

ACCOUNTING 2010  
SPRING 2011  
MW 5:00-6:20  
SYLLABUS AND COURSE OUTLINE

PROFESSOR: ALLISON McLEOD, LL.M., J.D., CPA  
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Vista

OFFICE HOURS:  
Mondays – 6:30 - 8:30 p.m. BUSI 217A  
  
Thursdays  
6:00 – 6:30 p.m. BUSI 217A

TEXT: Financial Accounting, 8<sup>th</sup> Edition; by Harrison, Horngren, and Thomas **AND**  
MyAccountingLab subscription for Financial Accounting , 8<sup>th</sup> Edition.

Both items are required for this course.

CATALOG DESCRIPTION: External uses of accounting information; interpretation of accounting data; analysis of financial statements; income and cash flow analysis; nature of assets and liabilities; understanding accounting reporting process.

PLEASE NOTE that this course may not be taken more than twice at UNT. Students may not retake this course once they have completed (with a C or better) a course for which this is a prerequisite.

**ACCT 2010 IS A PREREQUISITE OF ACCT 2020. YOU CANNOT BE ENROLLED IN BOTH.**

COURSE OBJECTIVES: This course is the first course in Accounting, and it focuses on Financial Accounting. It is designed to teach the concepts and procedures underlying the measurement and reporting of financial information. This course is central to the education of any student aspiring to a career as a professional accountant. In addition, this course provides valuable information for students whose career goals are in other business fields that are dependent on financial accounting and reporting as an important source of data.

COURSE GRADING: Course grades will be assigned based on the total number of points earned during the semester. Points are allocated according to the following:

|               |            |
|---------------|------------|
| Homework      | 100        |
| Exams 4 x 100 | 400        |
| Final Exam    | <u>150</u> |
| <b>TOTAL</b>  | <b>650</b> |

As a general rule the percentage of points to achieve a certain letter grade will be as follows:

|             |     |           |     |               |     |
|-------------|-----|-----------|-----|---------------|-----|
| 90% or more | = A | 70% - 79% | = C | less than 60% | = F |
| 80% - 89%   | = B | 60% - 69% | = D |               |     |

#### IMPORTANT GRADING NOTES:

- A. Any work you submit will be graded and will count in accordance with the grading scheme. No other work can be substituted for the required work.
- B. There are NO opportunities for extra credit. Your grade will be determined based exclusively on the above.
- C. You will have an opportunity to review your exam in class. If you need more time, please visit me during office hours. If you are not in attendance at a class when exams are returned, you will need to review your test during office hours.
- D. All exams must be returned directly after the exam and also after any review. Failure to return an exam is an honor code violation and you will receive a 0 for that exam.
- E. **I do not discuss or disclose any grade information over the phone or by email. Please visit me during office hours to discuss grades.**
- F. Once graded, I will post exam grades to Blackboard Vista as promptly as possible. Please note that I may shut down your access to the Blackboard for up to 24 hours while I am posting grades.

#### MYACCOUNTINGLAB.COM:

You **must** obtain your own MyAccountingLab subscription as part of this course. Electronic homework assignments will be part of your grade. Training on how to use myaccountinglab.com will be provided in class. As grades are assigned to a specific subscription ID, you cannot “share” a subscription with another student. You will also be expected to personally complete your own homework. Allowing someone else to complete your homework will be an honor code violation. Due dates for each chapter’s homework will be assigned through myaccountinglab.com. Failure to complete the homework by the due date will result in a 0 for that assignment. **You are responsible for making yourself aware of the due dates and times.**

Your personal subscription of myaccountinglab.com **must** be used for completing and submitting homework. No other form or format of homework assignments will be

accepted. You will have two chances to obtain the correct answer on each questions. Your homework grades will be reported to me and the average will make up 100 points of your final grade as outlined above.

#### MYACCOUNTING LAB REVIEW AND CHAPTER DISCUSSION QUESTIONS:

Another use of MyAccountingLab is not required, but it is recommended. Each chapter will have review questions as well as chapter discussion questions. Chapter discussion questions may be used during the lecture to highlight certain important concepts. It is to your advantage to go over these questions using MyAccountingLab prior to the lecture on that particular chapter. Review questions are will help you solidify your knowledge of the lecture concepts. They will be very helpful to you in performing well on the exams. There is no window set for these review or chapter discussion questions. Students may access and attempt the review or chapter discussion questions any time and there is no grade component associated with them. Rather, students are encouraged to use them for class review and exam preparation.

#### EXAMS:

- A. Each of the Exams is required for this course.
- B. When you take an Exam, the grade will be recorded and CANNOT be dropped.
- C. If you miss an Exam, a zero will be recorded.
- D. There are three circumstances in which a student may be allowed to substitute their percentage score on the comprehensive Final Exam for one recorded zero on Exam I or Exam II or Exam III or Exam IV. You may substitute only the score for only one exam per semester for items 1-3 below. The three possible situations are:
  1. **DOCUMENTED MEDICAL REASON:** If you miss an Exam for **your Medical** reasons the following must occur: **you** (or your spouse or your parent) **must communicate with me within 18 (eighteen) hours of the missed Exam, and you must subsequently provide a written doctor's excuse.** The written doctor's excuse must include a telephone number at which I can reach the doctor's office to confirm the validity of the excuse. I will not inquire about private medical information, but rather time affirmation. **If** the doctor's written excuse and paperwork are in order **then** the recorded zero will be replaced with the student's percentage score on the comprehensive Final Exam. Remember that any UNT student may visit the UNT Health Center for medical assistance.
  2. **UNT TRAVEL:** If a student misses one of the scheduled exams because of official UNT travel, then the recorded zero will be replaced with the student's percentage score on the comprehensive Final Exam. Documentation from a UNT official must be provided in advance of the absence.

3. **DEATH OF IMMEDIATE FAMILY MEMBER:** If a student misses one of the scheduled exams because of the death of an immediate family member then the recorded zero will be replaced with the student's percentage score on the comprehensive Final Exam. Please inform me within **48 hours** of the missed exam. The student will be required to submit the obituary notice or other appropriate documentation to support this claim.

**IMPORTANT NOTE:** The following are **NOT** on the list of three items noted: car trouble, vacation travel, travel scheduled by someone other than yourself, weddings, work responsibilities, illness of spouse or child.

- E. **ABSENCES BASED ON RELIGIOUS BELIEFS:** A student who misses an exam due to the observance of a religious holy day will be able to take the exam on a different date than scheduled. To be eligible for this exception, the student must notify me in writing of an exam scheduled on a day he or she will be absent due to observance of a religious holy day. Notification must be made within the first fifteen (15) calendar days of the semester by written correspondence, delivered to me, and acknowledged as received by me.
- F. The Exam dates are listed in the attached course schedule. Please be advised that the dates are subject to change. Any change will be announced in class.
- G. I do not discuss any aspect or content of exams (either past or future) by phone or email. Nor do I discuss the grading of the exams by phone or email. Please visit me during office hours.**

**FINAL EXAM DATE AND TIME:**

The Final Exam date and time are set by the University. There can be no other exams on campus scheduled at this same time. **Your ACCT 2010 final exam cannot be rescheduled and cannot be taken either early or late.**

**EXAM RULES:**

- A. Cellphones must be turned off and put away. You may not place them on your desk during the exam. If your cellphone rings during an exam, you will be docked a full letter grade.
- B. Photo ID: Bring UNT ID or Driver's License with you to class every day. As you turn in your exam I will check your ID.
- C. Calculators: You are allowed to use a calculator during exams. A department calculator will be provided for your use. You may NOT use your own calculator.
- D. No books or notes can be used during exams. Please do not bring these items with you to the exam. All material you bring in with you must be placed at the front of the room.
- E. I will supply all "scratch" paper. You cannot use any of your own paper. All the paper given to you must be turned in along with the exam. You cannot take any paper from the exam room.

- F. I reserve the right to seat and/or re-seat any student before and/or during the exam.
- G. At the end of exams when I call “Time” I will collect all outstanding exams and leave the room. If you do not relinquish your exam upon my departure from the room, a non-replaceable zero (0) will be recorded for your exam grade.
- H. During the exam you should keep your exam pages and scantrons covered to discourage others from looking at your work.
- I. There is a potential, but not a guarantee that any given exam may be curved based on class performance. You may review your exams and ask for an explanation of the answer; however, if you contest the grading of the questions, your test may be regraded with an actual grade awarded for all your tests both prior and remaining. You will then give up any benefit of a curve for that exam and any past and future exams for this course.

**PREPARATION FOR LECTURES:** You are strongly advised to read the text material before the class for which it is scheduled. There are supplemental materials available on myaccountinglab.com. I anticipate posting no later than 24 hours to the lecture student version power point slides which you are advised to print off and bring to class. I will not be bringing any hard copies of these slides with me. Also, the exercises and problems listed in the course schedule are reflective of the focus of the class lectures, and it is to your benefit to attempt to work them in advance of the lecture. Success in this course is dependent upon your attendance, your attention in class, and your active reworking of classroom examples. “Reading” your accounting text will not lead to success in this course. The Course Schedule is a plan for the term, but please be advised that this schedule is **SUBJECT TO CHANGE** at the professor’s discretion. Notice will be given of any changes.

**CLASS ATTENDANCE:** Regularity of attendance and quality of attention during class directly affect the learning process. I believe that to fully understand this difficult material you should avail yourself of the class lecture and discussions. I do plan to come to class and be prepared for each class session. I expect the same from you. If you miss a class, you will need to ask another student for an opportunity to borrow and discuss their class notes. **Since I am lecturing and leading the class discussion, I do not take class notes and cannot help you out in this regard.** Do not email me to ask what was covered in a class you missed or to request lecture notes. Obtaining this information is your responsibility, and it is best met by coordinating with another student. Important handouts or announcements may be distributed or made during classes, and it is your responsibility to obtain them or learn of them from me or from other students.

**CLASSROOM BEHAVIOR:** When you are in class I expect compliance with the following guidelines:

**Cellphones:** The entire issue of cellphones can be handled in one statement: **Do not use your cellphone during this class – not for any purpose – not for speaking, listening, texting, obtaining the time, or as a calculator. If I see you using your cell phone during class I will ask you to either turn your phone off or leave the classroom.**

**Coming/Going during class:** When students enter, exit, and re-enter the classroom while class is in session it is very disruptive to everyone. If an emergency situation occurs such as rapid onset of illness, you should exit the classroom without explanation. I may inquire of you as to the problem. Otherwise, please do not leave the classroom during a class.

**Talking/Visiting:** Students pay tuition to attend class – not to listen to other students talk and visit during the lecture. If your talking is noticeable to me, then it is to others also, and I will ask you to either stop talking or leave the classroom.

**Preparedness:** Please come to class prepared to work and learn. Bring your textbook, paper, pencils, any posted lecture slides and a calculator. I will refer to the textbook throughout my class presentation, and we will be working exercises from the textbooks. Having your book with you is **essential**.

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Center for Student Rights and Responsibilities to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at [www.unt.edu/csrr](http://www.unt.edu/csrr)

**CHEATING:** Because honesty and integrity are such an important part of an accountant's attributes, you should be aware that failure to perform within the bounds of these ethical standards is sufficient grounds for discontinuance in this course. Students who violate University rules on scholastic honesty are subject to disciplinary penalties, including failure in this course and possible dismissal from the University. The entire UNT Code of Student Conduct and Discipline can be found in the *UNT Policy Manual, Vol. III, #18. 1.11*, and in the [Student Handbook](#). Please also be aware of the University's new academic integrity policy which may be found at: <http://vpaa.unt.edu/academic-integrity.htm>

**WITHDRAWALS:** University policy relative to withdrawals will be followed. The drop policies are important to your academic career, and it is your responsibility to discuss the ramifications of dropping a class with your **advisor**. I do not have sufficient knowledge of your program to advise you of the impact of dropping a class. Be especially cognizant of the last drop day and obtain any appropriate signatures, approvals, etc. in advance of the deadlines. You may obtain information about dropping classes from your academic advisor or the Registrar's office.

**Friday, 2/25/2011:** Last day to drop a course or withdraw from the semester with a grade of W for courses that the student is not passing.

**Tuesday, 3/29/2011:** Last day for a student to drop a course with the consent of the instructor; W or WF may be assigned.

**AMERICANS WITH DISABILITIES ACT (ADA):** If you are a student who requires accommodations in compliance with the ADA, please consult with me during the **first**

**week** of the semester. As a faculty member, I am required by law to provide “reasonable accommodation” to students with disabilities, so as not to discriminate on the basis of that disability. UNT’s Office of Disability Accommodation (ODA) is responsible for verifying and implementing accommodations to ensure equal opportunity in all programs and activities. Any disclosure by a student of their need for accommodation is recognized to be extremely sensitive, and all relevant conversations and other communications will be kept protected and confidential and disclosed only on a need-to-know basis. Your responsibility is to inform me of the existence (but not the nature) of the disability during the first week of the semester **and** to provide me with the ODA’s **written documentation** authorizing the specific accommodation. The ODA will advise me of the accommodation to be made, and I will follow their directions. If part of your accommodation requires your taking the Exams at the ODA, you must complete and present the appropriate paperwork on a timely basis.

#### COMMUNICATING WITH THE PROFESSOR:

- A. I will be readily available during office hours barring any exigent emergencies or faculty meetings. If you have other classes during my office hours, please let me know and we will attempt to make alternative arrangements.
- B. When leaving me a phone message, please speak clearly and s-l-o-w-l-y. Identify yourself, the course and section in which you are enrolled and your phone number. I return phone calls during my scheduled office hours. I do not return phone calls in the evenings or on weekends. So, if you need to communicate with me at times other than my posted office hours please use email.
- C. If you email me, do not assume that I received your email unless I confirm receipt. Unless otherwise indicated, I will reply to emails Monday-Friday.
- D. If you have essential questions or have issues to discuss, please do not leave it to the last minute. It may not be possible for me to pick up your voicemail or e-mail in time to respond to you in time.
- E. Do **not** email me using Blackboard Vista. Rather email me at:  
Allison.mcleod@unt.edu

#### CANCELLATION OF CLASSES:

In the event that weather or other conditions are such that normal campus operations could be impeded, the administration of UNT will determine whether classes will be canceled or delayed. Such information will be provided to the local broadcast media. I will post an announcement at Blackboard Vista.

#### YOUR EMAIL ADDRESS:

Please make certain to update your email address within the UNT system. **YOU MUST CHECK THIS E-MAIL ADDRESS FREQUENTLY!** I send important announcements including final exam locations through the UNT/Blackboard system and you are responsible for any information that is sent through this medium. The fact that you did not read your e-mail from me will not excuse any missed exams or assignments.

**YOUR UNT PASSWORD:**

Please make certain that you reset the options within the UNT computer system so that you are alerted when it is time to change your password. Otherwise you may be disallowed from using the UNT system, but you won't know why. Set the system so that you will be alerted to change your password.



| <u>DATE</u> | <u>CHAPTER #/TOPIC</u> | <u>TO BE COVERED IN CLASS</u> |
|-------------|------------------------|-------------------------------|
|-------------|------------------------|-------------------------------|

NOTE: THIS SCHEDULE IS SUBJECT TO CHANGE

|        |                          |   |
|--------|--------------------------|---|
| W 1/19 | Course Introduction      |   |
| M 1/24 | MyAccountingLab training |   |
|        | 1: Financial Statements  | S1-1, S1-6, S1-8, S1-10, S1-11, S1-12, E1-18A |

|        |                                  |  |
|--------|----------------------------------|--|
| W 1/26 | 1 continued                      |  |
| M 1/31 | 2: Transaction Analysis          | S2-1 through 4, S2-6, S2-7, S2-9, S2-13, E2-18A, E2-19A              |
| W 2/2  | 2 continued &                    |  |
|        | 3: Accrual Accounting and Income | S3-1, S3-7, S3-8, S3-10, S3-11, S3-14, S3-16, E3-20A, E3-24A, E3-25A |
| M 2/7  | 3 continued                      |  |

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| W 2/9 | Exam I: Chapters 1 and 2 and 3 |  |
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|--------|------------------------------|----------------------------------|
| M 2/14 | Go over Exam I &             |                                  |
|        | 4: Internal Control and Cash | S4-3, S4-8, S4-9, E4-21A, E4-22A |

|        |  |                                    |
|--------|--|------------------------------------|
| W 2/16 | 4 continued                                  |                                    |
| M 2/21 | 5: Short-term Investments<br>and Receivables | S5-1, S5-2, S5-7 through 10        |
| W 2/23 | 5 continued &                                | S5-12, S5-14, S5-16, E5-20A        |
|        | 6: Inventory and COGS                        | S6-1 through 3, S6-7, S6-12, S6-13 |
| M 2/28 | 6 continued                                  | E6-26A                             |

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|-------|---------------------------------|--|
| W 3/2 | Exam II: Chapters 4 and 5 and 6 |  |
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|-------|--------------------------------|------------------------------------|
| M 3/7 | Go over Exam II &              |                                    |
|       | 7: Plan Assets and Intangibles | S7-3, S7-5 (skip DDB), S7-7, S7-10 |

|       |             |   |
|-------|-------------|---|
| W 3/9 | 7 continued | S7-12, E7-15A, E7-17A,<br>E7- 18A, E7-22A, E7-27A |
|-------|-------------|---|

**SPRING BREAK MARCH 14-20**

|        |                |   |
|--------|----------------|---|
| M 3/21 | 8: Liabilities | S8-1, S8-3, S8-6 through 8, S8-12, E8-18A |
|--------|----------------|---|

|        |                         |   |
|--------|-------------------------|---|
| W 3/23 | 8 continued &           |   |
|        | 9: Stockholder's Equity | S9-6, S9-7, S9-8, S9-10, S9-12, S9-14, E9-25A, E9-29A, E9-30A |
| M 3/28 | 9 continued             |   |

W 3/30 Exam III: Chapters 7 and 8 and 9

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M 4/4 Go over Exam III &  
10: Long-term Investments & Int'l Operations S10-1 through 4, S10-8, S10-9,

W 4/6 10 continued

M 4/11 11: Income statement & the Statement of Stockholder's Equity S11-3 through 5, S11-9, S11-10  
E11-16A

W 4/13 11 continued &

12: Statement of Cash Flows S12-5 through 8, S12-13

M 4/18 12 continued

W 4/20 Exam IV: Chapters 10 and 11 and 12

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M 4/25 Go over Exam IV & Discussion of any open concepts

W 4/27 13: Financial Statement Analysis S13-7 S13-1 through 3, S13-8,

M 5/2 13 continued S13-10, S13-14, E13-21A

W 5/4 Review for Final Exam

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W 5/11 4:00 – 6:00 p.m. location will be announced  
Final Exam: Comprehensive Exam, including Chapter 13