#  BA 113: Practical Accounting III CRN 15559

## Syllabus- Summer 2020

Instructor: Michael Kovis

Online

Email: kovism@linnbenton.edu

Office Hours: M and W 11:30 – 1:00 and by appointment

### Required Materials:

**Text:** College Accounting – A Practical Approach, by Jeffrey Slater, 13th edition

**MyLab (MyAccountingLab) Website from Pearson Publishing**: Quizzes, homework, the project, and exams are completed on the website. Access code must be purchased (or acquired at the bookstore when you buy the book) by the student.

### Optional Material

**Calculator:** Any single-use, basic calculator is acceptable.

### Course Description and Outcomes

The third course in the Practical Accounting series. Topics include entries requiring analysis and interpretation, unearned and accrued items, depreciation of assets, manufacturing accounting, and other managerial accounting procedures. In this course, the students will:

* Partnership accounting.
* Describe the characteristics of a corporation.
* Demonstrate an understanding of the accounting processes specific to stock, dividends, treasury stock, and retained earnings.
* Prepare the accounting for basic bond transactions.
* Demonstrate an understanding of the cash flows statement preparation process for both the indirect and the direct method.
* Interpret and analyze financial statements.
* Explain how to handle transactions in a voucher system.
* Demonstrate an understanding of departmental accounting.

### Grading:

The chart below is the grading structure for the course.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Assignment** | **Quantity** | **Points per Assignment** | **Total Points** | **Weight** |
| Homework | 8 | 60 | 480 | 32.43% |
| Quizzes | 8 | 50 | 400 | 27.03% |
| Exams | 2 | 200 | 400 | 27.03% |
| Project | 1 | 200 | 200 | 13.51% |
|  |  | Totals | 1,480 | 100% |

 A (90 - 100%) B (80 < 90%) C (70 < 80%) D (60 < 70%) F (< 60%)

Students who are unable to complete the course successfully should withdraw within LBCC’s withdrawal window.

### Examinations:

The midterm and final exams question format is quantitative problems, and you have one hour and fifty minutes to complete the exams with two attempts. Exams are scheduled on MyAccountingLab unless prior arrangements have been made. If an examination is missed and you have not made prior arrangements to make it up, the exam grade will be reduced by 50% (late penalty). Exams must be made up within one week of the test date. The Final must be taken at the scheduled time unless prior arrangements are made.

### Homework and Quizzes:

#### Homework:

Graded Homework problems will be are due on Sunday at 11:59 PM. Students are required to complete their homework in **Pearson MyLab,** and there are eight homework assignments.

#### Quizzes:

Quizzes are completed through your **Pearson MyLab,** and you have **two attempts at the quiz.** Each quiz consists of five problems with a time limit of 110 minutes. Quizzes are due at 11:59 PM on Sundays, and there are eight quizzes.

### Project:

Please see the Stock Project Module in Moodle for additional information regarding this assignment.

### Veterans:

Veterans and active-duty military personnel with special circumstances are encouraged to communicate these, in advance, if possible, to the instructor.

### Center for Accessibility Services:

Students who may need accommodations due to documented disabilities, who have medical information which the instructor should know, or who need special arrangements in an emergency, should speak with the instructor during the first week of class. If you have not accessed services and think you may need them, please contact Center for Accessibility Services, (541) 917-4789.

### Academic Integrity:

Students are expected to follow College policies regarding academic integrity as articulated in the Students Rights and Responsibilities Handbook [http:www.linnbenton.edu/studentrights/standards.html]. You will receive an F in the course if you are found to be involved in academic dishonesty (cheating, plagiarism, etc.).

### LBCC Comprehensive Statement of Nondiscrimination

LBCC prohibits unlawful discrimination based on race, color, religion, ethnicity, use of native language, national origin, sex, sexual orientation, marital status, disability, veteran status, age, or any other status protected under applicable federal, state, or local laws. (for further information http://po.linnbenton.edu/BPsandARs/1015%20-%20Nondiscrimination%20Policy.pdf )

### Syllabus

This syllabus and outline are together a guide and not a contract. Assignments may change during the term. If things do not make sense, please talk with me. As changes are made, I will announce them to the class. Not reading the syllabus or keeping up to date on changes does not constitute a valid excuse for missing a due date.

### How to be successful in this class:

* Read assigned chapters
* Do the “Try It!” exercises and Demonstration Summary Problems in the text. Solutions are at the end of each chapter.
* Review the PowerPoints posted on Moodle.
* Begin homework assignments ahead of the due dates.
* Re-do exercises that we cover in the videos posted on Moodle for more practice.
* **Do not fall behind.** Ask questions in class if a concept or process is not clear.
* Meet with me via Zoom or email if you need individual instruction.