

Syllabus for Bus 1B-Management Accounting – Online

Semester & Year	Fall 2017	
Course ID and Section #	BUS-1B-V3332-2017F Managerial Accounting	
Instructor's Name	Dove Byrne	
Number of Credits/Units	4	
Contact Information	<i>Office location</i>	Virtual
	<i>Office hours</i>	By appointment
	<i>Phone number</i>	N/A
	<i>Email address</i>	dove-byrne@redwoods.edu
Textbook Information	<i>Title & Edition</i>	Fundamental Accounting Principles (22nd edition)
	<i>Author</i>	Larson, Wild, Chiappetta
	<i>ISBN</i>	9780077632977

Course Description

This course is a continuation of BUS-1A with emphasis on managerial accounting. The statement of cash flows and methods to analyze financial statements are emphasized. Control accounting includes cost systems, budgetary control, and standard cost systems. Managerial decision-making considers cost, revenue concepts, and preparation of reports and special analysis.

Student Learning Outcomes

Upon successful completion of this course (grade of C or above), students will be able to do the following:

1. Explain and apply corporate accounting standards to investments, stocks, and bonds.
2. Explain and apply standard cost accounting methods.
3. Explain and apply methods of budgetary control.
4. Construct and analyze financial statements and ratios.

Necessary Computer Skills

Navigate the course Learning Management System (Canvas)

- navigate the course Content Delivery System (McGraw-Hill's Connect)
- receive and respond to your CR email
- download and upload files to the Canvas, and
- use spreadsheet software (such as Microsoft Excel)

Technology Requirements (computer, other hardware, and software)

You should have high-speed internet (such as broadband) service from cable, DSL, or satellite providers as there are videos that require this speed. You need to have reliable access to the internet for the duration of the course. Anticipate problems with your computer and internet access (including power outages) by not waiting until the last minute to submit assignments. It is your responsibility to meet the class deadlines.

Technology Support

Before contacting Technical Support please visit the Online Support Page at <http://www.redwoods.edu/online/Help>.

For password issues with Canvas, Web Advisor or your mycr.redwoods.edu email, contact Technical Support at its@redwoods.edu or call 707-476-4160 or 800-641-0400 ext. 4160 between 8:00 A.M. and 4:00 P.M., Monday through Friday.

Special Accommodations

College of the Redwoods complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. Please present your written accommodation request at least one week before the first test so that necessary arrangements can be made. No last-

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minute arrangements or post-test adjustments will be made. If you have a disability or believe you might benefit from disability related services and may need accommodations, please see me or contact [Disabled Students Programs and Services](#). Students may make requests for alternative media by contacting DSPS at 707-476-4280.

Regular Effective Contact

[instructor: Describe here how your course will ensure regular effective contact by including things such as threaded discussion forums, weekly announcements, instructor-prepared materials in addition to publisher-created materials to create a virtual equivalent of face-to-face classes.]

Academic Support and Resources

Academic support is available at [Counseling and Advising](#) and includes academic advising and educational planning, [Academic Support Center](#) for tutoring and proctored tests, and [Extended Opportunity Programs & Services](#), for eligible students, with advising, assistance, tutoring, and more. The following resources are available to support your success as a student:

- CR-Online (Resources for online students): <http://www.redwoods.edu/online>
- Library (including online databases): <http://www.redwoods.edu/library/>
- Canvas help and tutorials: <http://www.redwoods.edu/online/Canvas>
- Student Online Hand Book: <http://www.redwoods.edu/Portals/72/Documents/Students/CR-OnlineStudentHandbook.pdf>

Course Communication

When you have a question, please post it to the appropriate chapter Help Forum in Discussions on Canvas. I am also available for a virtual meeting, by appointment. For more information email me at dove-byrne@redwoods.edu

Academic Honesty

In the academic community, the high value placed on truth implies a corresponding intolerance of scholastic dishonesty. In cases involving academic dishonesty, determination of the grade and of the student's status in the course is left primarily to the discretion of the faculty member. In such cases, where the instructor determines that a student has demonstrated academic dishonesty, the student may receive a failing grade for the assignment and/or exam and may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct (AP 5500) is available on the College of the Redwoods website at: <http://www.redwoods.edu/board/Board-Policies/Chapter-5-Student-Services>, and scroll to AP 5500. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the college catalog and on the College of the Redwoods website.

Disruptive Classroom Behavior

Student behavior or speech that disrupts the instructional setting will not be tolerated. Disruptive conduct may include, but is not limited to: unwarranted interruptions; failure to adhere to instructor's directions; vulgar or obscene language; slurs or other forms of intimidation; and physically or verbally abusive behavior. In such cases where the instructor determines that a student has disrupted the educational process a disruptive student may be temporarily removed from class. In addition, he or she may be

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reported to the Chief Student Services Officer or designee. The Student Code of Conduct (AP 5500) is available on the College of the Redwoods website at: <http://www.redwoods.edu/board/Board-Policies/Chapter-5-Student-Services> and scroll to AP 5500.

Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the college catalog and on the College of the Redwoods website.

Emergency Procedures for College of the Redwoods:

RAVE – College of the Redwoods has implemented an emergency alert system. In the event of an emergency at the college you can receive an alert through your personal email and/or phones at your home, office, and cell. Registration is necessary in order to receive emergency alerts. Please go to <https://www.GetRave.com/login/Redwoods> and use the “Register” button on the top right portion of the registration page to create an account. During the registration process you can elect to add additional information, such as office phone, home phone, cell phone, and personal email. Please use your CR email address as your primary Registration Email. Your CR email address ends with “redwoods.edu.” Please contact Public Safety at 707-476-4112 or security@redwoods.edu if you have any questions.

College of the Redwoods is committed to equal opportunity in employment, admission to the college, and in the conduct of all of its programs and activities.

Proctoring

Proctoring is not required.

College of the Redwoods
Bus 1B Principles of Accounting (V3332)
Fall 2017 Syllabus

Instructor: Dove Byrne, MBA
Email: dove-byrne@redwoods.edu

Location & Time: Online
Virtual Office Hours: By Appointment

Required textbook:

Fundamental Accounting Principles (22nd edition) by: Larson, Wild, Chiappetta; McGraw-Hill Publishers, ISBN: 9780077632977, loose leaf, (must include Connect access code card). We cover Chapters 13 through 25 in this course.

Course Description:

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Course Learning Outcomes:

- Upon successful completion of this course (grade of C or above), students will be able to do the following:
1. Explain and apply corporate accounting standards to investments, stocks, and bonds.
 2. Explain and apply standard cost accounting methods.
 3. Explain and apply methods of budgetary control.
 4. Construct and analyze financial statements and ratios.

Course Objectives & Structure:

Accounting is the common language of organizations: businesses, not-for-profits, or governments. The basic principles of accounting provide a common ground for communication. The objective of this course is for you to learn, understand and to apply those basic principles. In addition to specific accounting curriculum objectives identified in the Course Outline, broad course objectives include the development of learning, thinking, communication and teamwork skills. In accounting, new concepts build on those that have been learned before. Therefore, it is essential you keep current in this course. You will be required to communicate your knowledge clearly by completing assignments and assessments.

Evaluation & Assignments:

13 LearnSmart Study Modules (12 best scores graded): 12 x 10 = 120 points

13 Homework Assignments (12 best scores graded): 12 x 20 = 240 points

13 Discussion Assignments (12 best scores graded): 12 x 15 = 180 points

Excel Projects 2 x 80 = 160 points

3 Tests: 3 x 100 = 300 points

Total Semester Points: 1,000

Grading Scale

93%	A	77%	C+
90%	A-	73%	C
87%	B+	70%	C-
83%	B	60%	D
80%	B-	< 60%	F

Online Learning Environment

You will use Canvas to communicate with one another, to post questions and answers, to submit lab assignments, and to view the grade book. You will use McGraw-Hill Connect to complete LearnSmart Study Modules, Homework, and Exams.

Weekly Schedule

Our weeks will start on Friday morning at 12am and end on Thursday night at 11:59pm. Each week you will complete a LearnSmart Study Module, a Chapter Homework Assignment, and work on an Excel Project Assignment (except for the week of the Midterm and the Final).

Weekly Help

Each week, I will be available to answer questions on Mondays and Wednesdays. When you have a question, please post it to the appropriate chapter Help Forum in Discussions on Canvas. Please post your questions ahead of time. I am also available for a virtual meeting, by appointment.

Weekly Commitment

Each week, you will need to spend approximately 24 hours on this course. Here is a recommended Schedule:

1. Read and Outline the Chapter
2. Complete the Chapter LearnSmart Module
3. Practice the Chapter Demonstration Problems
4. Start the Chapter Homework
5. Start the Project
6. Post Questions for Monday
7. Post Discussion by Monday
8. Continue to work on Chapter Homework
9. Continue to work on Project
10. Post Questions for Wednesday
11. Post Reply by Wednesday
12. Complete all assignments

LearnSmart Study Modules

LearnSmart will be completed online via McGraw-Hill's Connect. Your twelve best scores will be graded.

Homework

Homework will be completed online via McGraw-Hill's Connect. Your twelve best scores will be graded.

Projects

You will complete two projects using Microsoft Excel (or other Spreadsheet software).

Exams

The exams will be completed online using McGraw-Hills Connect website. You will be given a 48-hour window to take your 3-hour exam. Once you start the exam, you must complete it within 3 hours.

Bus 1B Schedule						
Week	Dates	Chapter	LearnSmart	Homework	Discussion	Project
1	8/26* - 8/31	13	√	√	√	
2	9/1 - 9/7	14	√	√	√	
3	9/8 - 9/14	15	√	√	√	
4	9/15 - 9/21	16	√	√	√	√
5	9/22 - 9/28	17	√	√	√	
6	9/29 - 10/5	Test #1				
7	10/6 - 10/12	18	√	√	√	
8	10/13 - 10/19	19	√	√	√	
9	10/20 - 10/26	20	√	√	√	
10	10/27 - 11/2	21	√	√	√	
11	11/3 - 11/9	Test #2				
12	11/10 - 11/16	22	√	√	√	√
13	11/17 - 11/22*	23	√	√	√	
14	11/24 - 11/30	24	√	√	√	
15	12/1 - 12/7	25	√	√	√	
16	12/8 - 12/14	Test #3				

* Indicates a Short Week

Policy for missed/late work

Homework Assignments and Projects cannot be turned in late. Exceptions may be made in cases of emergency or if arrangements are made in advance.

Special accommodations

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Academic Misconduct

Cheating, plagiarism, collusion, abuse of resource materials, computer misuse, fabrication or falsification, multiple submissions, complicity in academic misconduct, and/ or bearing false witness will not be tolerated. Violations will be dealt with according to the procedures and sanctions proscribed by the College of the Redwoods. Students caught plagiarizing or cheating on exams will receive an "F" in the course. The student code of conduct is available on the College of the Redwoods website at:

<http://redwoods.edu/District/Board/New/Chapter5/AP%205500%20Conduct%20Code%20final%2002-07-2012.pdf>. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the college catalog and on the College of the Redwoods homepage. College of the Redwoods is committed to equal opportunity in employment, admission to the college, and in the conduct of all of its programs and activities.

* Content is subject to change at instructor's discretion.