Principles of Accounting 1
ACCT 2121 – Section 009
Fall 2020

Instructor Information

Instructor: Dr. David Kerr
E-mail: dskerr@uncc.edu I will respond to emails within 24 hours (usually much faster). Don’t wait until the last minute to ask me something about an exam that begins in a few hours.

Course Structure and Canvas (UNC Charlotte Learning Management System)

This course will be delivered online through a course management system called Canvas (CANVAS.UNCC.EDU). To access this course in Canvas, you will need access to the Internet and a supported Web browser (Internet Explorer, Chrome, Firefox, Safari). Open your browser and go to CANVAS.UNCC.EDU.

If you need assistance with Canvas for any reason, you may (1) contact the UNC Charlotte Student Computing Help Center at (704) 687-6400, or (2) submit an online request via UNC Charlotte’s HelpDesk at http://helpdesk.uncc.edu, or (3) call the Canvas Hotline at (877) 257-9780.

Class Hours: Tuesday & Thursday from 11:30 to 12:45. Although we will not meet for class, you need to be available at these times for online exams on the dates indicated in the course schedule (the schedule is provided near the end of this syllabus).

Online Exams: Exams will be administered through Canvas using LockDown Browser and Respondus Monitor; see the following link for a description: https://web.respondus.com/wp-content/uploads/2019/08/RLDB-QuickStartGuide-Instructure-Student.pdf

System Requirements

• Windows: 10, 8, 7. Windows 10S is not a compatible operating system.
• Mac: OS X 10.10 to 10.14.
• Web camera (internal or external) & microphone
• A broadband internet connection

Online Videos: You will need a computer and reliable Internet access to watch course videos throughout the semester. These videos are available in Canvas (CANVAS.UNCC.EDU). The dates on which you should watch each video are indicated on the course schedule near the end of this syllabus.

Class Notes: Class notes for each topic we will cover in this course are available in Canvas. You will work through those notes while watching the online videos. The notes are in PDF format; I recommend you print the notes prior to watching the related video.

Exam Scores: You can use Canvas to check your exam scores. Click the Grades button in the Navigation area on the left side of your screen.
General Comments

Welcome to Principles of Accounting 1 at UNC Charlotte! I am looking forward to getting to know each of you this semester and helping you succeed in this course, in the University, and in your career.

Keep in mind that your primary goal in this course is to enhance your professional career. Do not approach the course as if your only goal is to perform well on exams. You should make every effort to stay on schedule and not fall behind. The best thing to do is plan ahead and budget your time suitably so you can keep up in every class.

Please contact me via email whenever you feel you need help. In addition, I welcome your suggestions about how the course could be improved.

Textbook


Course Description and Objectives

The primary objective of the first year of accounting (Principles of Accounting I and II) is for students to learn about accounting as an information development and communication function that supports decision making by investors, loan officers, managers, government agencies, and any party that bases its decisions on accounting information. Upon completion of the first year of accounting, you will:

1. understand the basic business activities in the service sector, merchandising sector, and manufacturing sector,

2. understand the purpose of accounting and the uses and limitations of accounting information in making investment as well as business decisions,

3. possess enhanced analytical, communication, and critical-thinking skills for success in the world of business,

4. have an increased awareness of the importance of information technology with regard to financial information, and

5. have a better understanding of the global perspective of accounting and business.

Course Prerequisites

Sophomore standing or permission of the Turner School of Accountancy.
Grades

Your grade in the course will be based on four exams and six quizzes. Your best three exam scores will be doubled as follows:

<table>
<thead>
<tr>
<th>Points Available</th>
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<tbody>
<tr>
<td>Quizzes ................................................................</td>
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<tr>
<td>Lowest exam score (100 points possible)</td>
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<tr>
<td>Other exam score 100 x 2</td>
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<tr>
<td>Other exam score 100 x 2</td>
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<tr>
<td>Other exam score 100 x 2</td>
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<tr>
<td>Total possible points</td>
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Preliminary Grading Scale

<table>
<thead>
<tr>
<th>Total Points Earned</th>
<th>Course Grade</th>
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<tbody>
<tr>
<td>666 – 740</td>
<td>A</td>
</tr>
<tr>
<td>592 – 665</td>
<td>B</td>
</tr>
<tr>
<td>518 – 591</td>
<td>C</td>
</tr>
<tr>
<td>444 – 517</td>
<td>D</td>
</tr>
<tr>
<td>Less than 444</td>
<td>F</td>
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Examinations

You will be given four exams, including the final exam. Exam dates are shown on the course schedule near the end of this syllabus. Exams will be administered in Canvas using LockDown Browser and Respondus Monitor. To begin an exam, click the Quizzes button in the Navigation area on the left side of your screen in Canvas.

You may use one 8½” x 11” sheet of paper with hand-written notes on one side when taking each exam. The notes must be hand-written (not typed or photocopied). You may use the other side of your sheet of paper (and a pencil or pen) for calculations. You may also use a calculator (must not be a calculator app on a cellphone or computer). At the beginning of each exam, you will be required to use your webcam to show me both sides of your sheet of paper.

Conduct during exams: Keep your eyes on your computer screen as much as possible. When looking at the sheet of paper with notes or your calculator, hold it up by your screen. You may look down at your sheet of paper when performing calculations. All other materials such as books, tablets, cell phones, etc. must be put completely away before the test. If you choose to wear a hat with a brim during an exam, the brim must be facing backwards. There should be no other people in the room with you during exams.

The questions used on exams and quizzes are copyrighted. Therefore, you are not permitted to print, write down, or take pictures or screenshots of any of the questions.

You should make every effort to take each exam at the scheduled time and date. Make-up exams will be given only in situations involving an excused absence with appropriate documentation.

Exam scores are not “curved,” and there will be no “do-over” exams. In other words, if you perform poorly on an exam, you will not have an opportunity to replace your score on the original exam with a makeup exam.

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1 At the end of the semester, the preliminary grading scale might be adjusted downward if the class average is unusually low.
Quizzes

There will be six quizzes during the semester. You will need to complete the quizzes between 11:30 am and 12:00 noon on the dates indicated in the course schedule. Quizzes will be administered in Canvas using LockDown Browser and Respondus Monitor. To begin a quiz, click the Quizzes button in the Navigation area on the left side of your screen in Canvas.

You may use your class notes (hardcopy only) when taking each quiz. You may also use a calculator (must not be a calculator app on a cellphone or computer). You are not allowed to communicate with anyone when taking a quiz, and you must not use your cellphone for any reason during quizzes.

Your face must be clearly visible to your webcam at the beginning of the quiz and must remain visible for the duration of the quiz. If you choose to wear a hat with a brim during a quiz, the brim must be facing backwards. There should be no other people in the room with you during quizzes.

You should make every effort to take each quiz at the scheduled time and date. Make-up quizzes will be given only in situations involving an excused absence with appropriate documentation. There will be no “do-over” quizzes. If you perform poorly on a quiz, you will not have an opportunity to replace your score on the original quiz with a makeup quiz.

The maximum number of points from quizzes that will be included in the calculation of your total points at the end of the semester is limited to 40. However, 50 points are available from the seven quizzes, so you can miss a quiz if necessary without impacting your course grade.

Policies Regarding Grading

Portions of the following paragraph are from the University’s Policies and Procedures for Appeals of Final Course Grades; for more information, see https://legal.uncc.edu/policies/up-410

Determination of final course grades and policies and procedures regarding grades is the responsibility of faculty, not students. Thus, the grading policies, procedures, and scales in your courses at UNC Charlotte are not open to debate, negotiation, or appeal. It is inappropriate for a student to contact a faculty member at the end of the semester in an attempt to influence the faculty member’s determination of final course grades. This includes, but is not limited to, asking the faculty member to raise the student’s grade for any reason. However, if you believe your final course grade assigned by the instructor was the result of a clear and material mistake in calculating or recording grades, you should contact the instructor, who will explain how the grade was determined. Your inquiry to the instructor should occur as soon as possible after the formal grade report is received. If you are unable to resolve the grievance through consultation with the instructor, a written request for review of the course grade may be submitted to the Chairperson or Director of the Department in which the course was taught. Requests for review must be submitted within the first four weeks of the next regular academic semester.

For this course, your semester grade will be determined by the total number of points you earn on exams and quizzes during the semester — period. Factors and circumstances other than your total points will not be considered. This includes, but is not limited to, factors such as need (e.g., if you need a “B” or better to keep a scholarship or to graduate, then you must earn at least enough points to receive a B; plan accordingly), effort (while effort and exam scores tend to be highly correlated, your grade in this course will be based on your exam scores, not on the number of hours you spend studying), the number of hours per week you work, number of courses you’re taking this semester, prior coursework or work experience related to accounting, etc. (i.e., all students will be graded similarly, regardless of current employment status, course load, and prior accounting-related employment or coursework). In addition, students with disabilities will be graded in the same manner as all other students; however, students with
disabilities may request reasonable accommodation of their disabilities. Finally, please note that there will be no “extra credit” work available, no “do-over” exams, and exams are not curved. I will not grade you differently than other students or raise your end-of-semester grade – please don’t ask.

Policies Regarding Academic Honesty

A high level of ethical conduct is a critically important attribute of members of the business profession. The importance of ethical conduct extends into the academic arena where the profession’s future leaders are being prepared. Thus, students are expected to conduct themselves in a manner that is above reproach in their academic work.

Academic misconduct includes cheating, fabrication, falsification, multiple submissions, plagiarism, and complicity. Each of these types of misconduct is discussed in the Code of Student Academic Integrity on the UNC Charlotte website at https://legal.uncc.edu/policies/up-407, along with related penalties and procedures. You are expected to be familiar with, and to follow, this Code.

In addition, the following specific requirements are expected in this class:

1. Strict individual performance on exams and quizzes
2. Not consulting notes or books during exams and quizzes unless explicitly permitted as described previously in this syllabus
3. Not passing or receiving information about exam or quiz questions to other students
4. The questions used on exams are copyrighted. Therefore, you are not permitted to print, write down, or take pictures or screenshots of any of the questions.

Accessibility for Students with Disabilities

UNC Charlotte is committed to access to education. If you have a disability and need academic accommodations, please provide me with 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 at Fretwell 230 on main campus.

Note: I reserve the right to modify the course schedule, deadlines, reading and homework assignments, procedures, and course policies if circumstances warrant.
### Course Schedule (subject to revision)

<table>
<thead>
<tr>
<th>Date</th>
<th>Assignment</th>
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| [1] Tuesday Sept 8, 2020 | (1) Log in to Canvas to watch a video that introduces you to the course.  
(2) Download class notes from Canvas. You will add to the notes while watching the video lectures, so print them out.  
(3) In textbook, read Chapter 1 – Accounting and Its Use in Business Decisions. |
| [2] Thursday Sept 10 | In Canvas, watch the six video lectures about Chapter 1 and complete homework assignment (see last page of class notes for chapter 1). Completion of homework assignments will improve your understanding and retention of the material, which will help you prepare for exams. You do not need to turn in homework assignments. |
| [3] Tuesday Sept 15 | (1) In Canvas, complete the Practice Quiz between 11:30 and 12:00. This short, two-question quiz is worth four points. It will familiarize you with the Lockdown Browser and Respondus Monitor and will help you determine whether your hardware and software are compatible with Respondus and working correctly. You will NOT need a calculator or other materials. In Canvas, click on QUIZZES; you should then see the link to the Practice Quiz.  
If things work correctly, you should see the following Respondus instructions before the Practice Quiz appears:  
"During this exam, you shouldn’t access other resources (a phone, tablet, notes, books, etc.) or communicate with other people. Please stay in your seat and focus on the computer screen until the exam is complete. If an interruption occurs, briefly explain what happened by speaking directly to your webcam. And, finally, remember that you cannot exit the exam until all questions are completed and submitted it for grading."  
Note: When you take exams, you will be allowed to use a calculator and one 8½" x 11" sheet of paper.  
If you have problems using Respondus Monitor, Live Chat is available from within LockDown Browser:  
- In the pre-exam steps – when working through the pre-exam steps for using a webcam with LockDown Browser, select "It's not working" at any time to access live chat.  
- In Help Center – select the “Need More Help?” button.  
See the following link for more details: https://web.respondus.com/student-help-livechat/  
(2) In textbook, read Chapter 2 – Recording Business Transactions. |
| [4] Thursday Sept 17 | In Canvas, watch the three video lectures about Chapter 2 and complete homework assignment (see last page of notes). |
| [5] Tuesday Sept 22 | (1) In Canvas, complete Quiz 2 between 11:30 and 12:00. This quiz is worth 10 points and consists of five questions about chapters 1 and 2. You may use your class notes (hardcopy only) when completing the quiz. There is a 20-minute time limit to complete the quiz.  
(2) In textbook, read Chapter 3 – Adjustments for Financial Reporting. |
<p>| [6] Thursday Sept 24 | In Canvas, watch the three video lectures about Chapter 3 and complete homework assignment (see last page of notes). |</p>
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<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>Tuesday, 29 Sept</td>
<td>Study for Exam 1 and review your homework.</td>
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| Thursday, 1 Oct | **Exam #1** (chapters 1, 2, and 3). You’ll have 75 minutes to complete the exam. You may begin any time after 11:25am; you must finish and submit the exam no later than 1:00pm.  
(i) Launch Lockdown Browser.  
(ii) In Canvas, click **Quizzes** to access the exam.  
(iii) In pre-exam **Step 7: Environment Check**, show both sides of your sheet of paper to your webcam.                                                                                                                                                                                                                                                                                                           |
| Tuesday, 6 Oct | (1) In textbook, read Chapter 4 – *Completing the Accounting Cycle*.  
(2) In Canvas, watch the one video lecture about *Chapter 4* and complete homework assignment (see last page of notes).                                                                                                                                                                                                                                                                                                                                                     |
| Thursday, 8 Oct | (1) In textbook, read Chapter 5 – *Accounting Theory*.  
(2) In Canvas, watch the one video lecture about *Chapter 5* and complete homework assignment (see last page of notes).                                                                                                                                                                                                                                                                                                                                                                                        |
| Tuesday, 13 Oct | (1) In Canvas, complete Quiz 3 between 11:30 and 12:00. This quiz is worth 10 points and consists of five questions about chapters 4 and 5. You may use your class notes (hardcopy only) when completing the quiz. There is a 20-minute time limit to complete the quiz.  
(2) In textbook, read Chapter 6 – *Merchandising Transactions: Introduction to Inventories and the Classified Income Statement* (including the Appendix).                                                                                                                                                                                                                                    |
| Thursday, 15 Oct | In Canvas, watch the three video lectures about *Chapter 6* and complete homework assignment (see last page of notes).                                                                                                                                                                                                                                                                                                                                                                                          |
| Tuesday, 20 Oct | (1) In Canvas, complete Quiz 4 between 11:30 and 12:00. This quiz is worth six points and consists of three questions about chapter 6. You may use your class notes (hardcopy only) when completing the quiz. There is a 20-minute time limit to complete the quiz.  
(2) In textbook, read Chapter 7 – *Measuring and Reporting Inventories*. (In your textbook, you can skip the section titled “Estimating Inventory” on pages 291 through 295.)                                                                                                                                                                                                                     |
| Thursday, 22 Oct | In Canvas, watch the five video lectures about *Chapter 7* and complete homework assignment (see last page of notes).                                                                                                                                                                                                                                                                                                                                                                                            |
| Tuesday, 27 Oct | **Exam #2** (chapters 4, 5, 6, and 7). You’ll have 75 minutes to complete the exam. You may begin any time after 11:25am; you must finish and submit the exam no later than 1:00pm.  
(i) Launch Lockdown Browser.  
(ii) In Canvas, click **Quizzes** to access the exam.  
(iii) In pre-exam **Step 7: Environment Check**, show both sides of your sheet of paper to your webcam.                                                                                                                                                                                                                                                                                                           |
| Thursday, 29 Oct | (1) In textbook, read pages 338 (The Bank Checking Account) through 346 in *Chapter 8 – Control of Cash*.  
(2) On Canvas, watch the one video lecture about *Chapter 8* and complete homework assignment (see last page of notes).                                                                                                                                                                                                                                                                                                                                                       |
<p>| Tuesday, 3 Nov | In textbook, read Chapter 9 – <em>Receivables and Payables</em>.                                                                                                                                                                                                                                                                                                                                                                                                                                                   |</p>
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<thead>
<tr>
<th>Date</th>
<th>Activity and Notes</th>
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<tbody>
<tr>
<td>Thursday Nov 5</td>
<td>In Canvas, watch the four video lectures about Chapter 9 and complete homework assignment (see last page of notes).</td>
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| Tuesday Nov 10 | (1) In Canvas, complete Quiz 5 between 11:30 and 12:00. This quiz is worth 10 points and consists of five questions about chapters 8 and 9. You may use your class notes (hardcopy only) when completing the quiz. There is a 20-minute time limit to complete the quiz.  
(2) In textbook, read Chapter 10 – Property, Plant, and Equipment. On page 418, you can skip the section on Sum-of-the-Years’ Digits Method. |
| Thursday Nov 12 | In Canvas, watch three video lectures about Chapter 10 and complete homework assignment (see last page of notes). |
| Tuesday Nov 17 | In textbook, read Chapter 11 – Plant Asset Disposals, Natural Resources, and Intangible Assets. You can skip the sections on Exchanges of Nonmonetary Assets and Natural Resources, pages 452 through 458. You can also skip the sections on Leases and Leasehold Improvements, pages 462 and 463, and the Appendix, pages 468 to 472.  
In Canvas, watch the one video lecture about Chapter 11 and complete homework assignment (see last page of notes). |
| Thursday Nov 19 | Exam #3 (chapters 8, 9, 10, and 11). You’ll have 75 minutes to complete the exam. You may begin any time after 11:25am; you must finish and submit the exam no later than 1:00pm.  
(i) Launch Lockdown Browser.  
(ii) In Canvas, click Quizzes to access the exam.  
(iii) In pre-exam Step 7: Environment Check, show both sides of your sheet of paper to your webcam. |
| Tuesday Nov 24 | (1) In textbook, read Chapter 12 – Stockholders’ Equity: Classes of Stock.  
(2) In Canvas, watch the one video lecture about Chapter 12 and complete homework assignment (see last page of notes). |
| Thursday Nov 26 | No Classes – Thanksgiving Break |
| Tuesday Dec 1  | In textbook, read Chapter 13 – Corporations: Paid-In Capital, Retained Earnings, Dividends, and Treasury Stock. In your textbook, you can skip the sections on “Retained Earnings Appropriations” (pp. 531-533) and “Net Income Inclusions & Exclusion” (pp. 536-541). You can also skip the appendix.  
In Canvas, watch two video lectures about Chapter 13 and complete homework assignment (see last page of notes). |
| Thursday Dec 3 | In textbook, read Chapter 15 – Long-Term Financing: Bonds and Time Value of Money. Also read the Appendix on pages 620 to 624.  
On pages 610 to 612, you can skip the sections on The Effective Interest Rate Method, Discount and Premium Amortization Schedules, and Adjusting Entry for Partial Period. In addition, on pages 614 to 616, you can skip the sections on Serial Bonds, Bond Redemption or Sinking Funds, and Convertible Bonds. |
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<tr>
<th>Date</th>
<th>Activity</th>
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| Tuesday Dec 8 | (1) In Canvas, **complete Quiz 6 between 11:30 and 12:00**. This quiz is worth 10 points and consists of five questions about chapters 12 and 13. You may use your class notes (hardcopy only) when completing the quiz.
|             | (2) In Canvas, watch the **four video lectures** about Chapter 15 and complete homework assignment (see last page of notes). |
| Thursday Dec 10 | In textbook, read **Chapter 16 – Analysis Using the Statement of Cash Flows**. Focus on the Indirect method; ignore the Direct method. Skip the Appendix. |
| Tuesday Dec 15 | In Canvas, watch the **three video lectures** about Chapter 16 and complete homework assignment (see last page of notes). |

**Final Exam:** The final exam will cover chapters 12, 13, 15, and 16

**Wednesday, Dec. 23, 2020; 11:30 – 2:00**

*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.*