

BA 212 – Principles of Accounting II

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Office Hours: Mon.-Thurs. 2:30-3:30 and Tues. 11:00-12:00

Text Web Site: <http://bcs.wiley.com/he-bcs/Books?action=index&itemId=0471655279&bcsId=2219>

Text:

Financial Accounting, Weygandt, Kieso & Kimmel, John Wiley, 5th Edition, ISBN 0-471-65527-9.

Working Papers – Financial Accounting, Weygandt, Kieso & Kimmel, John Wiley, 5th Edition, ISBN 0-471-68413-9. **(Required if not using Excel spreadsheets to complete all assignments).**

Study Guide – Financial Accounting, Weygandt, Kieso & Kimmel, John Wiley, 5th Edition, ISBN 0-471-68410-4. **(Completely optional).**

The textbook **must** be brought to each class period along with a **mechanical pencil, eraser and calculator**.

Course Description:

Completes the presentation of the fundamental financial accounting issues begun in BA 211. Introduces the statement of cash flows and financial statement analysis. Prerequisite: BA 211.

This is the second term of the traditional accounting principles sequence. The emphasis continues to be on the application of generally acceptable accounting principles to the recording and reporting of financial information, the underlying theoretical foundations of accounting, and the analytical skills needed by business and accounting students.

An understanding of accounting is necessary to examine the performance and financial health of a business. For this reason, accounting is often referred to as the 'language of business.' This course is the ideal way for students to acquire a valuable skill as well as begin to develop an appreciation of the role of accounting in the assessment and management of a business. Accordingly, it is recommended as a course both for students interested in business generally, and for those planning a career in accounting.

Course Objectives:

1. Account for receivables.
2. Account for inventory using cost flow methods under perpetual and periodic inventory systems.
3. Record the acquisition, depreciation and disposal of plant assets.
4. Explain the methods of cost expiration for natural resources and intangible assets.
5. Explain the nature and types of current liabilities.
6. Account for the issuance, amortization and retirement of bonds payable.
7. Develop an understanding of corporate organizations and the fundamentals of recording stock and dividend transactions. Demonstrate the reporting of stockholder equity.
8. Account for the recording, valuation and reporting of investments in securities.
9. Demonstrate an understanding of the Statement of Cash Flows.
10. Use horizontal, vertical, and ratio analysis to evaluate financial strength and performance.

Assignments:

Readings and homework problems are shown on the attached Course Schedule, which indicates the day on which materials will be discussed in class and the assignments handed in. **No credit will be given for late assignments.**

You are encouraged to discuss all assignments with your classmates. However, the actual preparation of individual homework assignments must be done by each student on an individual basis.

Homework will be reviewed in class on the day it is due. You will have the opportunity to correct the assignment as it is being reviewed. The homework is to be turned in the class during which it is reviewed. **Late assignments will not be accepted.**

Group Assignment

You are required to participate in a comprehensive group project which will be worth 85 points. All group members are expected to contribute to the group assignment and evaluate each other's contributions.

Service Learning Option

This is an alternative to the group assignment involving preparing and presenting financial literacy information to people in transition from homelessness. The project will require keeping a journal on the experience, writing a reflection paper and making a presentation to the class at the end of the term. Please see me for more information on the service learning option.

Class Participation:

You should expect to be called during class discussions to express your views on assigned readings and homework assignments. Demonstration problems completed together in class will be important to the understanding of homework. Attendance should be considered critical to survival in this course.

Computer Proficiency:

Homework in this class must be completed by using either the working papers or Excel spreadsheets. Some spreadsheet templates are available on the text website. **Handwritten assignments not using the working papers or Excel spreadsheets will be given half-credit.**

Examinations:

There will be two closed-book exams during the term as shown in the course schedule. The final exam will involve the group project and will be discussed later in the term.

You are expected to take exams at the scheduled times. No make-up exams will be given for unexcused absences. If you must miss an exam, **you must contact the instructor before the exam is given** to obtain permission to sit for the makeup exam. Failure to do this will result in a score of zero for the missed exam. The first and second exams will be returned to you and discussed on the days indicated in the course schedule.

Course Grade:

Your grade in this course will be based on the material covered.

	Points
Homework assignments	65
First exam	100
Second exam	100
Group project / Service learning project	<u>85</u>
Total points	350

A = 90%	315+ pts
B = 80%	280+ pts
C = 70%	245+ pts
D = 60%	210+ pts

How To Succeed In This Course:

To do well in this course, you must commit to becoming an "active learner" at each class session. This requires that you come to class regularly and be well prepared to discuss assigned readings and individual homework assignments. Homework accounts for 19% of your grade. Failure to keep up with these assignments can easily result in a D or F in this class.

Students with documented disabilities who may need accommodations, who have any emergency medical information the instructor should know of, or who need special arrangements in the event of evacuation, should contact the instructor as early as possible, no later than the first week of the term.

Academic Integrity Policy:

Students of Portland Community College are expected to behave as responsible members of the college community and to be honest and ethical in their academic work. PCC strives to provide students with the knowledge, skills, judgment, and wisdom they need to function in society as educated adults. To falsify or fabricate the results of one's research; to present the words, ideas, data, or work of another as one's own; or to cheat on an examination corrupts the essential process of higher education.

Guidelines for Academic Integrity

Students assume full responsibility for the content and integrity of the coursework they submit. The following are guidelines to assist students in observing academic integrity:

1. Students must do their own work and submit only their own work on examinations, reports, and projects, unless otherwise permitted by the instructor. Students are encouraged to contact their instructor about appropriate citation guidelines.
2. Students may benefit from working in groups. They may collaborate or cooperate with other students on graded assignments or examinations as directed by the instructor.
3. Students must follow all written and/or verbal instructions given by instructors or designated college representatives prior to taking examinations, placement assessments, tests, quizzes, and evaluations.
4. Students are responsible for adhering to course requirements as specified by the instructor in the course syllabus.

BA 212 - Principles of Accounting II - Fall 2006

Class	Day	Chapter/Topics	Homework Assignments	H/W Due
1/8	Mon	Orientation & Introductions Chapter 9 - Receivables	Read Chapter 9	1/10
1/10	Wed	Chapter 9 Cont'd	E9-2, E9-3, E9-4, E9-7 & E9-9	1/17
1/17	Wed	Cancelled due to weather!		
1/22	Mon	Chapter 10 Plant Assets	E10-1 & P10-3A (b&c only)	1/24
1/24	Wed	Chapter 10 Natural Resources & Intangibles	E10-7, E10-9 & P10-6A	1/29
1/29	Mon	Chapter 11 Liabilities	P11-1A & P11-5A	1/31
1/31	Wed	Chapter 11 - Bonds	P11-3A & P11-4A	2/5
2/5	Mon	Chapter 12 Corporations & Stock	E12-2, E12-4, P12-3A	2/7
2/7	Wed	Chapter 12 - Dividends	E12-8, E12-10, E12-12	2/12
2/12	Mon	Form Groups for Projects Test Review	Don't miss this class!!!!	
2/14	Wed	Exam #1		2/19
2/19	Mon	Chapter 13 Investments	BE13-1, E13-3, E13-5(#2 only), P13-2A (a & b only)	2/21
2/21	Wed	Chapter 13 Appendix	P13-4A	2/26
2/26	Mon	Chapter 14 Stmnt of Cash Flows (Skip pg's 645-651)	Q3, Q4, E14-6	2/28
2/28	Wed	Chapter 14 cont'd Discuss group projects	P14-9A Don't miss this class!!!!	3/5
3/5	Mon	Chapter 15 Financial Statement Analysis	E15-3, E15-4	3/7
3/7	Wed	Chapter 15 cont'd Test Review	P15-5	3/12
3/12	Mon	Exam #2		
3/14	Wed	Group Projects	Library, Room 112	3/19
3/19	Mon	Group Projects Presentations		

Accounting 212 Service learning Option

Financial Literacy Workshop at the Neighborhood House

❖ **Tuesday/Thursday Class:** *Obtaining and Managing a Bank Account*

And Managing Credit Cards

❖ **Monday/Wednesday Class:** *Clearing Bad Credit Histories*

Project Description:

The Neighborhood House states in its website (www.nhweb.org) that it:

(B)rings neighbors together to feed the hungry, house the homeless, and educate young and old. We strengthen community by providing resources to support self-reliance, economic independence and dignity in people of all ages and backgrounds.

Neighborhood House accomplishes part of this mission by offering life skills classes that include topics such as searching for jobs, parenting, educational resources and budgeting. The classes are open to the community at large but mandatory to people in transition from homelessness at Neighborhood House's shelters. We have been asked by Andrea Hanson, Education Coordinator, to give a two-hour workshop on each of the topics listed at the top of this page in early March (date and time to be scheduled).

I know that most of you are very busy so I am expecting that you will want to work together on this project through methods such as telephone, email or MyPCC. If you go to the "consolidated course" link in the upper right side of the "My Courses" tab and select the "Princ. of Accounting. II" link you will see your topics set up under the Message Board. We will use this area to post weekly status reports but you can also use this area to discuss the project with your group if that would be easier than email or telephone. There is also a chat room that can be used on the consolidated course site. Please note that you need to use the "**consolidated**" site so that the group that is working between class sections can work together and the rest of the class does not see your work.

Project Requirements:

1. Completion of the "service-learning agreement" form due back to instructor by January 26, 2007.

2. Weekly status reports on your individual progress in the project which will be posted on the consolidated course site message board by Sunday of each week starting January 28, 2007.
3. Outline/draft/PowerPoint of group presentation due to instructor by February 23, 2007.
4. Two+ page written group reflection report about the project experience due finals week.
5. An oral group presentation to the class about the project experience during finals week.
6. Completion of the "service-learning student evaluation" form by each participant due finals week.
7. Completion of the workshop at the Neighborhood House in early March.

Topic Talking Points:

After discussing the topics with Andrea Hansen at the Neighborhood House we have identified the following areas that need to be covered by each workshop. If you identify other areas feel free to discuss them with me. Please keep in mind that our audience will, for the most part, have very little financial literacy and are required to attend this workshop. Keeping the discussion straightforward, using handouts and involving the participants in hands-on exercises will be critical. You will be able to use PowerPoint. A good perspective would be to think about what you would need to know if you were dealing with these issues for the first time.

❖ *Obtaining and Managing a Bank Account And Managing Credit Cards*

1. Why have a bank account (money order and check cashing fees)
2. Requirements to obtain a bank account (identification, etc...)
3. Best deals, lowest fees (credit unions versus traditional banks)
4. Some specific options for local credit unions and banks with membership requirements
5. Checking versus savings options
6. Debit cards versus checks
7. Using a check register
8. How to understand a bank statement
9. How to reconcile a bank account using reconciliation form on the back of the statement
10. Bank fees and how to avoid them
11. Types of credit cards and pitfalls (fees)
12. How to manage a credit card (or maybe how to avoid them!)

❖ *Clearing Bad Credit Histories*

1. How do you get bad credit
2. Credit reports and reporting companies
3. How does bad credit affect you
4. How to fix bad credit: low-cost options for rebuilding or repairing
5. Credit repair scams

Please stay in touch with me about your progress, problems, ideas, etc... and have fun!!!!

