



DEPARTMENT OF BUSINESS AND OFFICE ADMINISTRATION

COURSE OUTLINE – WINTER 2018

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

INSTRUCTOR: Doris Hoveland **PHONE:** (780) 539-2824
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OFFICE HOURS: Monday & Wednesday 8:30-10:00

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 calculator. The calculator function of a cell phone is NOT sufficient and students may use only approved calculators for examinations.

DELIVERY MODE(S):

The course is delivered entirely online using Moodle software and Connect Online Learning System. For each chapter a PowerPoint presentation is available, along with supplemental summary notes. Relevant practice exercises for each chapter will be assigned as well as periodic assignments, quizzes, and term exams to test your knowledge, understanding and application of the material throughout the course. You will be evaluated several times so you can assess how you are doing as you work through the material. The practice exercises, assignments, quizzes, and term tests have specific due dates to keep you on track so you finish the course on time. You may however, complete and submit these evaluations before their due dates.

It is highly recommended that you take advantage of all of the material on the course site. The Connect Online Learning System has solutions to all the quick studies and "help me solve it" videos for each chapter. Access to Connect comes with the purchase of your text. Connect's other supplementary material entitled "Extend Your Knowledge" is available if you want to delve deeper into the accounting topics. Important information, announcements and grades will be posted on the course site. Grades for practice exercises, assignments and term tests will be posted within a week after the due date. The grades posted will not include your final letter grade. Please check your myGPRC account for your final letter grade after the completion of the course.

COURSE OBJECTIVES:

The following objectives will be covered in this course:

- Recording and reporting Property, Plant and Equipment and intangibles
- Accounting for current and long term 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 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:

Other (transfers in combination with other courses or to other institutions)

***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.transferralberta.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. 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:

- The Connect Online Learning System will automatically submit your assignments and practice exercises on the due date. Be sure to watch your deadlines and complete your work on time. If you fall behind, it is difficult to catch up.
- The quizzes and term tests have a time limit and you will have only ONE attempt. They are to be written without the use of your text. (Do not attempt to use your text as you will run out of time.)
- The final exam must be **supervised by an approved proctor**. Please submit the name, number and email address of your proctor to me ten days prior to desired exam date. If you are in the Grande Prairie area, it is recommended that your exam be taken at the testing center in Student Services at GPRC. Contact Carolyn Goetjen-Pilgrim at (780) 539-2212 or CPilgrim@GPRC.ab.ca to book a time.
- Calculators and approved translation devices are the only electronic devices allowed during the final examination. Textbooks or notes will not be allowed in the examination area. **Cell phone calculators may not be used in examinations.**
- Students will be allotted three hours to complete the final exam.

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

COURSE SCHEDULE/TENTATIVE TIMELINE:

Week Beginning	Topic	Required Reading
January 1	Property, Plant, and Equipment and Intangibles	Chapter 9
January 8	Property, Plant, and Equipment and Intangibles	Chapter 9
January 15	Current Liabilities	Chapter 10
January 22	Partnerships	Chapter 11
January 29	Organization and Operation of Corporations	Chapter 12
February 5	Corporate Reporting: Profit, Earnings Per Share, and Retained Earnings	Chapter 13
February 12	Review	Chapter 9-13
February 19	Term Test #1 (Due Feb 25)	Chapter 9-13
February 26	Bonds and Long-Term Notes Payable	Chapter 14
March 5	Accounting for Debt and Share Investments	Chapter 15
March 12	Review	Chapter 14-15
March 19	Term Test #2 (Due Mar 25)	Chapter 14-15
March 26	Reporting and Analyzing Cash Flows	Chapter 16
April 2	Analyzing Financial Statements	Chapter 17
April 9	Review	All Chapters
April 16 – 26	FINAL EXAM (Due Apr 26)	All Chapters

STUDENT RESPONSIBILITIES:

The expectation for this course is that students will read the chapter material and work through the recommended quick studies and problems. Only after working through these questions should you check your work with the solutions provided. You should supplement your learning with the *Connect* Online Learning System. Your focus should be on recording journal entries and preparing financial statements. Note that you will not learn accounting by simply reading and looking over solutions. Practicing problems from your text means beginning with a blank piece paper or screen, writing your own answers and then correcting your own work with the aid of solutions.

Read the material, **Do** the end of chapter questions, **Check** your work and **Apply** your critical thinking skills. This way you will know if you are ready to write the term tests and final exam.

Adopting and adhering to effective learning habits in this course will likely take up a great deal of time. You should plan your schedule according to the course schedule above. You may complete assignments and tests before the due dates.

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/>

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