



ESSEX COUNTY COLLEGE
Business Division
ACC 101 – Principles of Financial Accounting
Course Outline

Course Number & Name: ACC 101 Principles of Financial Accounting

Credit Hours: 4.0 **Contact Hours:** 4.0 **Lecture:** 4.0 **Lab:** N/A **Other:** N/A

Prerequisites: Grades of “C” or better in ENG 085 and MTH 086

Co-requisites: None

Instructor: TBA

Email: TBA

Office Hours: By appointment

Course Description: The principles of Financial Accounting are introduced by the study of the accounting cycle for service and merchandise companies. Emphasis is on analyzing transactions, summarizing them through the use of the general ledger and reporting the results through the preparation of financial statements for use by the internal and external decision makers such as stockholders, trade creditors, banks, unions and government agencies. The fundamentals of accounting for inventories, accounts receivable, fixed assets, long-term liabilities, internal control, and corporate entities are stressed.

Textbook: *Principles of Financial Accounting I: Financial – Acc 101*, (custom Essex County College edition) by Carl S. Warren, James M. Reeve & Jonathon E. Duchac; published by CENGAGE Learning, 2009. ISBN-13#: 978-1-4240-6850-0 or ISBN-10#: 1-4240-6850-9.

Course Goals: Upon successful completion of this course, students should be able to do the following:

1. Analyze business transactions and prepare financial statements in good form using Generally Accepted Accounting Principles (GAAP) and International Financial Reporting Standards (IFRS);
2. Utilize all the steps in the accounting cycle as a means of processing relevant business information;
3. Apply methodologies in accounting for internal controls, merchandise inventory, accounts receivable, and plant assets;
4. Properly prepare transactions for Bonds Payable;

5. Explain basic accounting ethics; and
6. Utilize technology to complete solutions to accounting problems and prepare financial statements on the computer.

Measurable Course Performance Objectives (MPOs): Upon successful completion of this course, students should specifically be able to do the following:

1. Analyze business transactions and prepare financial statements in good form using Generally Accepted Accounting Principles (GAAP) and International Financial Reporting Standards (IFRS):
 - 1.1 *describe the characteristics of an account and chart of accounts;*
 - 1.2 *describe and illustrate journal entries using double entry accounting systems; and*
 - 1.3 *prepare financial statements in accordance with Generally Accepted Accounting Principles*
2. Utilize all the steps in the accounting cycle as a means of processing relevant business information:
 - 2.1 *describe the flow of accounting information from the unadjusted trial balance into the adjusted trial balance and financial statements*
3. Apply methodologies in accounting for internal controls, merchandise inventory, accounts receivable and fixed assets:
 - 3.1 *describe accepted practices related to internal controls over inventory, accounts receivable and fixed assets*
4. Properly prepare transactions for Bonds Payable:
 - 4.1 *illustrate the issuance of bond indebtedness*
5. Explain basic accounting ethics:
 - 5.1 *describe the importance of ethical standards in business and be able to apply them to business situations*
6. Utilize technology to complete solutions to accounting problems and prepare financial statements on the computer.
 - 6.1 *prepare short applications practicing the accounting concept and theories*

Methods of Instruction: Instruction will consist of lecture, homework assignments, and class discussions.

Outcomes Assessment: Homework, quiz and exam questions are blueprinted to course objectives. Data is collected and analyzed to determine the level of student performance on these assessment instruments in regards to meeting course objectives. The results of this data analysis are used to guide necessary pedagogical and /or curricular revisions.

Course Requirements: All students are required to:

1. Maintain regular attendance.
2. Complete assigned homework or projects in a timely manner.
3. Take part in class discussion and participate in class exercises.
4. Take all exams and quizzes, when scheduled: these include a minimum of two hourly exams as well as a cumulative departmental final exam.

Attendance Policy: Regular and prompt attendance is essential for academic success. Faculty members take attendance at each scheduled class session. Students are expected to attend and be on time for all classes. Individual faculty members may establish specific attendance policies. Attendance records will be turned in to the appropriate Division/Department Chair and/or Program Director at the end of the term and in the interim upon request. Any students with more than three unexcused absences will automatically fail the course.

Methods of Evaluation: Final course grades will be computed as follows:

Grading Components	% of final course grade
<ul style="list-style-type: none"> • Homework, written assignments, quizzes and class participation A perusal of homework problems and quizzes demonstrating basic principles of Financial Accounting will show evidence of the extent to which students meet course objectives. 	0 – 15%
<ul style="list-style-type: none"> • Hourly Exams (dates specified by the instructor) Exams will show evidence of the extent to which students meet course objectives including but not limited to identifying and applying concepts, understanding terms and demonstrating evidence of a basic foundation of financial accounting. 	50 – 60%
<ul style="list-style-type: none"> • Final Exam The comprehensive final exam will examine the extent to which students have understood and synthesized all course content and achieved all course objectives. 	25 – 30%
Total	100%

NOTE: The instructor will provide specific weights, which lie in the above-given ranges, for each of the grading components at the beginning of the semester.

Grading System:

A	90% - 100%	Superior
B+	87% - 89%	Very Good
B	80% - 86%	Good
C+	77% - 79%	Above Average
C	70% - 76%	Satisfactory
D	60% - 69%	Passing
F	59% - 0	Failing

Academic Integrity: Dishonesty disrupts the search for truth that is inherent in the learning process and so devalues the purpose and the mission of the College. Academic dishonesty includes, but is not limited to, the following:

- plagiarism – the failure to acknowledge another writer’s words or ideas or to give proper credit to sources of information;
- cheating – knowingly obtaining or giving unauthorized information on any test/exam or any other academic assignment;
- interference – any interruption of the academic process that prevents others from the proper engagement in learning or teaching; and
- fraud – any act or instance of willful deceit or trickery.

Violations of academic integrity will be dealt with by imposing appropriate sanctions. Sanctions for acts of academic dishonesty could include the resubmission of an assignment, failure of the test/exam, failure in the course, probation, suspension from the College, and even expulsion from the College.

Student Code of Conduct: All students are expected to conduct themselves as responsible and considerate adults who respect the rights of others. Disruptive behavior will not be tolerated. All students are also expected to attend and be on time all class meetings. No cell phones or similar electronic devices are permitted in class. Please refer to the Essex County College student handbook, *Lifeline*, for more specific information about the College’s Code of Conduct and attendance requirements.

Course Content Outline: This is a tentative course schedule; the instructor reserves the right to make changes on it to make it better for the student's development. Notice will be given should any changes take place.

Class Meeting

(90 minutes)	Topics to be Covered/ Class Activities
1-2	Orientation & Course Introduction/Review of Class Syllabus Chapter 1 Introduction to Accounting & Business
3 – 5	Chapter 2 Analyzing Transactions
6 – 8	Chapter 3 The Adjusting Process
9 – 10	Chapter 4 Completing the Accounting Cycle
11	EXAMINATION I
12 – 14	Chapter 5 Accounting for Merchandising Businesses
15 – 16	Chapter 6 Inventories
17 – 18	Chapter 7 Sarbanes-Oxley, Internal Control, and Cash
19 – 20	Chapter 8 Receivables
21	EXAMINATION II
22-23	Chapter 9 Fixed Assets and Intangible Assets, pages 392 – 431
24-25	Chapter 12 Long-Term Liabilities: Bonds and Notes, pages 524 – 563
26	Review and FINAL EXAMINATION