

San Carlos Apache College
Course Syllabus ACC 101 Financial Accounting

INSTRUCTOR: Medhat Farooque
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OFFICE LOCATION: SB 04 _____

SEMESTER: Spring 2020
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OFFICE HOURS: As posted

CLASS MEETING TIME AND LOCATION: MW 7:00-8:15 PM

Location: School of Business 01

COURSE TITLE, NUMBER, AND CREDITS: ACC 101 Financial Accounting,

PRE-REQUISITES (if any): None, but ACC 100 is strongly recommended

REQUIRED LAB (if any): None

COURSE DESCRIPTION: Introduces accounting as a service activity, analytical discipline, and information system. Includes quantitative information to make decisions, identification of events that characterize economic activity, and the collection and communication of economic activity. Also includes recording accounting data, internal control of assets, measurement and reporting of liabilities and owner's equity.

COURSE CONTENTS AND RATIONALE: This is first of the two transfer courses for the AA in Business, and a pre-requisite for ACC 102 Managerial Accounting. The course exposes the students to the preparation and analysis of financial reports.

SPECIFIC OBJECTIVES FOR THE STUDENT

At the completion of this course the student should be able to: accurately complete the steps in accounting cycle; manage accounting for assets, including inventories, receivables and fixed asset depreciation; prepare, analyze and interpret financial statements.

APACHE CULTURAL COMPONENT: San Carlos Apache College is in the process of developing culturally relevant curriculum and coursework in Apache history, culture and language. Student and community feedback will guide this process. All SCAC courses will incorporate culturally relevant topics and materials into the courses.

REQUIRED TEXT AND MATERIALS: Financial and Managerial Accounting, Warren/Reeve/Duchac, 14th Edition..

LIBRARY RESERVED MATERIALS: TBA

SUPPLEMENTARY MATERIALS: USB Mass Storage Device (Flash or Thumb Drive) recommended for file storage.

READING ASSIGNMENTS: The student is expected to read the assigned material before coming to class. Occasionally the instructor may give a pop-quiz to confirm that the student has read the material and is prepared for the lecture.

REQUIREMENT: In order to facilitate a conducive learning environment, the following classroom ground rules will be observed:

1. Absences: You are expected to attend all class sessions. If you miss a session, it is your responsibility to meet the required assignments. Excessive absence and/or failure to complete assignments and tests may result in a grade of "F".
2. Latecomers: Latecomers are a serious distraction. You are expected to be in classroom on time. The classroom doors will be locked once we get started.
3. Early leavers: Unless you make prior arrangements, leaving the classroom before it is formally dismissed, will count as an absence.
4. Late Assignment: Late assignments will NOT be accepted. All assignments are due at the beginning of the class on the due date. No Exceptions.
5. Technology: Cell phones, pages, iPods, are to be turned off. No ear buds allowed while in class. Laptops may be used while in class. I reserved the right to disallow its used if it is used inappropriately.
6. Food/Drink: No food in classroom, please. Water, tea/coffee, soft drink in closed containers may be brought in.

7. Academic dishonesty: I have a “ZERO” tolerance for any type of academic dishonesty. The following are policies to be followed for this course:

Academic Policies

In order for students to be successful at Apache College, it is the responsibility of the students to familiarize themselves with our academic policies. The following academic policies are important to know:

Academic Integrity

Students are responsible for the integrity of their academic work.

- *Academic Dishonesty: Includes, but are not limited to the following like obtaining unauthorized assistance in any academic work; cheating on a test; plagiarism; quoting without proper credit; modifying any examination, paper, record, report or project without the instructor’s approval; and representing the work of others as one’s own.*
- *Plagiarism: Defined as the use of another author’s work or ideas (such as those taken from a magazine, newspaper, web site, book, or other source) and submitted without giving that source proper credit.*
- *Penalties include, but are not limited to the following: warning (written or oral); reduction of grade for the assignment, test, or project; reduction of grade for the course and/or include “failing”; dismissing the student from the course and issuing a grade of “W”; academic probation or suspension; expulsion; or recorded to the students’ academic record.*

EVALUATION & ASSESSMENT METHODS: The final grades will be based on the following:

<u>Item</u>	<u>Final</u>
Chapter Quiz	100 Points
Section Tests	300
Final Exam	100
Home work	300
<u>Class Attendance & Participation</u>	<u>100</u>
Total Possible points	900 Points

GRADING CRITERIA: The letter grade received will be based on the points earned by each student:

	<u>Midterm</u>	<u>Final</u>
A=	270+	810 +
B=	240 - 269	720 to 809
C=	210 - 239	630 to 719
D=	180 - 209	540 to 639
F=	Below 179	Below 539

Withdrawing from Course: To withdraw from this course, you must complete the required form by the last date of student withdrawal. Failure to do so may result in a grade of “F” for the course.

Prepared by: mfarooque _____ Date: 1/7/2020 _____
Faculty

Reviewed by: _____ Date: _____
 VP - AA