San José State University

Lucas College and Graduate School of Business
Department of Accounting and Finance
Bus1 020, Financial Accounting
Sections 2, 5, and 7; Spring 2016

Instructor: Elizabeth D. Capener
Office Location: BT 364
Telephone: 408-924-3510 (Email preferred)
Email: elizabeth.capener@sjsu.edu
I respond to email 5-7 days per week.

Office Hours: Monday/Wednesday 11:45 – 12:45, by appointment
Other appointment times available
May be rescheduled with advance notice

Class Days/Time/Room: Section 2: MW 9 – 10:15, BBC 021
Section 5: MW 10:30 – 11:45; BBC 021
Section 7: MW 1:30 – 2:45; BBC 104

Prerequisites: Math 071, sophomore status recommended

MYSJSU Messaging
Copies of the course materials such as the syllabus may be found on Canvas at (http://sjsuinstructure.com). You are responsible for regularly checking Canvas for any new messages and assignments.

Catalog Course Description

Accounting postulates and principles; application of accounting theory to accumulate and summarize financial data; critical analysis and interpretation of financial statements.

Lucas College of Business Mission Statement
We are the institution of opportunity in Silicon Valley, educating future leaders through experiential learning and character development in a global business community and by conducting research that contributes to business theory, practice and education.
College of Business Program Goals: *(Not all program learning goals are covered in every course)*

1. **Business Knowledge (CBPG1)**
   - Understand basic business principles and demonstrate discipline-specific competencies as applied to local and global environments.

2. **Communication (CBPG2)**
   - Communicate ideas clearly, logically, and persuasively in oral and written format, using technology appropriately.

3. **Ethical Awareness (CBPG3)**
   - Recognize, analyze, and articulate solutions to ethical issues that arise in business.

4. **Leadership, Teams and Diversity (CBPG4)**
   - Comprehend the challenges and opportunities of leading and working in diverse teams and environments.

5. **Critical Thinking (CBPG5)**
   - Comprehend, analyze, and critically evaluate complex and unstructured qualitative and quantitative business problems, using appropriate tools and technology.

6. **Innovation (CBPG6)**
   - Recognize, analyze, and articulate strategies for promoting creativity and innovation.

Course Learning Outcomes and Goals

This course builds the foundation knowledge necessary to write and understand financial statements, including the Balance Sheet, Income Statement, and Statement of Stockholders’ Equity. Our focus will be to prepare and use accounting information to make decisions as managers. (CBPG 1, 2, 5)

The course is primarily focused on US practice (US GAAP), and will incorporate an overview of accounting in a global context, including IFRS. An introduction to reporting issues related to sustainability is included. (CBPG 1, 4, 5)

Students will recognize, evaluate, and propose solutions to ethical issues. (CBPG 2, 3, 5)

We begin with a thorough study of the accounting cycle emphasizing how information moves through an accounting system. Then we proceed to detailed accounting for merchandising activities, financial assets, inventories and cost of goods sold, plant assets and intangibles, liabilities, stockholders’ equity, paid in capital, income, retained earnings, and an overview of the Statement of Cash Flows. (CBPG 1, 5)

Required Texts/Readings

All text options will be reviewed in class the first day of instruction. **Students are encouraged to wait to purchase the text until after the first class. Renting or purchasing a used text is not recommended as purchasing a book with code should be more affordable.** Also, students will likely refer to the book in subsequent business classes.
**Textbook and Computer Homework Wiley Plus Code:**

1. **Financial Accounting** custom book BUS1 020 SJSU by Weygandt, Kimmel, & Kieso, 9\textsuperscript{th} edition; packaged with the Wiley PLUS homework code. Approximately $135 at the Spartan Bookstore.

2. Be sure my name is on the cover. The Chi Chang package (text with Wiley Plus code) works too.

Note: Students will have access to the FULL color eBook within Wiley PLUS. Wiley Plus includes PowerPoint slides, lectures, demonstration problems (with commentary), practice tests, and other helpful resources. The WileyPLUS course ID is 489038.

**Optional Supplements (“Free”)**

Student Online Learning Center (OLC):
[http://bcs.wiley.com/he-bcs/Books?action=index&itemId=1118334329&bcsId=8508](http://bcs.wiley.com/he-bcs/Books?action=index&itemId=1118334329&bcsId=8508)

Self-test and Additional Self-test resources are great study guides for exams. Some students may like the PowerPoint, Excel, Check figure and other study aids.

**Homework and Class Participation**

**HOMEWORK:** Homework assignments and due dates are listed on Wiley Plus.

Each student must have a Wiley PLUS homework access code for this course! Students are expected to read the assigned chapters in advance of the related lecture and class activities. All homework problems assigned should be completed using Wiley PLUS by the dates shown each week in Wiley Plus. Students may confer with each other on the homework, but each student must complete his/her own work. **No late work is accepted.** Students who fail to submit the homework by the due date earn a zero. Students may request homework be available early to “work ahead”. Five or more additional points to compensate for computer rounding, etc, are included. 90 points is the maximum possible for homework. Questions about the homework will usually be answered in class or in office hours, not by email.

The homework assigned is the minimum necessary for your success in this class. The importance of your completing each homework assignment without the use of a solutions manual cannot be overstated. Doing the homework will enable you to participate in class and help you with the exams. It is very difficult to earn enough points to pass the class with zeros or low scores in the homework.

**CLASS PARTICIPATION:**

Thoughtful participation in class discussions, in-class activities, and homework review is required. Prior to class, everyone is expected to read the assigned readings and complete other assigned work. Classroom time is not sufficient to allow complete coverage of all readings and assignments. However, you are responsible for all materials assigned. Class time will usually be spent on a variety of activities including: question and answer sessions, brief lectures, group discussions, in-class assignments, and mini-case analyses. Participation by all is necessary for the class to be successful. In order for the class to be a meaningful learning experience for everyone, it is important that we all: (1) attend class; (2) come prepared for discussion; and (3) participate in discussions and in-class assignments. If each of us prepares before class, participates during class, and reviews after class, the learning experience for each of us in this course should be very worthwhile. A total of **10 points** can be earned through **active participation** in class.
Exam Policies

All exams must be taken per the dates on the syllabus. Students are expected to attend every class and take the exams as scheduled. Students who fail to take an exam earn a zero. Please see me the FIRST day of class if you have a conflict; medical or co-curricular, etc, (requires documentation). Extra credit group pop quizzes may be given. Four function calculators (add, subtract, multiply, divide) are highly recommended for exams. Cell phones, computers, or other than 4 function calculators may not be used on exams. Only the scratch paper included with each exam may be used. Use of any other unauthorized scratch paper will result in an exam score of zero. All cell phones and pagers must be turned off and put away during exams. If a student is seen looking at a cell phone or other type of electronic device during the exam, this is grounds for an exam score of zero.

Students must purchase Scantron forms at the bookstore (standard 50 question (on each side) Scantron 882-E form measuring approximately 4 inches by 11 inches). In class exams are “closed”. Exams are individual activities and no outside assistance is allowed. In summary, students may discuss questions on the Homework, but not on Exams. Cheating of any kind on quizzes and exams will not be tolerated and could result in failure of the course and expulsion from the University.

Information related to the Written Assignment (In Groups) will be posted on canvas at a later date.

Grading Policy

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<th>%</th>
<th>Points</th>
<th>Your Scores Here</th>
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</thead>
<tbody>
<tr>
<td>Midterm Exam I, Chapters 1-4</td>
<td>15%</td>
<td>60</td>
<td></td>
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<tr>
<td>Midterm Exam II, Chapters 5-8</td>
<td>15%</td>
<td>60</td>
<td></td>
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<tr>
<td>Written Assignment (In Groups)</td>
<td>10%</td>
<td>40</td>
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<tr>
<td>Final Exam (Chapters 9-11, 13)</td>
<td>35%</td>
<td>140</td>
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<tr>
<td>Homework on Wiley Plus, Participation</td>
<td>25%</td>
<td>100</td>
<td></td>
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<tr>
<td>Total</td>
<td>100%</td>
<td>400</td>
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Grading Scale:
90-100    A
80-90     B
70-80     C
60-70     D
Below 60  F

+ and – may be earned for high and low scores in each level of the scale. Scale may be curved to benefit students.

Strategies for Success

SUCCESSFUL STUDENTS:
1. Read the Chapters before the related lectures and complete the “Self-test” and other quiz-type materials in the chapter (stay current)
2. Confer with classmates – discuss difficult concepts and problems – may form study groups
3. Independently complete the homework by the due date
4. Practice testing in Wiley Plus and on the Student Online Learning Center
5. Study additional materials as needed (Power Points, additional problems, demonstration problems, etc.)
6. Immediately change their study strategies if a poor score is earned
7. Seek help from the professor or SJSU resources as needed (Tutoring, How to take a test, etc.)
College of Business Classroom Policies and Procedures

These are included in http://www.sjsu.edu/cob/Students/policies/ which also shows College of Business Program Goals and printing policies, and also shown below:

To ensure that every student, current and future, who takes courses in the Boccardo Business Center has the opportunity to experience an environment that is safe, attractive, and otherwise conducive to learning, the College of Business at San José State has established the following policies:

**Eating**: Eating and drinking (except water) are prohibited in the Boccardo Business Center. Students with food will be asked to leave the building. Students who disrupt the course by eating and do not leave the building will be referred to the Judicial Affairs Officer of the University.

**Cell Phones**: Students will turn their cell phones off or put them on vibrate mode while in class. They will not answer their phones in class. Students whose phones disrupt the course and do not stop when requested by the instructor will be referred to the Judicial Affairs Officer of the University. **Cell phones may not be used for exams.**

**Computer Use**: In the classroom, faculty allow students to use computers only for class-related activities. These include activities such as taking notes on the lecture underway, following the lecture on Web-based PowerPoint slides that the instructor has posted, and finding Web sites to which the instructor directs students at the time of the lecture. Students who use their computers for other activities or who abuse the equipment in any way, at a minimum, will be asked to leave the class and will lose participation points for the day, and, at a maximum, will be referred to the Judicial Affairs Officer of the University for disrupting the course. (Such referral can lead to suspension from the University.) Students are urged to report to their instructors computer use that they regard as inappropriate (i.e., used for activities that are not class related).

**University Policies**

**Dropping and Adding**

Students are responsible for understanding the policies and procedures about add/drop, grade forgiveness, etc. Refer to the current semester’s Catalog Policies section at http://info.sjsu.edu/static/catalog/policies.html. Add/drop deadlines can be found on the current academic year calendars document on the Academic Calendars webpage at http://www.sjsu.edu/provost/services/academic_calendars/. The Late Drop Policy is available at http://www.sjsu.edu/aars/policies/latedrops/policy/. Students should be aware of the current deadlines and penalties for dropping classes.

Information about the latest changes and news is available at the Advising Hub at http://www.sjsu.edu/advising/.

**Consent for Recording of Class and Public Sharing of Instructor Material**

**University Policy S12-7**, http://www.sjsu.edu/senate/docs/S12-7.pdf, requires students to obtain instructor’s permission to record the course and the following items to be included in the syllabus:

- “Common courtesy and professional behavior dictate that you notify someone when you are recording him/her. You must obtain the instructor’s permission to make audio or video recordings in this class. Such permission allows the recordings to be used for your private, study purposes only. The recordings are the intellectual property of the instructor; you have not been given any rights to reproduce or distribute the material.”
- It is suggested that the greensheet include the instructor’s process for granting permission, whether in writing or orally and whether for the whole semester or on a class by class basis.
- In classes where active participation of students or guests may be on the recording, permission of those students or guests should be obtained as well.

- “Course material developed by the instructor is the intellectual property of the instructor and cannot be shared publicly without his/her approval. You may not publicly share or upload instructor generated material for this course such as exam questions, lecture notes, or homework solutions without instructor consent.”

**Academic Integrity**

Your commitment, as a student, to learning is evidenced by your enrollment at San Jose State University. The [University Academic Integrity Policy S07-2](http://www.sjsu.edu/senate/docs/S07-2.pdf) requires you to be honest in all your academic course work. Faculty members are required to report all infractions to the office of Student Conduct and Ethical Development. The [Student Conduct and Ethical Development website](http://www.sjsu.edu/studentconduct/) is available at [http://www.sjsu.edu/studentconduct/](http://www.sjsu.edu/studentconduct/).

**Campus Policy in Compliance with the American Disabilities Act**

If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible, or see me during office hours. [Presidential Directive 97-03](http://www.sjsu.edu/president/docs/directives/PD_1997-03.pdf) requires that students with disabilities requesting accommodations must register with the [Accessible Education Center](http://www.sjsu.edu/aec) (AEC) at [http://www.sjsu.edu/aec](http://www.sjsu.edu/aec) to establish a record of their disability.

**Student Technology Resources**

Computer labs for student use are available in the [Academic Success Center](http://www.sjsu.edu/at/asc) located on the 1st floor of Clark Hall and in the Associated Students Lab on the 2nd floor of the Student Union. Additional computer labs may be available in your department/college. Computers are also available in the Martin Luther King Library. A wide variety of audio-visual equipment is available for student checkout from Media Services located in IRC 112. These items include DV and HD digital camcorders; digital still cameras; video, slide and overhead projectors; DVD, CD, and audiotape players; sound systems, wireless microphones, projection screens and monitors.

**SJSU Peer Connections**

Peer Connections, a campus-wide resource for mentoring and tutoring, strives to inspire students to develop their potential as independent learners while they learn to successfully navigate through their university experience. You are encouraged to take advantage of their services which include course-content based tutoring, enhanced study and time management skills, more effective critical thinking strategies, decision making and problem-solving abilities, and campus resource referrals.

In addition to offering small group, individual, and drop-in tutoring for a number of undergraduate courses, consultation with mentors is available on a drop-in or by appointment basis. Workshops are offered on a wide variety of topics including preparing for the Writing Skills Test (WST), improving your learning and memory, alleviating procrastination, surviving your first semester at SJSU, and other related topics. A computer lab and study space are also available for student use in Room 600 of Student Services Center (SSC).
Peer Connections is located in three locations: SSC, Room 600 (10th Street Garage on the corner of 10th and San Fernando Street), at the 1st floor entrance of Clark Hall, and in the Living Learning Center (LLC) in Campus Village Housing Building B. Visit Peer Connections website at http://peerconnections.sjsu.edu for more information.

**SJSU Writing Center**

The SJSU Writing Center is located in Clark Hall, Suite 126. All Writing Specialists have gone through a rigorous hiring process, and they are well trained to assist all students at all levels within all disciplines to become better writers. In addition to one-on-one tutoring services, the Writing Center also offers workshops every semester on a variety of writing topics. To make an appointment or to refer to the numerous online resources offered through the Writing Center, visit the Writing Center website at http://www.sjsu.edu/writingcenter. For additional resources and updated information, follow the Writing Center on Twitter and become a fan of the SJSU Writing Center on Facebook.

(Note: You need to have a QR Reader to scan this code.)

**SJSU Counseling Services**

The SJSU Counseling Services is located on the corner of 7th Street and San Fernando Street, in Room 201, Administration Building. Professional psychologists, social workers, and counselors are available to provide consultations on issues of student mental health, campus climate or psychological and academic issues on an individual, couple, or group basis. To schedule an appointment or learn more information, visit Counseling Services website at http://www.sjsu.edu/counseling.

**Syllabus is Subject to Change:**
Any changes will be communicated to students in class, by canvas announcement and/or by e-mail.

**Course Schedule of Important Dates (Most assignments are weekly).**

<table>
<thead>
<tr>
<th>Reading/Lecture</th>
<th>Date</th>
<th>Exams, Spring Break, and Other Important Events</th>
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<tbody>
<tr>
<td>Ch. 1</td>
<td>Feb 1</td>
<td>First day of class</td>
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<tr>
<td>Ch. 2</td>
<td>Feb 8</td>
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<tr>
<td>Ch. 3</td>
<td>Feb 15</td>
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<tr>
<td>Ch. 4</td>
<td>Feb 22</td>
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<tr>
<td>Reading/Lecture</td>
<td>Date</td>
<td>Exams, Spring Break, and Other Important Events</td>
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<td>Feb 29</td>
<td><strong>Midterm I Exam - in class</strong>, (Chapters 1-4 including IFRS) Bring 882-E Scantron form</td>
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<tr>
<td>Ch. 5</td>
<td>Mar 2</td>
<td>Midterm Review, possible short lecture, Chapter 5</td>
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<tr>
<td>Ch. 5</td>
<td>Mar 7</td>
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<td>Ch. 6</td>
<td>Mar 14</td>
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<td>Ch. 7</td>
<td>Mar 21</td>
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<tr>
<td>Mar 28</td>
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<td>NO CLASS – SPRING BREAK WEEK</td>
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<tr>
<td>Mar 30</td>
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<td>NO CLASS – SPRING BREAK WEEK</td>
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<tr>
<td>Ch. 8</td>
<td>Apr 4</td>
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<td>Apr 11</td>
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<td><strong>Midterm II Exam - in class</strong>, (Chapters 5-8 including IFRS) Bring 882-E Scantron form</td>
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<tr>
<td>Ch. 9</td>
<td>Apr 13</td>
<td>Midterm Review – possible short lecture, chapter 9</td>
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<td>Ch. 9</td>
<td>Apr 18</td>
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<td>Ch 10</td>
<td>Apr 25</td>
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<td>May 2</td>
<td></td>
<td>NO CLASSES - Students meet to finish Group Written Assignment</td>
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<td>Ch 11</td>
<td>May 4</td>
<td>Written Assignment (In Groups) due</td>
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<td>Ch 11</td>
<td>May 9</td>
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<td>Ch 13</td>
<td>May 11</td>
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<tr>
<td>Ch 13</td>
<td>May 16</td>
<td>Last day of class – Monday, REVIEW, WRAP-UP</td>
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<td>May 17</td>
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<td>Tuesday, Study day, No classes</td>
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<td>May 18</td>
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<td><strong>Final Exam, Wednesday, May 18</strong></td>
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<td>Section 2 (7:15 – 9:30am)</td>
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<td>Section 7 (12:15 – 2:30pm) (12:15 – 14:30)</td>
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<td>Chapters 9-11&amp;13 limited IFRS. Bring Scantron Form 882-E</td>
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<tr>
<td>May 24</td>
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<td><strong>Final Exam, Tuesday May 24</strong></td>
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<td>Section 5 (9:45 – 12:00 noon)</td>
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<td></td>
<td></td>
<td>Chapters 9-11&amp;13 limited IFRS. Bring Scantron Form 882-E</td>
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Notes:
Subject to change.
Actual class coverage may be a bit ahead or behind the reading assignment.
Chapter description, homework assignments and due dates are listed on Wiley Plus.