



**Fall 2017**

## **Syllabus – ACTG 121AC**

**Instructor:** Linda Whitten  
**Office Location:** Bldg 8 Room 8209A

**Phone:** 650 738-4372  
**E-mail:** whitten@smccd.edu

**Office Hours:** 12:00-4:00 MW

**Website:** <http://www.smccd.edu/accounts/whitten/index.html>

**Class Duration:** 10:10-12:15  
Mon & Wed

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### **PREREQUISITE RECOMMENDATIONS:**

ACTG 100, MATH 120, BCM 225, eligibility for ENGL 836

### **COURSE DESCRIPTION:**

ACTG 121, Financial Accounting, CRN# 89880, 4 units, 12:10-2:15 Mon & Wed . Plus 1 lab hour per week by arrangement

Explores what financial accounting is, why it is important, and how it is used by investors and creditors to make decisions. Covers the accounting information system and the recording and reporting of business transactions, the application of generally accepted accounting principles, the classified financial statements, and statement analysis. Includes issues relating to asset, liability, and equity valuation, revenue and expense recognition, cash flow, internal controls and ethics. *Transfer credit: UC: CSU*

### **STUDENT LEARNING OUTCOMES:**

**Upon successful completion of this course, a student will meet the following outcomes:**

*Analyze and apply generally accepted accounting principles in the appropriate applications*

*Analyze corporate financial statements to evaluate the financial health of firms.*

*Identify and assess ethical corporate behavior*

### **TEXTBOOK AND OTHER MATERIALS:**

#### **Required:**

- *Fundamentals of Financial Accounting 5<sup>th</sup> ed* by Phillips, Libby, Libby package with Connect OR
- Any full text version of *Fundamentals of Financial Accounting 4<sup>th</sup>ed* by Phillips, Libby, Libby plus a connect access card (see below how to log onto connect to acquire a card)
- Students must read the **Wall Street Journal** since relevant articles will be discussed in class. If you wish to subscribe go to [WSJ.com/studentoffer](http://WSJ.com/studentoffer) You will receive both print and online versions for the same student price.WSJ will ask what school you attend "Skyline College" and then who is your professor and you select "Whitten" I often read mine on my iPad since they have a mobile app is also included.

### **ASSIGNMENTS:**

This course will require at least 5 hours of preparation time per class. Time management is essential. You cannot afford to fall behind in assignments; catching up is extremely difficult. If you find that you cannot master the material in this amount of time, go immediately to the accounting lab to learn how to study more efficiently using the tutor to answer questions when you get stuck.

Although only selected exercises and problems have been assigned, you should work as many additional exercises and problems as you can. The password for solutions for work not assigned is on my website. The password is **ACTG121**.

Homework counts for 10% of the course grade. Read each chapter and review the questions before

look at the illustrations in the chapter and follow the format, check solutions to problems not assigned, ask for help in the accounting lab.

You are expected to have completed the assignment before class. Homework will be checked for credit daily. Late homework will not be accepted. If you cannot come to class, send your work with another student or you may email to instructor. Late homework is not accepted for credit. Therefore, if you arrive late to class after homework has been recorded, you need to see me after class for partial credit.



**CONNECT REGISTRATION INSTRUCTIONS:**

Go to the following web address and click on the "register now" button:

<http://connect.mheducation.com/class/l-whitten-actg-121-ac-fall-2017>

If you have trouble with registration, please contact Customer Support at <http://mpss.mhhe.com/>

**Go to the accounting lab and sign up for a scheduled weekly lab session.** David Hall is the lab tutor. The **separate lab syllabus** is on the last page of this document. Lab rules are also at the end of this syllabus. Your lab points will count for 5% of your grade in ACTG 121. Failure to complete these assignments will greatly harm your grade.

Success in this accounting course is dependent upon regular attendance, participation, and the completion of assigned homework. You may use the accounting lab for working on assignments or getting tutorial help whenever the lab is open in addition to your regularly assigned lab hour.

The accounting lab contains computers for your use. An accounting tutor is available in the lab for tutorial help in both problems and computer assignments. The Accounting lab is located in Room 8-209 and the phone number is 738-4247. Lab hours are:

Monday-Thursday	8 am to noon
Monday-Thursday	4 pm to 6:30 pm

Please Note:

- All beepers and phones must be mute during instruction
- No food is allowed in the lab

**GRADING POLICY:**

**No makeup's** will be given on quizzes or exams. You may make arrangements to take exams and quizzes before the assigned date if you will not be able to attend the scheduled sessions. *All cell phones must be turned off and placed in book bag on floor. Failure to do this will result in a grade of zero on the exam.*

**Academic integrity** is expected of you at all times (*go to the Skyline College 2016-2017 Catalog pages 47-50 for a full description of the code of conduct*). Violation of academic integrity rules will result in academic discipline at Skyline College. The course grade will be based on a weighted numerical average and a final letter grade for the course will be assigned using the standard 90-100 A, 80-89 B, etc.

Exam 1	25%	Quizzes & LS	10%
Exam 2	25%	Homework	10%
Exam 3	25%	Lab	5%

**CLASS FORMAT:**

This course is a combination of lecture, demonstration, and group discussions. You are expected to participate in the group process and in class discussions. The instructor will introduce the chapter material and go over assigned homework and the class will break into informal groups for additional discussions and problem solving. Please turn cell phones to silent in class.

**WITHDRAWAL POLICY:**

If you wish to withdraw, please go to WebSmart and observe the following deadlines:

***Last day to Drop: September 4***

***Last Day to withdraw: November 15***

**RESOURCES:**

If you qualify for accommodations in this class, make sure the instructor gets a copy of your letter from DSPS. If you do not have one, contact DSPS at 738-4280. If you need any other help such as counseling or financial aid, contact the Student Services One Stop Center in Bldg 5. Tutors are available in the Learning Center and in the Accounting Lab. Please take advantage of this opportunity for help.

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*The San Mateo County Community College District is committed to maintaining safe and caring college environments at Cañada College, College of San Mateo and Skyline College. The District has established policies and procedures regarding Sexual Misconduct, Harassment, and Assault. A District website has also been developed which provides you with important information about sexual misconduct and sexual assault. <http://smccd.edu/titleix/> To learn more about these issues and how you can help prevent them, you are encouraged to view the **Not Anymore** videos, which can be found on **WebSMART** under the **Student Services** link. Click on [Not Anymore Video](#)*

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**121AC Fall 2016 Class Assignments to be completed BEFORE class dates:**

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8/16	In class: Discuss Chapter 1
8/21	Connect: Learnsmart Chapter 1 due 10 am
8/21	In class: Chapter 1 CP1-1, CP1-2, CP1-3
8/23	Connect: Learnsmart Chapter 2 due 10 am
8/23	In class: Discuss Chapter 2
8/26	Connect: Homework chapter 1 due 11 pm
8/27	Connect: Chapter 1 Quiz due at 11 pm
8/28	In class: Chapter 2 CP2-1, CP2-2
8/30	Connect: Learnsmart Chapter 3 due 10 am
8/30	In Class: Discuss Chapter 3
9/2	Connect: Homework chapter 2 due 11 pm
9/3	Connect: Chapter 2 Quiz due at 11 pm
9/4	<b>Holiday, no class</b>
9/6	In class: Chapter 3 CP3-2
9/9	Connect: Homework chapter 3 due 11 pm
9/10	Connect: Chapter 3 Quiz due at 11 pm
9/11	Connect: Learnsmart Chapter 4 due 10 am
9/11	In class: Discuss Chapter 4
9/13	In Class: Chapter 4 CP4-1
9/16	Connect: Homework chapter 4 due 11 pm
9/17	Connect: Chapter 4 Quiz due at 11 pm
9/18	Connect: Learnsmart Chapter 5 due 10 am
9/18	In class : Discuss Chapter 5
9/20	In Class : Chapter 5 CP5-3, CP5-4
9/23	Connect: Homework chapter 5 due 11 pm
9/24	Connect: Chapter 5 Quiz due at 11 pm
9/25	Connect: Learnsmart Chapter 6 due 10 am
9/25	In Class: Discuss Chapter 6
9/27	<b>In Class : Exam Chapters 1-5</b>
10/2	In Class: Chapter 6: CP6-1, CP6-2, CP6-4
10/4	Connect: Learnsmart Chapter 7 due 10 am
10/4	In class : Discuss Chapter 7
10/7	Connect: Homework chapter 6 due 11 pm
10/8	Connect: Chapter 6 Quiz due at 11 pm
10/9	In Class : Chapter 7: CP7-1
10/11	<b>flex day, no class</b>
10/14	Connect: Homework chapter 7 due 11 pm
10/15	Connect: Chapter 7 Quiz due at 11 pm

10/16 **Connect:** [Learnsmart Chapter 8 due 10 am](#)  
 10/16 **In Class :** Discuss Chapter 8  
 10/18 **In class :** Chapter 8: CP8-1  
 10/21 **Connect:** [Homework chapter 8 due 11 pm](#)  
 10/22 **Connect:** [Chapter 8 Quiz due at 11 pm](#)

10/23 **Connect:** [Learnsmart Chapter 9 due 10 am](#)  
 10/23 **In class :** Discuss Chapter 9  
 10/25 **In class:** Chapter 9: CP9-1, CP9-2  
 10/28 **Connect:** [Homework chapter 9 due 11 pm](#)  
 10/29 **Connect:** [Chapter 9 Quiz due at 11 pm](#)

10/30 **Connect:** [Learnsmart Chapter 10 due 10 am](#)  
 10/30 **In class:** Discuss Chapter 10  
 11/1 **In class:** Chapter 10: CP10-5, CP10-7

11/6 **In class:** **Exam Chapters 6-9**

11/8 **Connect:** [Learnsmart Chapter 11 due 10 am](#)  
 11/8 **In Class:** Discuss Chapter 11  
 11/11 **Connect:** [Homework chapter 10 due 11 pm](#)  
 11/12 **Connect:** [Chapter 10 Quiz due at 11 pm](#)

11/13 **In class:** Chapter 11: CP11-1, CP11-2, CP11-4  
 11/15 **Connect:** [Learnsmart Chapter 12 due 10 am](#)  
 11/15 **In Class:** Discuss Chapter 12  
 11/18 **Connect:** [Homework chapter 11 due 11 pm](#)  
 11/19 **Connect:** [Chapter 11 Quiz due at 11 pm](#)

11/20 **In Class:** Chapter 12: CP12-3  
 11/22 **travel day**  
 11/25 **Connect:** [Homework chapter 12 due 11 pm](#)  
 11/26 **Connect:** [Chapter 12 Quiz due at 11 pm](#)

11/22 **Connect:** [Learnsmart Appendix D due 10 am](#)  
 11/27 **In class:** Discuss Appendix D  
 11/29 **In Class:** Appendix D : CPD-1  
 12/2 **Connect:** [Homework Appendix D due 11 pm](#)  
 12/3 **Connect:** [Appendix D Quiz due at 11 pm](#)

12/4 **Connect:** [Learnsmart Chapter 13 due 10 am](#)  
 12/4 **In Class:** Discuss Chapter 13  
 12/6 **In Class:** Chapter 13: CP13-3, CP13-4, CP13-6  
 12/9 **Connect:** [Homework chapter 13 due 11 pm](#)  
 12/10 **Connect:** [Chapter 13 Quiz due at 11 pm](#)  
 12/11 **Connect:** [SLOAC Quizzes 1, 2, and 3](#)

12/13 **Exam 3 Chapters 10-13 + Appendix D**  
 Wed 11:10—1:40

Semester long project: 100 POINTS EXTRA CREDIT TOWARD THE QUIZ GRADE

**Stock Portfolio Project DUE December 7 (email to instructor)**

You have inherited the sum of \$100,000 from Aunt Millie. You are to invest these funds in companies which are publicly traded on one of the major stock exchanges.

This is an entire semester project which should be done using the EXCEL spreadsheet so that you can list the purchase price of the stocks and keep track of the dollar amount of difference on a weekly basis for the entire semester.

At the end of the semester email your summary spreadsheet along with an explanation of the purchasing/selling strategies you used and a total of the dollar amount of profit or loss as a result of your strategies.

## ACTG 121 AC Lab Assignments Fall 2017

If you need to makeup a lab session or a holiday falls on your scheduled lab day, you will need to select another lab time to makeup your assignment for that week. The case assignments should be researched and completed as a group process and only ONE report by members of the group is required for submission. Do not worry about changing groups, points will be recorded based on the names submitted with each assignment.

*All lab assignments must be completed by THURSDAY AT 6:00 PM*

Week of 8/21	Chapter 1	S1-1, CC1-1	10 Points
Week of 8/28	Chapter 2	S2-1, CC2-1	10 Points
Week of 9/4	Chapter 3	S3-5, CC3-1	10 Points
Week of 9/11	Chapter 4	C4-1 CC4-1	10 Points
Week of 9/18	Chapter 5	S5-5, CC5-1	10 Points
9/26 at 11 pm	Exam 1 review	on connect	10 Points
Week of 10/2	Chapter 6	S6-4, CC6-1	10 Points
Week of 10/9	Chapter 7	S7-2, CC7-1	10 Points
Week of 10/16	Chapter 8	S8-1, CC8-1	10 Points
Week of 10/23	Chapter 9	S9-5, CC9-1	10 Points
Week of 10/30	Exam 2 review	on connect	10 Points
Week of 11/6	Chapter 10	PA10-7, CC10-1	10 Points
Week of 11/13	Chapter 11	S11-4, CC11-1	10 Points
Week of 11/20	Chapter 12	PA12-3, CC12-1	10 Points
Week of 11/27	Appendix D	PAD-1, PAD-2	10 Points
Week of 12/4	Chapter 13	S-13-2, CC13-1	10 Points
12/12 at 11 pm	Exam 3 Review	on connect	10 Points
<b>Total Points</b>			<b><u>170</u></b>