for help in solving the problem.

**Academic Honesty Policy:**
The College of Business and Technology at Texas A&M University – Commerce will strive to be recognized as a community with legal, ethical, and moral principles and to practice professionalism in all that we do. Failure to abide by these principles will result in sanction up to and including dismissal. Five different types of activities that will bring sanctions are as follows:

- Illegal activity – Violation of any local, state, or federal laws that prohibit the offender from performance of his or her duty;
- Dishonest conduct – Seeking or obtaining unfair advantage by stealing or receiving copies of tests or intentionally preventing others from completing their work. In addition, falsifying of records to enter or complete a program will also be considered dishonest conduct;
- Cheating – The unauthorized use of another’s work and reporting it as your own;
- Plagiarism – using someone else’s ideas and not giving proper credit; and
- Collusion – Acting with others to perpetrate any of the above actions regardless of personal gain.
**Discipline Policy:**
“All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment.” (See Student’s Guide Handbook, Policies and Procedures, Conduct).

**Technical Problems/Questions:**
Newer versions of Explorer block pop-ups. You should disable the pop-up blocker to the online learning sites to avoid this problem. To temporarily turn it off or disable it for a specific website, go to tools and then pop-up blocker and select the off or pop-up blocker settings. The off selection temporarily turns it off until the browser is closed and the setting selection lets you permanently allow a specific website to use pop-ups. Personal computer problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a back-up method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work the temporary use of a computer at a friend’s home, the local library, Office Services such as Kinko’s, an Internet café, or a bookstore such as Barnes & Nobles.

Technical assistance is available 24 hours a day, 7 days a week. If you have questions related to eCollege, A&M – Commerce’s online course management system, click on “TECHNICAL SUPPORT” on the left side of your course screen. An e-mail box will appear. Fill out this technical support form, click submit, and your questions will be forwarded to the technical support staff. A resolution will be sent to you from the technical support staff via e-mail. If at any time you experience technical problems (e.g. you can’t log in to the course, you can’t see certain material, etc.) please contact the eCollege HelpDesk, available 24 hours a day, 7 days a week. The HelpDesk can be reached by sending an e-mail to helpdesk@online.tamuc.org or by calling (866) 656-5511. Additionally, you can click on the “Help” button located at the top of each page for more information.

**Policy for Dropping Class:**
University policy will be followed in regards to withdrawals during the semester. It is the student’s responsibility to conform with the university rules relating to dropping or withdrawing from the course and all other policies.
NOTE: This syllabus is subject to change as needed to meet the objectives or administration of the course at the discretion of the Professor. It is not anticipated that there will be any substantive changes.

**Tentative Course Schedule:**

<table>
<thead>
<tr>
<th>Week</th>
<th>Beginning – Ending Dates</th>
<th>Assignment Schedule</th>
</tr>
</thead>
</table>
| 1    | August 26 – September 1  | ● Review Syllabus.  
               ● Read Chapter 1.  
               ● Work the homework assigned for chapter. All homework is due on date of quiz over respective chapters. |
| 2    | September 2 – September 8| ● Read Chapter 2.  
               ● Work the homework assigned for chapter. All homework is due on date of the quiz over respective chapters. |
| 3    | September 9 – September 15| ● **QUIZ #1** (covering Chapters 1 and 2) is available Friday, September 14th through Sunday, September 16th.  
               ● Chapter 1 and Chapter 2 homework is due by September 16th. |
| 4    | September 16 – September 22| ● Read Chapter 3.  
               ● Work the homework assigned for each chapter. All homework is due on date of exam over respective chapters.  
               ● Discussion Posting is due September 23rd |
| 5    | September 23 – September 29| ● Read Chapter 4.  
               ● Work the homework assigned for each chapter. All homework is due on date of exam over respective chapters.  
               ● **REGULAR EXAMINATION** (covering Chapters 1, 2, 3 and 4) is available Friday, September 28th through Sunday, September 30th  
               ● Chapter 3 and Chapter 4 homework is due by Sunday, September 30th. |
| 6    | September 30 – October 6 | ● Read Chapter 5.  
               ● Work the homework assigned for each chapter. All homework is due on date of quiz over respective chapters. |
| 7    | October 7 – October 13 | ● Read Chapter 6.  
               ● Work the homework assigned for each chapter. All homework is due on date of quiz over respective chapters.  
               ● **QUIZ #2** (covering Chapters 5 and 6) is available Friday, October 12th through Sunday, October 14th.  
               ● Chapter 5 and Chapter 6 homework is due by Sunday, October 14th. |
| 8    | October 14 – October 20 | ● Read Chapter 7.  
               ● Work the homework assigned for each chapter. All homework is due on date of exam over respective chapters. |
<table>
<thead>
<tr>
<th>Week</th>
<th>Dates</th>
<th>Tasks</th>
</tr>
</thead>
</table>
| 9    | October 21 – October 27 | - Discussion Posting is due October 21\textsuperscript{st}.  
                              - Read Chapter 8.  
                              - Work the homework assigned for each chapter. All homework is due on date of exam over respective chapters.  
                              - **REGULAR EXAMINATION** (covering Chapters 5, 6, 7 and 8) is available Friday, October 26\textsuperscript{th} through Sunday, October 28\textsuperscript{th}.  
                              - Chapter 7 and Chapter 8 homework is due by Sunday, October 28\textsuperscript{th}.  |
| 10   | October 28 – November 3 | - Read Chapter 9.  
                              - Work the homework assigned for each chapter. All homework is due on date of quiz over respective chapters.  |
| 11   | November 4 – November 10 | - Read Chapter 10.  
                              - Work the homework assigned for each chapter. All homework is due on date of quiz over respective chapters.  
                              - **QUIZ #3** (covering Chapters 9 and 10) is available Friday, November 9\textsuperscript{th} through Sunday, November 11\textsuperscript{th}.  
                              - Chapter 9 and Chapter 10 homework is due by Sunday, November 11\textsuperscript{th}.  |
| 12   | November 11 – November 17 | - Read Chapter 11.  
                              - Work the homework assigned for each chapter. All homework is due on date of exam over respective chapters.  
                              - Discussion Posting is due November 18\textsuperscript{th}.  |
| 13   | November 18 – November 24 | - Read Chapter 11 Appendix.  
                              - Thanksgiving.  |
| 14   | November 25 – December 1 | - Read Chapter 12.  
                              - Work the homework assigned for each chapter. All homework is due on date of exam over respective chapters.  
                              - **REGULAR EXAMINATION** (covering Chapters 9, 10, 11 and 12) is available Friday, November 30\textsuperscript{th} through Sunday, December 2\textsuperscript{nd}.  
                              - Chapter 11 and Chapter 12 homework is due by Sunday, December 2\textsuperscript{nd}.  |
| 15   | December 2 – December 8 | - Read Chapter 13.  
                              - Work on the homework assigned for each chapter. Chapter 13 homework is due on date of the final exam, Thursday, December 13\textsuperscript{th}.  
                              - Review for Final Examination.  |
| 16   | December 9 – December 15 | - **FINAL EXAMINATION** is Thursday, December 13\textsuperscript{th} from 8:00am to 10:00am. This exam will be administered in class.  
                              - Chapter 13 homework is due by Thursday, December 13\textsuperscript{th}.  |
### Grading Rubric
**By Assignment Type**

<table>
<thead>
<tr>
<th></th>
<th>Ineffective</th>
<th>Adequate</th>
<th>Effective</th>
<th>Outstanding</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Exercises/Problems</strong></td>
<td>Answer is incorrect in both calculation and presentation</td>
<td>Final answer is incorrect but elements of presentation or calculations are correct.</td>
<td>Answer is mostly correct, but has mistakes in calculation and presentation</td>
<td>Answer is correct, with few, if any, mistakes in calculation and presentation</td>
</tr>
<tr>
<td><strong>Short Answer/Essay</strong></td>
<td>Analysis is incorrect</td>
<td>Analysis is somewhat correct, but missing major theme or element</td>
<td>Analysis is correct but missing minor elements.</td>
<td>Analysis is correct based on standard analysis practice</td>
</tr>
<tr>
<td><strong>Multiple Choice</strong></td>
<td>The student did not select the best response</td>
<td>N/A</td>
<td>N/A</td>
<td>The student did select the best response</td>
</tr>
<tr>
<td><strong>Fill-in-the-Blank</strong></td>
<td>The student did not fill in the correct word(s)</td>
<td>N/A</td>
<td>N/A</td>
<td>The student did fill in the correct word(s)</td>
</tr>
<tr>
<td><strong>Discussion Board Postings</strong></td>
<td>No student participation; or no participation by due date</td>
<td>Minimal interaction with other students; Minimal discussion of topics</td>
<td>Adequate interaction with students concerning discussion topic; some responses to other students’ postings</td>
<td>Thoughtful discussion related to assigned topic; interacts with others and responds to their discussion postings</td>
</tr>
<tr>
<td><strong>Participation</strong></td>
<td>No advance preparation; no online class interaction; frequently late or absent</td>
<td>Some advance preparation; some online class interaction; sometimes late or absent</td>
<td>Mostly prepared for class; participates in discussion; seldom late or absent</td>
<td>Consistently prepared for class; actively contributes to class discussion; on time; few, if any, absences</td>
</tr>
</tbody>
</table>

### Course Rubric
**By Course Objective**

<table>
<thead>
<tr>
<th></th>
<th>1 (Unsatisfactory)</th>
<th>2 (Emerging)</th>
<th>3 (Proficient)</th>
<th>4 (Exemplary)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apply the fundamental concepts and assumptions that underlie financial accounting principles</td>
<td>Student can apply no fundamentals concepts and assumptions.</td>
<td>Student can apply some fundamental concepts and assumptions.</td>
<td>Student can apply most fundamental concepts and assumptions.</td>
<td>Student can identify all fundamental concepts and assumptions.</td>
</tr>
<tr>
<td>Demonstrate an understanding of the steps of the accounting cycle and of the basic elements of the four financial statements</td>
<td>Student demonstrates no understanding of the elements of the accounting cycle or the financial statements.</td>
<td>Student demonstrates some understanding of the elements of the accounting cycle and the financial statements.</td>
<td>Student demonstrates an understanding of the majority of the elements of the accounting cycle and the financial statements.</td>
<td>Student demonstrates full understanding of the elements of the accounting cycle and the financial statements.</td>
</tr>
<tr>
<td>Identify, record, and report transactions in accordance with Generally Accepted Accounting Principles (GAAP)</td>
<td>Student does not demonstrate proficiency in identifying and recording accounting transactions.</td>
<td>Student demonstrates some proficiency in identifying and recording accounting transactions.</td>
<td>Student demonstrates proficiency in identifying and recording accounting transactions.</td>
<td>Student demonstrates excellent proficiency in identifying and recording accounting transactions.</td>
</tr>
</tbody>
</table>