ACCOUNTING 252 M02
Financial Accounting
Fall 2012
Instructor: Jennifer Taylor
Office: GU212
E-mail address: Use Canvas email for the course


Wiley Plus Homework Manager: Shrink wrapped with the textbook.

Other Resources: Power Point presentations, self-study quizzes, exercises and solutions, and a variety of other study materials for each chapter are available through your Wiley Plus registration code, and accessible at http://wiley.com/college/kimmel. Upon registering for this course, you will be enrolled in the Canvas page for the course, which you may access at http://learn.nmsu.edu. You will be expected to visit these two sites regularly and use them as key tools for this course.

Course Objectives:

Class Course Objectives: To introduce students to the basic concepts of financial accounting. Financial accounting statements are prepared mainly for investors, creditors and other interested external users. The main emphasis of this course will be on teaching the student to use accounting information. The course will provide enough knowledge of accounting to enable a person to use financial statements to assess a company's financial strengths and weaknesses.

At the end of the course students should be able to

1. List the purpose of the four required financial statements
2. Create a balance sheet, income statement and retained earnings statement
3. Define assets, liabilities, stockholders' equity, revenues and expenses
4. State the accounting equation and illustrate how changes affect it
5. Explain the difference between cash and accrual bases of accounting
6. Prepare basic journal entries
7. Prepare adjusting entries
8. Compute and analyze basic ratios

Specific College of Business Program Goal Course Objectives for ACCT 252:

1. Improve your ability to think critically.
   To think critically, you need to identify and clearly state the problem, select appropriate concepts or tools to solve the problem, identify relevant information, and form a clear comprehensive recommendation supported by appropriate evidence.
2. Improve your ability to **solve problems**.

**Attendance:** Regular attendance is expected. You are responsible for all materials covered and announcements made during class. All quizzes and exams, and certain homework, will be accepted only in class. To receive an excused absence for health reasons, you must provide a signed medical document excusing you from class for that day. Students who are participating in university activities must provide a letter from the sponsoring department a week prior to the activity. In all absence scenarios, you must also contact the instructor via the email or phone contact information given above **prior to any scheduled exam.** The instructor reserves the right to administratively withdraw students from class for lack of attendance.

**Suggested Learning Methods:** Each chapter in the textbook will be covered over two class periods, as indicated in the Assignment Schedule. To help you stay current with the presentation of class material, there will be homework assigned each class period, and weekly chapter quizzes, discussed further below. Use the “navigator” section of the textbook to optimize its effectiveness, and the effectiveness of the companion Wiley Plus resources. Read through each chapter in advance of the class for which it is assigned, using the “Do It!” exercises, the Decision Toolkit and the Self-Test questions to help enhance your understanding of the material. Review the Study Objectives provided at the start and end of each chapter: all homework, lectures, quizzes and exams are based upon the Study Objectives. Assignments and in-class discussions will include materials specifically designed to emphasize critical thinking, problem solving, and business ethics issues.

There will be NO extra credit projects available to individual students.

**Grading:** Grades for all assignments will be posted via Canvas. You have one week from the time it is announced that grades have been posted to dispute a grade. After this one-week period, the grade will be locked and cannot be changed.

<table>
<thead>
<tr>
<th>Grading Scale</th>
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<tbody>
<tr>
<td>Homework (5 points each)</td>
<td>120</td>
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<tr>
<td>Quizzes (best 10 out of 12)</td>
<td>100</td>
</tr>
<tr>
<td>Exams (3 @ 100 points each)</td>
<td>300</td>
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<tr>
<td>Comprehensive final exam</td>
<td>200</td>
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<tr>
<td>Possible Points</td>
<td>720</td>
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Grades are determined according to the following scale:

A: 90% and above, B: 80-89%, C: 70-79%, D: 60-69%, F: below 60%
A grade of “C” or better must be earned to qualify for satisfactory performance on an S/U option for undergraduates. A grade of “B” or better must be earned to qualify for satisfactory performance on an S/U option for graduate students.

**Quizzes and Exams:** Twelve short in-class quizzes will be given weekly at the end of the presentation of each chapter. **Missed quizzes will be graded at zero; no make-ups are allowed for quizzes.** Your lowest two quiz grades will be automatically dropped.

There are three in-class exams at 100 points each, and a comprehensive final exam at 200 points. A grade of zero will be assigned to anyone who misses an exam without contacting the instructor before the examination date and who does not have an excused absence approved by the instructor. **No make-up exams will be administered; instead, the student’s comprehensive final exam will be reweighted to be worth 300 points.**

**Homework:** Homework is designed to assist you in learning the material and must be completed by the time and date stated on Wiley Plus and the Assignment Schedule. No late homework is accepted; homework may be submitted early. Homework must be submitted for grading through Wiley Plus for all assigned Brief Exercises, Exercises and Problems; Broadening Your Perspective (BYP) and extra credit assignments will be accepted on paper at the start of the class period for the date on which the assignment was due. On-line homework assistance will be made available through Wiley Plus.

**Presentation of Work:** It is expected that all work submitted for a grade will be presented in a professional manner, in accordance with basic standards for business communications, and organized and labeled in accordance with textbook example formats. Points may be deducted for work not meeting these expectations. To assist you in meeting College expectations with respect to writing and presentation skills, an “Academic Survival Kit” is available on the College web page at [http://business.nmsu.edu/students/survival-kit/](http://business.nmsu.edu/students/survival-kit/).

**Calculators:** Departmental calculators will be used for all exams, including the comprehensive final.

**Dishonesty:** Cheating on exams or other serious forms of academic dishonesty will result in a grade of “F” (and a required report to university officials).

**Incomplete ("I" grade):** You should be aware of the Incomplete Grade policy. The grade of "I" will only be assigned according to the guidelines in the current Undergraduate Catalog.

**Academic Appeals Rules:** Details of the rules appear in the Undergraduate Catalog. A student must initiate the academic appeals process by submitting a written appeal to the faculty member within 30 days of the start of the term following the term in which the grievance occurred.
**Students With Disabilities:** If you have or believe you have a disability and would benefit from any accommodations, you may wish to self-identify by contacting the Services for Students with Disabilities (SSD) Office located in Garcia Annex (phone: 646-6840). If you have already registered, please make sure that your instructor receives a copy of the accommodation memorandum from SSD within the first two weeks of classes. It is your responsibility to inform either your instructor or SSD representative in a timely manner if services/accommodations provided are not meeting your needs.

Feel free to call the Coordinator of Services for Students with Disabilities, at 575-646-6840 with any questions you may have on student issues related to the Americans with Disabilities Act (ADA) and/or Section 504 of the Rehabilitation Act of 1973. All medical information will be treated confidentially.

**Reminders:** The last day to drop a course with a “W” is October 16, 2012. The last day to withdraw from the University is November 16, 2012.