

SOUTH PLAINS COLLEGE IMPROVES EACH STUDENT'S LIFE

PRINCIPLES OF FINANCIAL ACCOUNTING

ACCT 2302

INSTRUCTOR: Donovan Kauffman
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ONLINE ASSIGNMENTS:

Homework is assigned to facilitate your understanding of the material. Homework is done online and can be found through the class Blackboard tab Access CNOW. CNOW is a subscription for Cengage (can buy per class or unlimited). Course key is automatically added by Blackboard. All assignment due dates can be found on the CNOW website and Course Calendar. Homework can be submitted late, however, a 15% penalty per day will apply. Quizzes are also in CNOW and can be submitted late with a 25% daily late penalty. If you do not have internet access, you need to find time to go somewhere that does (SPC or Public Library). The CNOW homework manager will show your grades up-to-date. You have 48 hours to dispute any online grades by emailing your instructor. After this time, no grade disputes.

COURSE GRADE WILL BE ALLOCATED BASED ON THE FOLLOWING POINT SCALE:

| | | | |
|-------------------------|--------------|--------------|---|
| Chapter Quizzes*/** | = 20% | >89.5% | A |
| Homework* | = 15% | >79.5% | B |
| Discussion Board | = 5% | >69.5% | C |
| Test 1 | = 20% | >59.5% | D |
| Test 2 | = 20% | Below 59.5 % | F |
| Final-Comp. & Mandatory | = <u>20%</u> | | |
| Possible points | 100% | | |

* Your CengageNow %

**Accountability Assignment counts as Quiz grade and is a requirement for the course
(Accounting and Finance majors need a B or higher to meet Tech requirements)

MATERIALS:

Financial & Managerial Accounting, 15th ed., by Warren, Jones & Tayler, must purchase Cengage Now or Cengage Unlimited; internet access for Homework, Quizzes and learning resources; scantrons (for Tests), and a simple four-function calculator.

ATTENDANCE:

Successful completion of Principles of Accounting is affected by your class attendance. Whenever absences become excessive and, in the instructor's opinion, minimum course objectives cannot be met due to absences, the student should be withdrawn from the course. Typically, students should not have more than **4** absences in a face-to-face (F2F) class. More than 4 absences or assignments usually produce unsatisfactory results. SPC no longer has an attendance policy. However, if you miss 6 consecutive assignments, you will receive an email requesting you to drop the class. It is your responsibility to drop from the course.

Academic Course Guide Manual (ACGM):

ACCT 2302 Principles of Managerial Accounting (3 SCH version)

This course is an introduction to the fundamental concepts of managerial accounting appropriate for all organizations. Students will study information from the entity's accounting system relevant to decisions made by internal managers, as distinguished from information relevant to users who are external to the company. The emphasis is on the identification and assignment of product costs, operational budgeting and planning, cost control, and management decision making. Topics include product costing methodologies, cost behavior, operational and capital budgeting, and performance evaluation.

Pre-requisite: ACCT 2301 Principles of Financial Accounting (3 SCH version)

Approval Number: 52.0301.51 04

Maximum SCH per student 3

Maximum SCH per course 3

Maximum contact hours per Course 96

Learning Outcomes Upon successful completion of this course, students will:

1. Identify the role and scope of financial and managerial accounting and the use of accounting information in the decision-making process of managers.
2. Define operational and capital budgeting, and explain its role in planning, control, and decision-making.
3. Prepare an operating budget, identify its major components, and explain the interrelationships among its various components.
4. Explain methods of performance evaluation.
5. Use appropriate financial information to make operational decisions.
6. Demonstrate use of accounting data in the areas of product costing, cost behavior, cost control, and operational and capital budgeting for management decisions.

COVID-19 REQUIREMENTS:

If you are experiencing any of the following symptoms, please do not attend class and either seek medical attention or test for COVID-19.

- Cough, shortness of breath, difficulty breathing
- Fever or chills
- Muscles or body aches
- Vomiting or diarrhea
- New loss of taste and smell

Please also notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, at dedens@southplainscollege.edu or 806-716-2376. Proof of a positive test is required. A home test is sufficient but students must submit a photo of the positive result. The date of test must be written on the test result and an ID included in the photo. If tested elsewhere (clinic, pharmacy, etc.), please submit a copy of the doctor's note or email notification. Results may be emailed to DeEtte Edens, BSN, RN at dedens@southplainscollege.edu.

A student is clear to return to class without further assessment from DeEtte Edens, BSN, RN if they have completed the 5-day isolation period, symptoms have improved, and they are without fever for 24 hours without the use of fever-reducing medication.

Students must communicate with DeEtte Edens, BSN, RN prior to their return date if still symptomatic at the end of the 5-day isolation.

OTHER INCLASS RULES:

Electronic devices like laptops, tablets, and smartphones are permitted as long as it is for class purposes. Violation of this rule and you will be banned from electronic use in class. Headphones are not permitted.

COURSE CALENDAR:

Dates for all online assignments can be found with the actual assignments on CNOW and the Course Calendar that is available on Blackboard under the section labeled Syllabus and Schedule. Test dates are always announced in class (and found on Course Calendar on Blackboard) and happen every four or so chapters. Spring and Fall classes, first day of class will be introduction, cover syllabus, and learning strategies. This information will also be on Blackboard. Rest of the semester rotates lecture day then homework day. Lecture day then homework day. The class

is broken down by weeks. Each week we cover a chapter. After four or so chapters, there will be a test day. Again, the day-to-day Course Calendar can be found on Blackboard. For Online classes, the class is asynchronous, meaning at your own time schedule. However, there are still due dates and they found same as above. Summer classes (both F2F and online), the class is broken into 3 modules with a due date per module. The module contains all assignments for each of the 3 tests. Due dates found in the same place mentioned above.

LEARNING RESOURCES:

Many learning resources can be found on the class website (under Blackboard). I will post all class Powerpoint Slides, Video Lectures, supplemental Powerpoint Slides, Reviews, a Copy of this Syllabus, and Course Calendar on Blackboard. Free tutoring is available and will have three ways to access it. First, I will always have office hours and probably your greatest source for information that pertains to the class. Second, I will post tutor information when it becomes available. (tutor information found on Blackboard under information). The third option is Tutor.com, which is online tutoring can be used after hours and weekends when the SPC tutoring centers are closed.

DIVERSITY STATEMENT:

In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

DISABILITIES STATEMENT:

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Lubbock Centers (located at the Lubbock Downtown Center) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

Non-Discrimination Statement:

South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

Title IX Pregnancy Accommodations Statement:

If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations, you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Health and Wellness Center. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Health and Wellness Center at 806-716-2529 or email dburleson@southplainscollege.edu for assistance.