SYLLABUS: ACCT 2121, Section 011 ※ Fall 2022 ※ Instructor: Lizzie Sigafoos

ACCT 2121: Principles of Accounting I

<table>
<thead>
<tr>
<th>Section #</th>
<th>Days &amp; Times</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>010</td>
<td>Mondays &amp; Wednesdays 2:30-3:45 PM</td>
<td>Rowe 161</td>
</tr>
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</table>

※ INSTRUCTOR

Instructor: Lizzie Sigafoos, CPA  
Email: esigafoo@uncc.edu  
Office: Friday 251A  
Office Hours: Tuesday & Thursdays from 1:00-3:00pm and by appointment

- Detailed questions will be addressed in-person in my office on campus.
- Quick questions will be addressed via email.
  - Please do not hesitate to contact me! Three of the most powerful words in the English language are “I need help.”

※ COURSE DESCRIPTION

Fundamental accounting principles, with emphasis on the use of financial accounting data and analysis of financial statements.

Prerequisite(s): MATH 1120, MATH 1241, MATH 1242, STAT 1220, STAT 1221, STAT 1222, or STAT 2122 with grade of C or above

※ COURSE 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, students will:

1. have a better understanding of 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, inter-personal, and critical-thinking skills for success in the world of business;
4. increase the awareness of the importance of information technology with regard to financial information; and
5. understand the global perspective of accounting and business.
※ TEXTBOOK AND CALCULATOR

You are required to purchase:
1. WileyPLUS (software through which you will submit your homework)
2. Textbook (may be the electronic version automatically included in WileyPLUS, or a hard copy)
3. Calculator (You must purchase a basic, four-function calculator, which you will use on exams and for some in-class exercises.)
4. A web-based device, such as a smartphone, laptop, tablet, etc., is needed to respond to polling questions.

**Textbook:** The textbook for this class is *Survey of Accounting, 2nd Edition*, by Kimmel and Weygandt, published by John Wiley & Sons.

ACCT 2121 is part of the University’s “First Day” program, which means you can access all required electronic materials directly in Canvas at a discounted price. I believe that, by registering for ACCT 2121, the University has automatically billed each of you for the discounted price ($53.63) along with your tuition payment. I’ve underlined “electronic” to emphasize that, for about $54, you will receive access to the e-textbook and you’ll be able to do your required homework in Canvas.

If you’d like a physical hardcopy of the textbook (to supplement your digital / electronic copy), then go to the UNCC Barnes & Noble Bookstore. If you pay an extra $26.61 plus tax, you’ll receive a physical copy of *Survey of Accounting, 2nd edition*. The loose-leaf textbook contains Chapters 1-19, which covers everything you’ll need.

Although not recommended, you may opt out of the “First Day” program by using the Course Materials link in Canvas, but you will be responsible for purchasing your course materials at the full retail price (either directly from Wiley OR at the UNCC Bookstore). Additionally, access to your materials might be suspended during the interim. For more information about the “First Day” program, including the answers to Frequently Asked Questions (FAQs), please visit: [https://aux.charlotte.edu/bookstore/textbooks/first-day](https://aux.charlotte.edu/bookstore/textbooks/first-day)

**Laptop & webcam requirements:** All students taking business courses, which includes all students in this class, are required to have their own personal laptop computer, with a working webcam and microphone.
- **It is each student’s responsibility** to have a working laptop that meets the minimum requirements in accordance with the Belk College Laptop Policy, has the required course software installed, and is ready for classroom usage.
- It is each student’s responsibility to have their laptop charged and ready for usage prior to class time. Students should expect that charging of devices may **not** be possible during class time. Therefore, battery life should be sufficient to last through an entire class period.
※ KEY DATES

Disclaimer: For updated information, please visit: [https://registrar.uncc.edu/calendar](https://registrar.uncc.edu/calendar)

<table>
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<tr>
<th>Date</th>
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<tr>
<td>Mon. 8/22</td>
<td>FIRST CLASS</td>
</tr>
<tr>
<td>Mon. 8/29 by 11:59 PM</td>
<td>Last day to add/drop course with no grade</td>
</tr>
<tr>
<td>Mon. 9/5</td>
<td>NO CLASS - LABOR DAY</td>
</tr>
<tr>
<td>Fri. 9/16 by Noon</td>
<td>Early alert of unsatisfactory grades through UNCC Connect</td>
</tr>
<tr>
<td>Mon. 10/10</td>
<td>NO CLASS - FALL BREAK</td>
</tr>
<tr>
<td>Fri. 10/14 by Noon</td>
<td>Reporting of unsatisfactory grades through UNCC Connect</td>
</tr>
<tr>
<td>Mon. 10/24 by 11:59 PM</td>
<td>Last day to withdraw from course with grade of “W” or to change grade type</td>
</tr>
<tr>
<td>Wed. 11/23</td>
<td>NO CLASS - THANKSGIVING BREAK</td>
</tr>
<tr>
<td>Wed. 12/7</td>
<td>LAST CLASS</td>
</tr>
<tr>
<td>Thurs. 12/8</td>
<td>Reading Day</td>
</tr>
<tr>
<td>Sat. 12/10 @ 8:00 AM</td>
<td>Final exams for all ACCT 2121 sections <em>(Saturday morning)</em></td>
</tr>
</tbody>
</table>

※ COURSE CONTENT

Introduction to Financial Accounting (9 chapters):

Exam 1:
- Ch. 1: Introduction to Financial Statements
- Ch. 2: A Further Look at the Balance Sheet
- Ch. 3: The Accounting Information System
- Ch. 4: Accrual Accounting Concepts

Exam 2:
- Ch. 6: Merchandising Operations and the Multi-Step Income Statement
- Ch. 7: Reporting and Analyzing Inventory and Receivables
- Ch. 8: Reporting and Analyzing Long-Lived Assets

Exam 3:
- Ch. 9: Reporting and Analyzing Liabilities and Stockholders’ Equity
- Ch. 19: Statement of Cash Flows

Introduction to Managerial Accounting (3 chapters):

Exam 4 (cumulative final exam):
- Ch. 11: Managerial Accounting, including Ethics
- Ch. 13: Cost-Volume-Profit
- Ch. 15: Budgetary Planning
- plus selected content from the nine previous chapters
Your grade will be calculated as follows:

<table>
<thead>
<tr>
<th>Component</th>
<th>Chapters</th>
<th>Date*</th>
<th>Points</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam #1</td>
<td>1-4</td>
<td>September 28th</td>
<td>100</td>
<td>16.0%</td>
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<tr>
<td>Exam #2</td>
<td>6-8</td>
<td>October 31st</td>
<td>100</td>
<td>16.0%</td>
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<tr>
<td>Exam #3</td>
<td>9, 19</td>
<td>November 16th</td>
<td>100</td>
<td>16.0%</td>
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<tr>
<td>Exam #4 (Cumulative Final Exam)</td>
<td>11, 13, 15 and 1-4, 6-9, 19</td>
<td>Sat. 12/10 from 8:00-11:00 AM</td>
<td>125</td>
<td>20.0%</td>
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<tr>
<td>Financial Statement Ratio (FSR) project</td>
<td>N/A</td>
<td>This project is divided into 3 parts**</td>
<td>50</td>
<td>8.0%</td>
</tr>
<tr>
<td>Homework</td>
<td>All</td>
<td>Semester-long</td>
<td>100</td>
<td>16.0%</td>
</tr>
<tr>
<td>Other: Random Attendance Checks, quizzes, class exercises</td>
<td>N/A</td>
<td>Semester-long</td>
<td>50</td>
<td>8.0%</td>
</tr>
</tbody>
</table>

*Dates are subject to change. All deadlines are in the Eastern time zone.

The grading scale is:

A = 560 to 625 points
B = 497 to 559 points
C = 435 to 496 points
D = 372 to 434 points
F = below 372 points

**Estimated point values by part have been provided, but are subject to change.

※ DESCRIPTION OF GRADED COMPONENTS

Exams (425 points or 68%)

Four exams will be administered.

Financial Accounting: Three (3) exams: 100 points, or 16%, each
- Exam #1: Chapters 1-4
- Exam #2: Chapters 6-8
- Exam #3: Chapters 9, 19

Managerial and Financial Accounting: One (1) exam: 125 points, or 20%
- Exam #4 (Cumulative Final Exam)
  - Managerial Chapters 11/13/15
  - Ethics + How to make complex business decisions
  - Financial Chapters 1-4, 6-9, 19 (selected topics only)

An unexcused absence from an exam will result in a grade of zero for that exam.
**Policy Regarding Make-up Exams:** It is the student’s responsibility to arrange to take all exams at the designated times. An unexcused absence from an exam will result in a grade of **zero** for that exam. Exceptions are at the discretion of the instructor and are limited to university-sanctioned conflicts and must be pre-arranged. If you miss an exam, you must obtain a university-approved absence, **issued by the Dean of Students’ Office** ([www.dso.uncc.edu](http://www.dso.uncc.edu)).

On exam days, bring with you only the following items:
- Student Identification Card
- #2 pencil(s)
- Basic, four-function calculator

**Conduct during an Exam:** Keep your eyes on your own exam and scantron. All cellphones and wearable technology (e.g., smart watches, headphones) must be turned off and placed in your backpacks – **NOT** on your person and **NOT** in your pockets – during exams. Students cannot share a calculator during an exam. If you do not bring a basic, four-function calculator for the exam, you will have to perform all calculations manually. All backpacks, bags, books, notes, scratch paper, electronic devices, etc. must be placed in the front or at the sides of the classroom before the exam starts.

**Policy on Reviewing or Retaining Exams:** Exams will be made available for review in the instructor’s office. No cell phones, smart watches, computers, etc. should be visible during the review of the exams. ACCT 2121 exams are **NOT** retained by students.

If a large majority of students miss a specific exam question, then the instructor might throw out this question at her discretion.

**Financial Statement Ratio (FSR) project (50 points or 8%)**

All students enrolled in ACCT 2121 during the Fall 2022 semester will complete a Financial Statement Ratio (“FSR”) project, which consists of three parts and supports the accreditation process for the Belk College of Business. The FSR project will require students to use ratio analysis and other analytical tools to evaluate the performance of assigned Fortune 500 companies. The FSR project is an individual project. All three parts of the project (called “quizzes”) will be completed online in Canvas; late submissions are **NOT** accepted.

The point allocation (by part) is subject to change, but here are the deadlines:
- Quiz #1 (4 points) due Monday, November 7 at 11:59 PM
- Quiz #2 (27 points) due Monday, November 28 at 11:59 PM
- Quiz #3 (19 points) due Monday, December 5 at 11:59 PM

**Homework (100 points or 16%)**

\[ 100 \text{ points} \times \frac{\text{points earned}}{\text{points available}} \]

Homework will be completed online in Canvas. It is your responsibility to keep track of the due dates, which will be announced on Canvas and in class. After the due date, the WileyPLUS software will allow you to see the correct answers. This explains why late submissions are **NOT** accepted; each late assignment will result in an automatic **zero**. **However, one (1) homework assignment (your lowest score) will be dropped.**

To mimic the exams, homework will be a combination of multiple choice and open-ended.
**Other: In-class Exercises, Random Attendance Checks, and Quizzes (50 points or 8%)**

\[
50 \text{ points } * \frac{\text{points earned}}{\text{points available}}
\]

The remainder of students’ grades will be determined based on in-class exercises, random attendance checks, and quizzes to be completed online in Canvas.

Random attendance check and in-class exercises will be asked via Poll Everywhere (free to students; simply download the app or go to polleverywhere.com). Your account must be set up using your UNCC email address, and you must bring a Wi-Fi enabled device (i.e., smart phone, laptop) each day to answer and earn these points. For the best internet connection, please plan to utilize the university’s Wi-Fi service (EduRoam.) Students must be physically present in their registered class to earn these points.

**Extra Credit**

At her discretion, the instructor might offer extra credit opportunities.

※ **CIVILITY AND CLASSROOM PROFESSIONALISM**

You are on the path to becoming business professionals. Appropriate classroom etiquette and conduct are expected. Disrespectful and/or vulgar language and behavior is **NOT** allowed.

※ **EXTRA HELP**

Take note of the accounting concepts with which you are struggling; discuss these concepts one-on-one with the instructor during office hours.

Also, please take advantage of free tutoring offered by:

1. **University Center for Academic Excellence (“UCAE”):** Free individual tutoring (by appointment) is provided by the UCAE. Students may sign up for an appointment online (www.ucae.uncc.edu). UCAE also offers drop-in tutoring sessions; check their website for times and locations.

2. **Peer Assisted Learning (“PAL”):** Free group tutoring is provided through the PAL program. No appointment necessary! Drop-in sessions are led by undergraduate students who were very successful in ACCT 2121.

3. **Beta Alpha Psi (“BAP”):** For your benefit, BAP (the accounting honor society) has created practice exams, which will be posted to Canvas by the instructor. Prior to each exam, BAP holds review sessions to go over the solutions to the practice exams.
※ UNCC POLICIES

**Statement on Academic Integrity:** All students are required to read and abide by the Code of Student Academic Integrity. Violations of the Code of Student Academic Integrity, including plagiarism, will result in disciplinary action as provided in the Code. Definitions and examples of plagiarism are set forth in the Code. The Code is available from the Dean of Students Office or online at https://legal.uncc.edu/policies/up-407

**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.

**Statement on Students with Disabilities:** The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides civil rights protection for persons with disabilities. This legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities, and 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 Covid-Related Absences:** If you are absent from class due to COVID-19 diagnosis or quarantine, you are still responsible for all work and assignments. As your instructor, I will work with you to establish reasonable due date extensions.
<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Chapter</th>
<th>Date</th>
<th>Day</th>
<th>Chapter</th>
</tr>
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<tbody>
<tr>
<td>Aug 22</td>
<td>M</td>
<td>Intro &amp; begin Chapter 1</td>
<td>Oct 17</td>
<td>M</td>
<td>Chapter 7</td>
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<td>19</td>
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<td>29</td>
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<td>M</td>
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