



**DEPARTMENT OF BUSINESS AND OFFICE ADMINISTRATION**

**COURSE OUTLINE – WINTER 2019**

**BA1120 B3: PRINCIPLES OF ACCOUNTING – 3 (3-0-2) UT 15 WEEKS, 75 HOURS**

**INSTRUCTOR:** Chelsea Antonio, CPA

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**OFFICE HOURS:** Tuesday and Thursdays 1:00 – 2:30pm, or by appointment

**CALENDAR DESCRIPTION:**

The course provides further examination of accounting procedures and their underlying concepts and principles. Additional standards and problems of valuation, income measurement, and disclosure in financial statements are introduced.

**PREREQUISITE(S)/COREQUISITE:**

BA1110

**REQUIRED TEXT/RESOURCE MATERIALS:**

Larson, K., Jensen, T., & Dieckmann, H. (2016), *Fundamental ACCOUNTING PRINCIPLES* (15th ed., Vol. 2). McGraw-Hill Ryerson Limited.

This text includes the **Connect** online learning system. **The text will be used extensively.** Students will require an appropriate financial calculator. The calculator function of a cell phone is NOT sufficient and is prohibited for classroom use. Students may use only approved calculators for examinations.

**DELIVERY MODE(S):**

For each topic listed, there will be a classroom lecture/discussion and a demonstration of related accounting procedures. Relevant textbook readings and problems will be assigned to test your knowledge, understanding and application of the course material. Connect will be used to supplement your course work and preparation for tests and exams. Important information, announcements and grades will be posted on Moodle. The grades posted on Moodle are not final -- check your GPRC Account for your final term grade.

**COURSE OBJECTIVES:**

The following objectives will be covered in this course:

- Recording and reporting Property, Plant and Equipment and intangibles
- Accounting for current and non-current liabilities and equity instruments
- Accounting for partnerships and corporations

- Reporting and analyzing cash flows
- Analyzing financial statements

### LEARNING OUTCOMES:

Upon completion of this course the student will be able to:

- Calculate and account for depreciation
- Account for the purchase and disposition of capital assets
- Account for current liabilities
- Account for bonds and long-term notes payable
- Account for the formation of a partnership, the allocation of partnership income or loss, the admission or withdrawal of a partner, and the liquidation of a partnership
- Account for the organization and operations of corporations including cash and share dividends, share splits and the retirement of shares
- Prepare corporate reports including a comprehensive corporate income statement and a statement of retained earnings
- Account for investments and international operations
- Prepare a statement of cash flows
- Explain and apply methods of financial statement analysis

### TRANSFERABILITY:

Athabasca University	Burman University
Concordia University of Edmonton	King's University, The
MacEwan University	Southern Alberta Institute of Technology
University of Alberta	University of Lethbridge

**\*Warning:** Although we strive to make the transferability information in this document up-to-date and accurate, **the student has the final responsibility for ensuring the transferability of this course to Alberta Colleges and Universities.** Please consult the Alberta Transfer Guide for more information. You may check to ensure the transferability of this course at Alberta Transfer Guide main page <http://www.transferalberta.ca> or, if you do not want to navigate through few links, at <http://alis.alberta.ca/ps/tsp/ta/tbi/onlineSearch.html?SearchMode=S&step=2>

**\*\* Note that, in many cases, BA1110 and BA1120 together are required for transferability. A grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability.**

## EVALUATIONS:

Connect Practice Exercises	9%
Connect Assignments	16%
Quizzes	15%
Term Test 1	15%
Term Test 2	15%
Final Examination	<u>30%</u>
Total	<u>100%</u>

## ASSIGNMENT, TERM TEST AND EXAM POLICIES:

- Assignments will be completed on *Connect* and must be submitted by the due date. No late submissions will be allowed. No extensions or re-writes will be granted.
- Quizzes will be given throughout the semester. It is anticipated that there will be three quizzes, however; this may change at the discretion of the instructor.
- Calculators and approved translation devices are the only electronic device allowed during quizzes, tests or examinations. **Cell phone calculators may not be used in examinations.**
- Major term tests are tentatively scheduled for **February 13, 2019 and March 20, 2019. Do not plan to be away on these days.** Unexcused absences during a test will earn a grade of zero. For excused absences, the weighting of the test may be transferred to the final exam at the discretion of the instructor.
- Final exams will be written in the gym and scheduled by the Registrar during the exam period from April 15 – 27, 2019. Instructors do not set date of final exam. **Do not plan activities or trips during this time period.** Re-writes for the final exam will not be granted, and any unexcused absences will earn a grade of zero.

## GRADING CRITERIA:

Please note that most universities will not accept your course for transfer credit **IF** your grade is **less than C-**.

Alpha Grade	4-point Equivalent	Percentage Guidelines	Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	90-100	C+	2.3	67-69
A	4.0	85-89	C	2.0	63-66
A-	3.7	80-84	C-	1.7	60-62
B+	3.3	77-79	D+	1.3	55-59
B	3.0	73-76	D	1.0	50-54
B-	2.7	70-72	F	0.0	00-49

## TENTATIVE COURSE SCHEDULE/TIMELINE:

Week Beginning	Topic	Required Reading
January 1	Property, Plant and Equipment and Intangibles	Chapter 9
January 7	Property, Plant and Equipment and Intangibles	Chapter 9
January 14	Current Liabilities	Chapter 10
January 21	Partnerships	Chapter 11
January 28	Organization and Operation of Corporations	Chapter 12
February 4	Corporate Reporting: Profit, Earnings Per Share, and Retained Earnings	Chapter 13
February 11	Review <b>Term Test # 1 – Chapters 9-13 (February 13, 2019)</b>	<b>Chapter 9-13</b>
February 18	<i>Family Day – NO CLASSES (February 18, 2019)</i> <i>Winter Break – NO CLASSES (February 19-22, 2019)</i>	
February 25 and March 4	Bonds and Long-Term Notes Payable	Chapter 14
March 4 and March 11	Accounting for Debt and Share Investments	Chapter 15
March 18	Review <b>Term Test # 2 – Chapters 14-15 (March 20, 2019)</b>	<b>Chapter 14-15</b>
March 25	Reporting and Analyzing Cash Flows	Chapter 16
April 1	Analyzing Financial Statements	Chapter 17
April 8	Review	All Chapters
April 15 – 27	<b>FINAL EXAM (TBA)</b>	<b>All Chapters</b>

*\*Course Schedule is tentative and may vary slightly at the discretion of the instructor.*

## STUDENT RESPONSIBILITIES:

### Attendance:

Students are expected to attend all scheduled classes, arrive on time, and remain for the duration of the activities. Arriving late and leaving early is disruptive to the entire class. You may be refused permission to write a final examination in a course on the advice of the instructor concerned. This usually happens when absences are excessive (more than 6 absences) or if significant parts of required assignments, quizzes or term tests are not completed. Frequent tardiness may be treated as an absence.

**Time Management:**

The expectation for this course is that students read the material and attempt the quick studies and exercises prior to class. Reading and attempting the exercises we will cover in class is an excellent way to prepare for classroom activities. Adopting and adhering to effective learning habits in this course will likely take up a great deal of time so plan your schedule accordingly. It is difficult to catch up once a student falls behind in readings, exercises and problems.

**Cell Phones:**

The use of cell phones during class time is unprofessional and distracting to the instructor and fellow students. Texting and talking on a cell phone during class is therefore strictly prohibited. ***Cell phones must be turned off or set to silent mode.*** If a student is unable to adhere to this policy, cell phones will be held by the instructor and returned at the end of class to mitigate any disruptions.

**Recording:**

Recording lectures or taking photos in class is prohibited unless advance permission is obtained from the instructor and any guest presenter(s). In the event permission is granted, such recordings may only be used for individual study, and may not be reproduced, transferred, distributed or displayed in any public manner.

**STATEMENT ON PLAGIARISM AND CHEATING:**

Cheating and plagiarism will not be tolerated and there will be penalties. For a more precise definition of plagiarism and its consequences, refer to the Student Conduct section of the College Admission Guide at <http://www.gprc.ab.ca/programs/calendar/> or the College Policy on Student Misconduct: Plagiarism and Cheating at <http://www.gprc.ab.ca/about/administration/policies/>

Please note, working in study groups is an efficient and effective way for students to learn, however; each student must submit his/her own original work. Duplication of one assignment for the whole group is considered plagiarism and will result in a grade of zero for all students involved.

**\*\*Note:** all Academic and Administrative policies are available on the same page.