

Peru State College
BUS 23249A – PRINCIPLES OF MANAGERIAL ACCOUNTING
Syllabus – Spring – 2010

Instructor:	Dr. Judy A. Grotrian, Professor of Business
Office:	TJM 243
Office Hours:	MTWR 8:00 – 9:30 a.m. Friday by appointment
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Email Address:	jjgrotrian@peru.edu
Course Meets:	Online
Required Textbook:	“Accounting” Warren, Reeve, Duchac, 22nd Edition – 2007, Thomson South-Western
Required Software:	CengageNOW! (Bundled with textbook) - (Includes 2-semester Access Code)
Prerequisites:	Bus 231 - Principles of Financial Accounting (Must have earned a 70% or above)

Course Description & Objectives

Students continue their preparation in accounting by studying the accounting process for a corporation—partnerships and limited liability, organization, capital stock transactions, and dividends; income and taxes, stockholders' equity, and investments in stocks; and bonds payable and investments in bonds. Other topics studied are: statement of cash flows, financial statement analysis, and managerial accounting concepts and principles. Upon completion of this course you should be able to:

1. Develop and apply an understanding of the accounting concepts for a partnership-form and corporate-form of organization.
2. Learn how and prepare accounting records for a partnership-form and corporate-form of organization.
3. Make and apply informed managerial decisions from partnership or corporate financial statements.
4. Use this course as a foundation to advance to higher-level accounting training.

Assessment and Grading

Class Participation: In order for you to be an effective participant, it is expected for you to have READ the chapter PRIOR to completing the assignments. In order for you to receive the earned/assigned points for the assignments and tests, you MUST complete the assignments and tests on time. **Late assignments are NOT accepted.**

Homework: Accounting is not a spectator sport. You will complete homework assignments for each chapter. Accounting tests are constructed from the homework assignments. (See Assessment of Points and Assignment Dates at end of syllabus). **There is no extra credit in this course.**

Exams: There will be three exams (Chapters 10-12, Chapters 13-15, & the final exam Chapters 16-18) each worth 90 points. The first two exams are 90 minutes. The final exam is a two-hour exam given in two parts. (See Assessment of Points and Assignment Dates at end of syllabus).

Your final grade will be based on chapter exercises, computer problems, and exams. Unless directed otherwise, students are expected to do their own work on assignments and exams. Students with special needs are encouraged to make them known to the instructor during the first week of class. The instructor reserves the right to modify any aspect of the course syllabus or content. Any modifications will be communicated to students in advance.

College's Grading Scale

A	90 - 100
B+	85 - 89
B	80 - 84
C+	75 - 79
C	70 - 74
D+	65 - 69
D	60 - 64
F	59 and below

College's Incomplete Coursework Policy

To designate a student's work in a course as incomplete at the end of a term, the instructor records the incomplete grade (I). Students may receive this grade only when serious illness, hardship, death in the immediate family, or military service during the semester in which they are registered prevents them from completing course requirements. In addition, to receive an incomplete, a student must have completed substantially all of the course's major requirements.

Unless extenuating circumstances dictate otherwise, students must initiate requests for an incomplete by filling out an Incomplete Grade Completion Contract, which requires the signature of the student, instructor, and Dean. The Incomplete Grade Completion contract cites the reason(s) for the incomplete and details the specific obligations the student must meet to change the incomplete to a letter grade. The date by which the student agrees to complete required work must appear in the contract. The Dean, the instructor, and the student receive signed copies of the Incomplete Grade Completion Contract.

Even if the student does not attend Peru State College, all incomplete course work must be finished by the end of the subsequent semester. Unless the appropriate Dean approves an extension and if the student does not fulfill contract obligations in the allotted time, the incomplete grade automatically becomes an F.

College's Academic Integrity Policy

The College expects all students to conduct themselves in a manner that supports an honest assessment of student learning outcomes and the assignment of grades that appropriately reflect student performance. It is ultimately the student's responsibility to understand and comply with instructions regarding the completion of assignments, exams, and other academic activities. At a minimum, students should assume that at each assessment opportunity they are expected to do their own original academic work and/or clearly acknowledge in an appropriate fashion the intellectual work of others, when such contributions are allowed. Students helping others to circumvent honest assessments of learning outcomes, or who fail to report instances of academic dishonesty, are also subject to the sanctions defined in this policy.

Instances of academic dishonesty may be discovered in a variety of ways. Faculty members who assign written work ordinarily check citations for accuracy, run data base and online checks, and/or may simply recognize familiar passages that are not cited. They may observe students in the act of cheating or may become aware of instances of cheating from the statements of others. All persons who observe or otherwise know about instances of cheating are expected to report such instances to the proper instructor or Dean.

In order to promote academic integrity, the College subscribes to an electronic service to review papers for the appropriate citations and originality. Key elements of submitted papers are stored electronically in a limited access database and thus become a permanent part of the material to which future submissions are compared. Submission of an application and continued enrollment signifies your permission for this use of your written work.

NSCS Board of Trustees Policy 4220 states that each College “. . . will establish a distance learning assessment policy that will include, at a minimum, a substantial culminating experience that is proctored.” Peru State College’s policy is that each course that is offered entirely online will feature a proctored final exam that substantially measures the extent the course’s stated learning objectives are achieved. Online course syllabi will clearly state that, regardless of grades earned previously, the proctored final exam must be passed in order to receive credit for the course. Courses which feature graded site-based activities (e.g., teaching demonstrations) and/or video-taped presentations that occur near the end of the term, and that are designed to substantially assess the achievement of learning objectives, can be considered in compliance with this policy. Project-based capstone and graduate courses utilizing real-time discussions held by web-cam, phone or in person with the faculty member as part of the assessment process can also be considered in compliance with this policy.

Should an occurrence of academic misconduct occur, the faculty member may assign a failing grade for the assignment or a failing grade for the course. Each incident of academic misconduct should be reported to the Dean and the Vice President for Academic Affairs (VPAA). The VPAA may suspend students for two semesters found to be responsible for multiple instances of academic dishonesty. The reason for the suspension will be noted on the student’s transcript.

A faculty member need present only basic evidence of academic dishonesty. There is no requirement for proof of intent. Students are responsible for understanding these tenets of academic honesty and integrity. Students may appeal penalties for academic dishonesty using the process established for grades appeals.

Title IX Compliance Notice

Peru State College is an equal opportunity institution. PSC does not discriminate against any student, employee or applicant on the basis of race, color, national origin, sex, disability, religion, or age in employment and education opportunities, including but not limited to admission decisions. The College has designated an individual to coordinate the College’s nondiscrimination efforts to comply with regulations implementing Title VI, VII, IX, and Section 504. Inquiries regarding non-discrimination policies and practices may be directed to Eulanda Cade, Director of Human Resources, Title VI, VII, IX Compliance Coordinator, Peru State College, PO Box 10, Peru, NE 68421-0010, (402) 872-2230.

Students requesting reasonable accommodation and tutoring services should contact the Center for Achievement and Transition Services (CATS).

Tentative Course Schedule

<u>Week of</u>	<u>Topics</u>	<u>Reading Assignments</u>
January 11	Fixed Assets & Intangible Assets	Chapter 10
January 18	Current Liabilities & Payroll	Chapter 11
January 25	Current Liabilities & Payroll	Chapter 11
February 1	Accounting for Partnerships & LLC’s	Chapter 12
February 8	Accounting for Partnerships & LLC’s	Chapter 12
February 15	Corporations: Organization, Stock Transactions, and Dividends	Chapter 13
February 22	Corporations: Organization, Stock Transactions, and Dividends	Chapter 13
March 1	Income Taxes, Unusual Income Items, and Investments in Stocks	Chapter 14
March 15	Bonds Payable and Investments in Bonds	Chapter 15
March 22	Bonds Payable and Investments in Bonds	Chapter 15
March 29	Statement of Cash Flows	Chapter 16
April 5	Statement of Cash Flows	Chapter 16
April 12	Financial Statement Analysis	Chapter 17
April 19	Managerial Accounting Concepts & Principles	Chapter 18
April 26	Managerial Accounting Concepts & Principles	Chapter 18
May 3	Finals Week	Final Exam

ASSESSMENT OF POINTS and ASSIGNMENT DATES

The first date is when the chapter is available and the second date is the due date. Available times are at 6:00 a.m. (Central Standard Time) and due dates are at 11:55 p.m. (Central Standard Time).

	<u>Points</u>	<u>Dates</u>
Discussion Board Get Acquainted Online	5	Jan. 11 – Jan. 17
Chapter 10 Exercises	10	Jan. 11 – Jan. 23
Chapter 10 Problems	20	Jan. 11 – Jan. 23
Chapter 11 Exercises	10	Jan. 11 – Jan. 30
Chapter 11 Problems	30	Jan. 11 – Jan. 30
Chapter 12 Exercises	8	Jan. 11 – Feb.13
Chapter 12 Problems	20	Jan. 11 – Feb.13
Test Chapters 10 - 12	90	Feb. 12, 13, 14, 15
Chapter 13 Exercises	5	Feb. 12 – Feb. 27
Chapter 13 Problems	20	Feb. 12 - Feb. 27
Chapter 14 Exercises	4	Feb. 12 – Mar. 20
Chapter 14 Problems	10	Feb. 12 – Mar. 20
Chapter 15 Exercises	10	Feb. 12 – Mar. 27
Chapter 15 Problems	10	Feb. 12 – Mar. 27
Test Chapters 13 - 15	90	Mar. 26, 27, 28, 29
Chapter 16 Exercises	4	Mar. 26 – Apr. 10
Chapter 16 Problems	10	Mar. 26 – Apr. 10
Chapter 17 Exercises	8	Mar. 26 – Apr. 24
*Chapter 17 Problems	19	Mar. 26 – Apr. 24
Chapter 18 Exercises	6	Mar. 26 – May 1
*Chapter 18 Problems	10	Mar. 26 – May 1
Final Exam Ch. 16 - 18	<u>90</u>	April 30, May 1, 2, 3
TOTAL POSSIBLE POINTS	489	

Practice Exercises have unlimited takes and unlimited time and are for practice.

Exercises have a limit of 3 takes and unlimited time and are graded.

Problems have a limit of 3 takes and unlimited time and are graded with **two exceptions**:

*Chapter 17 and Chapter 18 Problems have a one-take limit.

The multiple choice tests are taken once and are timed. For each test, there are 45 questions worth two points each for a total of 90 points. For the first two exams, the time limit is 90 minutes. The final exam has a time limit of two hours. The final exam is divided into two parts with one hour for each part. Yes, you may use your textbook and homework to assist you with all of the tests.