



**Texas A&M University Commerce  
College of Business  
Department of Accounting,  
Syllabus Fall 2014  
Principles of Accounting I 221-03W  
CRN 83429**

**Life rarely presents multiple choice or short answer questions. It presents challenges in which wisdom, intelligence and creativity is necessary. Creativity is needed to form a vision of where you want to go and to cope with change in the environment, analytical intelligence to ascertain whether your creative ideas are good ones, practical intelligence to implement your ideas and to persuade others of the value of these ideas, and wisdom in order to ensure that the ideas will help achieve some ethically based common good (Sternberg, 2010). There is more to learning than memorizing facts.**

**All e-mail from the instructor will be sent though your myleo e-mail account. If you do not have a computer the business computer laboratory is located in BA345 and a computer laboratory is available in the library.**

Time and Location: Web based class  
Instructor: Virginia Fullwood  
Office: BA 121  
Phone: (903) 886-5654  
Fax: (903) 468-3216  
E-Mail: [virginia.fullwood@tamuc.edu](mailto:virginia.fullwood@tamuc.edu)  
Office Hours: Virtual Office  
Campus BA 121 Tuesday 9:00AM – 10:30AM, 3:00PM – 5PM  
Thursday 9:00AM – 10:30AM  
Office Hours are by appointment

If you need to meet with the instructor, you may do so by making an appointment. The best way to get in touch with me is by e-mail. I check my e-mail in the morning and then again in the afternoon Monday though Thursday. I do not check e-mail on the weekend. When sending an e-mail, please designate the class that you are enrolled and the section number in the subject line.

**REQUIRED COURSE TEXT:**

Hard Copy: Accounting – Tools for Business Decision Making, 5th ed., by Kimmel, Weygant and Kieso (includes Wiley Plus), ISBN 9781118566305.

Optional Formats of Text and Access code available:

LooseLeaf: Accounting – Tools for Business Decision Making, 5th ed., by Kimmel, Weygandt and Kieso (includes Wiley Plus), ISBN 9781118566701.

Access Package: Accounting – Tools for Business Decision Making, 5th ed., by Kimmel, Weygandt and Kieso (includes Wiley Plus), ISBN 9781118638613.

Students may choose the format of their choice. The LooseLeaf option cannot be resold. The Access Package includes a e -copy of the text.

Online access to the customized WileyPlus for eCollege is required for this class. My Accounting Lab PLUS may be purchased only via one of the three options shown below.

Students in online classes may choose a package with only the e-text if so desired.

NOTE: Students who have previously purchased the text and online access for Principles I may use the text and access in Principles II as long as both courses are completed within a year, and as long as the 5th edition of the text remains in adoption.

**Purchase information from A&M-Commerce bookstore:**

<http://www.amcbookstore.com/CourseMaterials.aspx>

*New version only- includes e-text and loose-leaf copy of text for both Acct 221 & 222 and one year online access to Customized WILEYPLUS, customized for and accessible only through your eCollege login. (NOTE: DO NOT purchase the used version. The used version does not include access to My WILEYPLUS. My WILEYPLUS is required for class.*

**Students are required to have all class materials on the first day of class and submit homework on the due date. You will be required to work the required assignment in WileyPlus and work the homework that is assigned that is required to be submitted though e-college dropbox. The assignments that are required to be submitted in the course e-college dropbox must be worked on an excel spreadsheet. Hand written or late homework will not be accepted.**

**Link to Wiley Plus:** <http://edugen.wileyplus.com/edugen/class/cls401726>

**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.

**It is extremely important that you go through the Student Orientation Tutorial for WILEYPLUS and e-college . This will save you many hours and frustration later in the course.**

## **Expected Outcomes**

1. Apply the fundamental concepts and assumptions that underlie financial accounting principles.
2. Demonstrate an understanding of the steps of the accounting cycle and of the basic elements of the four financial statements.
3. Identify, record, and report transactions in accordance with Generally Accepted Accounting Principles.

Course requirements, grading policies, assignments, testing policies and procedures, and general course information are on the following pages.

**It is critically important that you read and understand the contents of this syllabus since it also serves as a written statement of the structure and rules of the class you must understand and follow.**

I also reserve the right to revise the syllabus anytime during the semester.

An expansion of the course objective is detailed below. The underlying course objective is to provide an integrative framework for you to:

- Develop future managers understanding of accounting concepts and procedures regarding financial analysis
- Describe the purpose of financial accounting and the process creating GAAP
- Record assets, debts, owner's equity, revenues, expenses, gains, and losses
- Describe ethical and legal duties of accountants, auditors, and managers.
- Determine the financial validity of future business activities
- Plan for acquisition of capital
- Measure performance, and improve internal business processes

## **Student Responsibilities**

1. Purchase required materials for the class which includes access to WILEYPLUS
2. Read assigned material on schedule
3. Complete all homework problems on time
4. Prepare diligently for Class Live Sections, quizzes, and all examinations
5. Take quizzes and examinations as scheduled
6. Do not get behind in your work in this class. It is difficult to catch up.
7. Follow the procedures set forth in this syllabus and as specified by the university.

## Basic Grade Structure

	Percentage Of Grade
Examinations	30
WILEYPLUS Homework Problems	10
Homework worked using Excel and submitted to dropbox	20
Comprehensive Final Examination	30
ClassLive	10

**Grades at a particular time can be determined using the chart below. Your grades will be recorded in the e-college gradebook.**

<b>100-90 %</b>	<b>A</b>
<b>89- 80 %</b>	<b>B</b>
<b>79-70 %</b>	<b>C</b>
<b>69-60 %</b>	<b>D</b>
<b>Below 60 %</b>	<b>F</b>

## Study Requirements

The course requires extensive reading, studying, and time spent on the computer working homework problems using WILEYPLUS and problems prepared on an Excel spreadsheet. A **ClassLive Session will be scheduled from 7:00-8:30 PM Monday and Wednesday**. I will hold the first session August 25, 2014. If you cannot attend a ClassLive session, you are required to go on line and watch the session. During each ClassLive session I will discuss a chapter and/or the homework problems. It is imperative that a student not get behind in the class assignments. If a student does fall behind in the required work it is difficult to catch-up. I expect performance and learning. **I do not curve. You will receive the grade you earn. Any student caught cheating will receive an “F” in the class, and will be dropped from the class.**

- The course material is very difficult to “catch-up” if you get behind;
- Consider this a job and your responsibility to complete your assignments on time;
- If the student finds that he/she needs to drop the class it is the student’s responsibility to drop the class. If you are dropping all classes you will withdraw from the University. Call the registrar for more information on withdrawals. If you are failing the class and drop, you will receive a “DF”. The state has mandated that you will only be allowed 6 drops during your college career.
- I suggest you do not use a dial up connection when working on the internet. Make sure you save often.

You will need to allow popups. Make sure you set your computer so popups are allowed. Homework will not be accepted late. The instructor will not remind you of when assignments are due. Due dates for assignments are outlined on the calendar in WILEYPLUS, on the syllabus, and in e-college. It is your responsibility to complete all homework by the due date.

## **Examinations**

The examinations will include questions based on understanding concepts and solving problems. You need to have a good understanding of the material. The comprehensive examination is timed so you will not have time to look up answers in the text so make sure you know the material well. Your examinations will be multiple choice and problems. You will need to show all your work. The problems will need to be worked on an Excel spreadsheet.

## **WILEYPLUS Homework**

Once you have purchased your text, and the WILEYPLUS access card you will need to register for WILEYPLUS Plus. When you purchase WILEYPLUS you are buying the right to use a software package, make sure the packet is sealed. The access code can only be used one time. (YOU CAN NOT USE A CODE THAT ANOTHER STUDENT HAS USED)

**In your WILEYPLUS packet you will have an access code which you will use to register or if you purchase the access code on line it will be supplied to you at that time.**

The instructor has set up homework problems that are to be worked for each chapter on WILEYPLUS, and additional problems will need to be worked on an Excel spreadsheet and submitted to the corresponding dropbox in e-college. It is your responsibility to check WILEYPLUS and the syllabus for the assignments and submit them before the due date. I have set dates when you can access the homework and complete them for grading. You will find assigned problems on your calendar on WILEYPLUS, and on your syllabus. These problems are due the day indicated on WILEYPLUS, and the syllabus. No work will be accepted after the due date. On WILEYPLUS you may work the problems three times up until the due date. The last grade you earn will be submitted and recorded in the gradebook.

There are no solution manuals available for the textbook. After you have completed your homework problem on WILEYPLUS, you will receive feedback. It will show what is correct or incorrect. If the answer is incorrect you will see a red mark in the cell that has the incorrect answer. There are resources available to you on the right hand side of the page. If you are having difficulty with a problem click on the textbook and it will show the page in the text that explains the correct process for solving the problem. Also if you see a movie camera by the assigned problem, you can click on the camera and it will show a video demonstrating how to work the problem.

## **Student Responsibilities**

I will hold you responsible for:

- All material in the textbook (unless I tell you to omit the material)
- All information presented in the lecture sections of each week (whether explicitly in the textbook or not)
- Any modifications, extension, or elimination of certain concepts in the textbook
- The information and knowledge you acquire from completing your homework problems

The most effective way to learn the accounting concepts that are basic to a good foundation in accounting is **practice**. A good resource can be found on the website [www.principlesofaccounting.com](http://www.principlesofaccounting.com).

This is a complete on line accounting text that can supplement your textbook. This is a free ebook.

I expect you to adhere to all rules and standards set forth in this syllabus. I expect you to adhere to the academic honesty standards promulgated by Texas A & M University-Commerce. There are no acceptable reasons for violating any of the stated rules and conduct standards published by the university or contained in this syllabus.

**ADA Policy:** Students requesting accommodations for disabilities must go through the Academic Support Committee. For more information, please contact the Director of Disability Resources & Services at 903-886-5835.

**Office of Student Disability Resources and Services**  
**Texas A&M University – Commerce**  
**Ge e Library, Room 132**  
**Phone (903) 886-5150 or (903) 886-5835**  
**Fax (903) 468-8148**  
[StudentDisabilityServices@tamu-commerce.edu](mailto:StudentDisabilityServices@tamu-commerce.edu)

**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 Guidebook, Policies and Procedures, Conduct).

### **Civility in the Academic Environment**

Civility in the classroom or online course and respect for the opinions of others is very important in an academic environment. It is likely you may not agree with everything that is said or discussed in the classroom/online course. Courteous behavior and responses are expected. To create and preserve a learning environment that optimizes teaching and learning, all participants share a responsibility in creating a civil and non-disruptive forum. Students are expected to conduct themselves at all times in a manner that does not disrupt teaching or learning. Faculty have the authority to request students who exhibit inappropriate behavior to leave the class/online course and may refer serious offenses to the University Police Department and/or the Dean of Students for disciplinary action.

**The College of Business 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 sanctions up to and including dismissal.**

**Actionable Conduct:** There are five different types of actions that will bring sanction. They are:

- **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.
- **Collusion:** Acting with others to perpetrate any of the above actions regardless of personal gain.

### Dropping the Class and Grade Appeals

**It is the student’s responsibility to drop the class. I will not drop you from the course. Grade of X will be awarded only under the following circumstances (student guidebook).** Students who, because of circumstances beyond their control, are unable to attend classes during or after review week will, **upon approval of the teacher**, receive a mark of “X” in all courses that they were maintaining passing grades. A grade of “X” (incomplete) will not be counted in the calculation of the grade point average for one semester. If the “X” has not been removed at the end of one semester, it will automatically be changed to a grade of “F.” If a student feels that a grade is not correct, the matter should be discussed with the instructor. If the student is not able to correct this with the instructor, then a grade appeal can be submitted. The Appeal form can be obtained from the Accounting secretary, Karen Letzring@tamuc.edu

**Assignments will be posted on e-college and on the syllabus loaded to e-college.**

***NOTE: THIS SYLLABUS IS SUBJECT TO CHANGE AS NEEDED TO MEET THE OBJECTIVES OF THE COURSE OR TO AID IN COURSE ADMINISTRATION AT THE DISCRETION OF THE INSTRUCTOR. IT IS NOT ANTICIPATED THAT THERE WILL BE ANY SUBSTANTITIVE CHANGES***

### Grading Rubric by Assignment

<b><i>Grading Rubric (By Assignment Type)</i></b>	<b><i>Ineffective</i></b>	<b><i>Adequate</i></b>	<b><i>Effective</i></b>	<b><i>Outstanding</i></b>
<b>Exercises/ Problems</b>	Answer is incorrect in both calculation and presentation	Final answer is incorrect but elements of presentation or calculations are correct.	Answer is mostly correct, but has mistakes in calculation and presentation	Answer is correct, with few, if any, mistakes in calculation and presentation
<b>Short Answer/Essay</b>	Analysis is incorrect	Analysis is somewhat correct,	Analysis is correct but	Analysis is correct based on standard

		but missing major theme or element	missing minor elements.	analysis practice
<b>Multiple Choice</b>	The student did not select the best response	N/A	N/A	The student did select the best response
<b>Fill-in-the-Blank</b>	The student did not fill in the correct word(s)	N/A	N/A	The student did fill in the correct word(s)
<b>Participation</b>	No advance preparation; no online class interaction; frequently late or absent	Some advance preparation; some online class interaction; sometimes late or absent	Mostly prepared for class; participates in discussion; seldom late or absent	Consistently prepared for class; actively contributes to class discussion; on time; few, if any, absences

### Quizzes and Exams

#### Rubric

All quizzes and exams will be graded according to the following rubric.

Quizzes and exams				
	Excellent	Competent	Satisfactory	Unsatisfactory
Adequately Prepared				
Support method of achieving solution				
Demonstrate understanding of concepts				
Effective analysis				

### Course Rubric

Criteria (Course Objectives)	1 (Unsatisfactory)	2 (Emerging)	3 (Proficient)	4 (Exemplary)
Identify, describe, and apply fundamental	Student fails to identify concepts or assumptions	Student identifies concepts and	Student applies concepts to	Student applies concepts to complex facts

concepts and assumptions that related to management accounting		assumptions	simple facts	
Use managerial accounting methods to help managers make decisions	Student fails to identify decision or need to plan	Student recognizes decision and method	Student applies methods to simple facts	Student applies methods to complex facts
Use managerial accounting methods to help managers control and monitor operations	Student fails to recognize methods to monitor and control	Student recognizes methods to monitor and control	Student applies methods to simple facts	Student applies methods to complex facts