INTERMEDIATE FINANCIAL ACCOUNTING I
Fall 2021
ACCT 3311-001 TR 8:30am – 9:45am; Friday 142
ACCT 3311-002 TR 10:00am – 11:15am; Friday 132
ACCT 3311-004 TR 1:00pm – 2:15pm; Friday 107
ACCT 3311-005 TR 2:30pm – 3:45pm; Friday 107

Instructor: Dr. William A. Sofsky
E-Mail: wsofsky@uncc.edu (best way to contact me)
Office: Friday 257A; 704-687-5644
Office Hours: Tuesday & Thursday 11:30am to 12:30pm and 4:00 to 5:00pm; preferably by appointment

Textbook & Course Resources
You are required to purchase:
   The version of the text in the bookstore is a “bundle” that includes WileyPLUS access and all of
   the chapters you will need for this semester and for Intermediate II (ACCT 3312). Your
   WileyPLUS access is for a full year.

   The textbook and WileyPlus is also available direct from the publisher. This is exclusively for UNCC
   ACCT 3311 and 3312 students. If you have not already purchased the materials, follow the purchasing
   directions from Wiley when you open WileyPlus content on Canvas.

2. WileyPlus (Software Through Which You Will Submit Your Homework):
   If you do not purchase the text with WileyPlus access, you will need to purchase access to WileyPlus
   separately. This is generally only advisable if you have acquired a used copy of the text. Pay close
   attention to the pricing, there may be no advantage to buying a used text with WileyPlus separately.

3. PollEverywhere
   Polling question system using any wifi enabled device (preferably your laptop). Register at
   Polleverywhere.com. Use your UNCC email address to ensure you receive credit for answers.

Course Description
Analysis of the financial reporting requirements of corporations with emphasis on the conceptual
framework and accounting for assets.

Prerequisites: College of Business major; ACCT 2121 with grade or B or above and ACCT 2122 and
INFO 2130 with grades of C or above.

Bring your own device policy and Excel
Homework assignments may include some questions or exercises that are required to be completed and
submitted in Excel. The Belk College has instituted a “bring your own device” policy beginning with the fall
2021 semester. All students are expected to have a laptop computer or tablet that meets the specifications of
this policy which can be found at the following link: https://belkcollege.uncc.edu/laptop-policy All students
enrolled in ACCT 3311 will have passed a prerequisite course INFO 2130 (or its transfer credit equivalent)
wherein students learned how to use Excel and its basic functions. For students needing a refresher, the
university has a link to a review course that you may find useful here:
https://uncc.instructure.com/enroll/B87WHM.
**Course Objectives**

This course includes analysis of the financial reporting requirements of businesses with an emphasis on the conceptual framework and accounting for assets. It is the first of two courses at the undergraduate level designed to introduce, in detail, financial accounting topics and procedures. Several of these topics were introduced in Principles of Accounting but will be expanded upon; others will be completely new. As many of these skills will be building blocks for other topics in the course, it is critical that you master each topic before moving on. Specifically, the objectives for the course are as follows:

- To introduce students to the concepts, theory, and practice of financial accounting.
- To help prepare students for a career in business or accounting by exposing them to the specific methods in accounting for income and assets.
- To gain an appreciation for the relevance and importance of accounting information to business, capital markets, and the economy.

**Grading Policy**

A student's grade will be determined on the basis of his/her accomplishment in the following areas:

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Three midterm examinations</td>
<td>300</td>
</tr>
<tr>
<td>Final examination (comprehensive)</td>
<td>120</td>
</tr>
<tr>
<td>Homework</td>
<td>150</td>
</tr>
<tr>
<td>Polling Questions</td>
<td>30</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>600</td>
</tr>
</tbody>
</table>

The following grading scale will be used:

<table>
<thead>
<tr>
<th>Points Accumulated</th>
<th>Letter Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>537 to 600 points</td>
<td>A</td>
</tr>
<tr>
<td>477 to 536 points</td>
<td>B</td>
</tr>
<tr>
<td>417 to 476 points</td>
<td>C</td>
</tr>
<tr>
<td>357 to 416 points</td>
<td>D</td>
</tr>
<tr>
<td>Below 357 points</td>
<td>F</td>
</tr>
</tbody>
</table>

***It is the student’s responsibility to keep track of his/her grades.***

The grading scale above already reflects appropriate rounding (i.e., 89.5% = A, 89.4% = B). Students must obtain at least the minimum number of points for a letter grade to earn that grade. Points may be deducted as outlined in this syllabus.

Extra assignments may be assigned to the class for credit at the instructor’s discretion and extra questions may be available on exams. However, **there will be no ‘curves’ on any graded work or exams and no extra credit work will be given on an individual basis.**

**Homework**

Homework is an important component of the course and is primarily intended to give students an opportunity to practice concepts learned in class and to simulate the types of questions that will be on exams. To make maximum effective use of this practice, students are strongly encouraged to work homework problems on paper, using only their approved calculator, before entering their answers into WileyPlus.

There will be **two or three assignments per chapter.** The first assignment will be due **before** the chapter is covered in class and is intended to assess students’ understanding of the reading. The later assignments will be due **after the chapter is covered in class** and is intended to ensure that the concepts emphasized in class are fully understood.
Homework will be completed in WileyPlus accessed directly through Canvas. Students will receive immediate feedback as to whether the assignment was completed correctly. Homework assignments for each chapter will be posted on Canvas with due dates and times prior to the class when the chapter will be discussed. It is the student’s responsibility to know the due date and time for homework assignments throughout the semester. Any work submitted after the due date will not receive credit, and no assignments will be dropped when calculating grades.

The homework grade component will be determined as follows:

\[
\text{Homework Grade} = 150 \text{ points} \times \frac{\text{Homework Points Earned}}{\text{Homework Points Available}}
\]

**Poll Everywhere Questions**

Each class period, questions will be asked that students can answer with Poll Everywhere. The questions will focus on the material covered in the textbook readings or lecture and the difficulty level will vary. **Students may earn up to 30 semester points (5% of the semester grade) by answering questions correctly. You must be present during class to receive polling question points.**

The polling question grade component will be determined as follows:

\[
\text{Polling Question Grade} = 30 \text{ points} \times \frac{\text{Polling Question Points Earned}}{\text{Polling Question Points Available}}
\]

Polling questions are used in lieu of quizzes each class. There is no grade for attendance in this class, but you must be in class to receive points for poll question responses. Given the relatively immaterial amount of polling points available per class period (approximately 2% of the 30 points are available per class period), no polling questions will be dropped in calculating semester grades.

**Course Schedule and Attendance**

The course schedule is presented on the course Canvas page. This schedule is subject to change and may be updated from time to time based on the progress of the class and/or university closure. The first class meeting will be on Tuesday, August 24th. The last class meeting will be Tuesday, December 7th. The final exam will be scheduled for sometime during the week of December 13th.

Regular class attendance is expected but not required. If a student has an emergency or other documented reason for missing a class, the student should contact the Dean of Students office, Student Assistance and Support Services (SASS) and provide whatever documentation they require as soon as possible. The SASS offers absence verification documentation based on UNCC policies which can be found at [https://sass.uncc.edu/services/absence-verification](https://sass.uncc.edu/services/absence-verification). Note that SASS does not make any decisions regarding excused absences, they only provide verification. The instructor will rely on these policies in determining if the student has a valid reason for their absence and will make appropriate accommodations for students (extending due dates or excusing class work) as appropriate based on documentation from the Dean of Students office. **Students have full responsibility for following this process in the event of a missed class.**

**Lecture Notes**

Lecture notes will be posted on Canvas as we complete the lectures for each chapter. These will be helpful in studying for exams and are intended to supplement the notes students take during class time.
General Expectations
Students are expected to come to class prepared. Textbook chapters are to be read prior to the class period for which they are assigned. Assigned homework is to be completed and submitted on time. Students are expected to arrive on time for class, log onto PollEverywhere and remain engaged the entire period.

Classroom Conduct
Students are expected to treat the instructor and their fellow students with professional courtesy and respect. Appropriate classroom etiquette and conduct are expected:

- Cell phones should be silenced and only used for responding to Poll Everywhere questions.
- Laptop computers, tablets or phones should be used only for note taking and for accessing class materials. Texting, viewing websites other than course material or checking e-mail is not appropriate.
- Disruptive and/or disrespectful behavior is unacceptable. (This includes sleeping or eating during class.)
- Drinks are permitted in a covered container to prevent spills.
- Talking during a lecture other than to address the class on the topic at hand is not permitted.
- Disrespectful and/or vulgar language is unacceptable.
- Unwelcome conduct directed toward another person based upon that person’s actual or perceived race, actual or perceived gender, color, religion, age, national origin, ethnicity, disability, or veteran status, or for any other reason, may constitute a violation of University Policy 406, The Code of Student Responsibility.
  - Any student suspected of engaging in such conduct will be referred to the Office of Student Conduct.
- Inappropriate behavior will result in a student being asked to leave the classroom and may result in grade reduction, at the instructor's discretion.

COVID-19 Precautions
It is the policy of UNC Charlotte for the Fall 2021 semester that as a condition of on-campus enrollment, all students are required to engage in safe behaviors to avoid the spread of COVID-19 in the 49er community. Such behaviors currently include the requirement that all students properly wear [CDC-compliant face coverings](https://www.cdc.gov) while in buildings including in classrooms and labs, regardless of vaccination status. Students are only permitted to remove face coverings in classroom or lab settings if I explicitly grant permission to do so and while at an appropriate physical distance from others. I expect face coverings to be worn properly (covering the mouth and nose) at all times during in-person class attendance and I do not foresee a situation where I will permit their removal.

- Failure to comply with this policy will result in the student being required to leave the classroom.
- If the student refuses to leave the classroom after being dismissed, the student may be referred to the Office of Student Conduct and Academic Integrity for charges under the [Code of Student Responsibility](https://www.unc Charlotte.edu).
- The course policies regarding these precautions will remain in place unless and until the university updates its policies.

As outlined in the class attendance policy above, students are encouraged to attend every class and remain in class for the duration of the session when it is safe to do so in accordance with university guidance regarding COVID-19.

Students are expected to follow the procedures outlined above for absences not related to COVID-19. For absences related to COVID-19, please adhere to the following:

- **Do not come to class if you are sick.** Please protect your health and the health of others by staying home. Contact your healthcare provider if you believe you are ill.
• **If you are sick**: If you test positive or are evaluated by a healthcare provider for symptoms of COVID-19, [complete this form](#) to alert the University. Representatives from Emergency Management and/or the Student Health Center will follow up with you as necessary, and your instructors will be notified.

• **If you have been exposed** to COVID-19 positive individuals and/or have been notified to self-quarantine due to exposure, [complete this form](#) to alert the University. Representatives from Emergency Management and/or the Student Health Center will follow up with you as necessary, and your instructors will be notified.

To return to class after being absent due to a COVID-19 diagnosis or due to a period of self-quarantine, students should submit an [online request form](#) to Student Assistance and Support Services (SASS). Supporting documentation can be attached directly to the request form and should be from a student's health care provider or the Student Health Center, clearly indicating the dates of absences and the date the student is able to return to class. Instructors will be notified of such absences.

If you are absent from class as a result of a COVID-19 diagnosis or quarantine, as instructor I will make appropriate accommodation for any missed work during the documented absence as noted in the class attendance policy. The final decision for approval of all absences and missed work is determined by the instructor.

**Email Communications**

A successful professional career generally requires clear and effective communication. Students are expected to practice this skill in this course by ensuring that all email communication with the instructor is clear, complete and courteous. All student emails should include:

- a greeting or salutation (such as “Dr. Sofsky,“)
- the student’s full name (e.g. “My name is Joe Smith“)
- the student’s course and section number (e.g. “I am a student in ACCT 3311-001“)
- a clear statement of the question or issue
- if the student has a question regarding a homework assignment, the email should include
  - a clear description of the question or problem number (e.g. question 2 in Chapter 2 homework 2)
  - if possible, a screenshot or picture of the relevant information from the student’s latest attempt

This information is necessary for the instructor to be able to respond promptly and effectively to student emails. The instructor will generally respond within one to two business days to all emails. If you do not receive a response within this time frame, you should send a follow-up email. Emails that do not include the appropriate elements listed above will most likely not receive a response.

The instructor will use Canvas announcements to inform students of important course information and any changes to the course schedule. **Students are responsible for monitoring these Canvas announcements, being aware of their content and following any course-related direction given.**

**Exams**

It is the student’s responsibility to make arrangements to take the exams at the designated times. An unexcused absence from an exam will result in a grade of zero for that exam. Exams are currently scheduled for September 21st, October 19th and November 16th. These dates may change depending on the timing of chapter coverage. The final exams are currently anticipated to be scheduled for December 13th and/or 16th.

**Every effort should be made to take exams as scheduled.** However, if a student has a conflict between a university approved activity and an exam period, the student should notify the instructor at least one week prior to the exam with documentation of the university approved activity. If a student misses an exam due to a documented university-approved conflict, the instructor will allow the student to take a makeup exam at an agreed upon time.
If a student has an emergency that prevents taking the exam at the designated time, the student should contact the Dean of Students Office, SASS (see above) as soon as possible. If the student had a legitimate documented emergency that prevented taking the exam at the designated time, the instructor may, at his discretion, choose to allow the student to take a makeup exam or apply the average score from the other exams and the comprehensive final exam to the missed exam. This should be very rare (e.g. severe illness or death in family) and will require documentation.

For the final exam, the course will follow the University Final Exam Policy, which can be found at the following link: [http://legal.uncc.edu/policies/up-202](http://legal.uncc.edu/policies/up-202). If a student obtains university permission to reschedule the exam, the student must notify the instructor prior to the date of the exam and an alternative date will be agreed. Students who do not sit for the final exam on the day on which it is given will receive a grade of “incomplete” until they have completed the final exam.

**Conduct during an Exam**

Students are expected to be on time for exams and remain in the examination room until they have completed the exam. **Students must have their UNC Charlotte Student ID visible on the desk during the exam.** Students are required to turn in their exam and completed exam materials before leaving the exam room. Students who leave the exam room before the exam time is up may not return to the exam room during the exam for any reason.

Each student should behave appropriately during examinations. Speaking to anyone other than the exam proctor during an exam is not permitted. Any form of disruptive behavior during an exam will result in the student being required to turn in his or her exam and leave the examination room.

- **The use of programmable calculators, calculators that accept text, and/or cell phone calculators or any other device with these functions is PROHIBITED during exams. (This includes “wearable” technology such as smart watches.)** If in doubt, ask; don’t assume your calculator is approved.

- **Possession of a cell phone or any text or class notes in the exam room not secured completely in a backpack or otherwise not completely out of sight is PROHIBITED during exams.**

- Any violation of these policies will result in a zero for the exam.

**Policy on Regrading Exams**

Students may sometimes justifiably question the grading of specific questions or problems on their exams. If you wish to question the grading of an exam question, write your name, the number of the question to be regraded, along with the reason, on the cover of the examination. Request for regrading must be submitted immediately after you review your exam results. Regrading requests must be done in writing and will not be discussed during the classroom review of the exam.

**Policy on Retaining Exams**

Graded exams will be returned, discussed and then re-collected, generally during the first class meeting following the exam. **This will be your only opportunity to view your exam. Students are not allowed to leave the classroom with the exams.** Violation of this policy will result in an automatic grade of zero for the exam, as well as an academic integrity violation being filed against the offending student.
Academic Integrity

Students have the responsibility to know and observe the requirements of The UNCC Code of Student Academic Integrity. This code forbids cheating, fabrication or falsification of information, multiple submissions of academic work, plagiarism, abuse of academic materials, and complicity in academic dishonesty. Any special requirements or permission regarding academic integrity in this course will be stated by the instructor and are binding on the students. Academic evaluations in this course include a judgment that the student's work is free from academic dishonesty of any type. Grades in this course, therefore, should be and will be adversely affected by academic dishonesty. Students who violate the code can be expelled from UNCC. The normal penalty for a first offense is zero credit on the work involving dishonesty and further substantial reduction of the course grade. Copies of the code can be obtained from the Dean of Students Office or online.

The following are considered violations of the Code (but note that this is not an all-inclusive list):

1. Use of any calculator except an approved calculator during exams.
2. Use of a cell phone, programmable device or internet-accessible or text capable device during exams.
3. Not having all notes put away, completely out of sight, during all exams.
   (If notes, textbooks, tablets, laptops, or cell phones are not put away completely, it will be assumed that the student purposely kept these items out with the intent of using them during the exam.)
4. Copying another student’s answers on any course assignment or exam.
5. Having another student complete your on-line assignment.
6. Allowing another student to copy your work or exam answers.
7. Removing an exam from the exam room or the instructor's office.

University policy indicates that students are expected to report cases of academic dishonesty to the course instructor.

Statement on Students with Disabilities

UNC Charlotte is committed to access to education. If you have a disability and need academic accommodations, please provide a letter of accommodation from Disability Services early in the semester. For more information on accommodations, contact the Office of Disability Services at 704-687-0040 or visit their office in Fretwell 230.

Statement on Diversity

The Belk College of Business strives to create an inclusive academic climate in which the dignity of all individuals is respected and maintained. Therefore, we celebrate diversity that includes, but is not limited to ability/disability, age, culture, ethnicity, gender, language, race, religion, sexual orientation, and socio-economic status.