



Undergraduate Extended Campus Syllabus Template

BSAD 2010

Introduction to Financial Reporting

July 1 – August 2, 2019

Number of Credit Hours: 3 undergraduate credits, 45 contact hours

Instructor: Dr. Ji Yu

Office:

Telephone:

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Office Hours:

OFFICIAL COURSE DESCRIPTION:

This course provides an overview of financial accounting/reporting in its role as an information system within the socioeconomic environment of business. Financial reporting concepts and practices are presented from a decision perspective in which the content of financial statements and the analysis, interpretation and application of this information in making rational business decisions are examined. Relationships between business events and elements of the financial statements are analyzed. Coverage of accounting procedures is presented to the extent that they are necessary to understand the substance of financial statement information. Internal control of accounting systems will be considered. A base of analytical tools will be provided for interpretation of financial information. Specific financial accounting issues related to current and long-term operational assets, current liabilities, debt instruments and equity are discussed.

COURSE GOALS AND LEARNING OBJECTIVES:

Students will become more informed users of accounting information as they develop quantitative problem-solving skills, and a familiarity with the accounting model and published financial statements. After completing they course, they should be able to:

- Make basic journal entries to record accounting transactions
- Interpret an income statement, statement of financial position, statement of retained earnings, and statement of cash flows
- Analyze and record common business transactions
- Use basic ratios for financial statement analysis
- Identify internal control concepts, and concepts that guide the process of accounting recognition, measurement, and presentation
- Apply rules for measuring assets in accordance with generally accepted accounting principles

These course objectives will be assessed with tests and the final examination.

INSTRUCTOR'S ATTENDANCE POLICY:

Class attendance is required. To get the full scores of quizzes, students must both attend the class and do the quizzes.

TEXTS:

Accounting: Tools for Business Decision Making, 6th edition by Kimmel, Weygandt, & Kieso (Wiley)
There are several different options for acquiring the text. *You may either buy:*

- the binder-ready (loose leaf) version of the text or
- A new or used textbook, either the binder version or a hardcopy or
- Electronic version of textbook (ebook).

ASSESSMENTS/COURSE REQUIREMENTS:

This course requires a serious time commitment. Regular class attendance and considerable work between sessions is necessary to master the subject matter over the one semester. Many students have to spend as much as 9 hours per week studying and doing homework for this course. **Whenever you do not understand the material, you are expected to ask questions or request additional explanation.** Between classes you should read the textbook pages carefully, study the examples in the textbook and complete all the assigned homework problems and exercises. For most people, more is actually learned during the process of thinking through the textbook examples and the homework problems than listening to someone else talk about the subject matter. Students are encouraged to help each other understand the material and the assignments. **You are responsible for all the material that is in the textbook chapters.**

Cheating will not be tolerated. During tests and exams you must keep your papers directly in front of you and you must focus on your own work. **If during a test or exam a student communicates with another student in anyway, has notes or a book accessible, glances towards another student’s work, or positions his/her work towards another student, the students involved will receive failing grades for the course.**

EXAM DESCRIPTION:

Grading:	Homework	10%
	Quiz	10%
	Exam 1	25%
	Exam 2	25%
	Final Examination (cumulative)	30%

Homework - To earn the full 10% for homework you are expected to attend class regularly, participate in class and complete the homework that is assigned. No one will be penalized for giving wrong answers in class. It will count against you if you do not pay attention or participate constructively.

Quiz- Quiz is given at the end of each class.

If you do miss a class session it is your responsibility to find out what material has been covered and what you need to do to be prepared for the next class.

Exams and the final Examination - There will be two tests during the semester and a cumulative final exam at the end. Your two test scores will count 50% and the final exam will count 30% towards your course grade. Given the cumulative nature of the subject matter, the tests and the final exam are all technically cumulative. (Make-up tests will only be given for medical reasons or emergencies and you must notify me prior to the scheduled test date if a make-up is necessary.)

Calculators are allowed for the tests and the final exam, but other electronic devices are not permitted and calculators may not be shared.

Course Calendar

Week	Class	Topics & Chapters	Quiz and homework
1	Class 1	Chapter: Introduction to Financial Statements	Quiz1 & Homework1 Chapter Introduction to Financial Statements

	Class 2	Chapter: Introduction to Financial Statements Chapter: Financial Statements	Quiz2 & Homework2 Chapter Introduction to Financial Statements & Chapter Financial Statements
	Class 3	Chapter: Financial Statements	Quiz3 & Homework3 Chapter Financial Statements
	Class 4	Chapter: The Accounting Information System	Quiz4 & Homework4 Chapter The Accounting Information System
	Class 5	Chapter: The Accounting Information System Chapter: Accrual Accounting Concepts	Quiz5 & Homework5 Chapter The Accounting Information System & Chapter Accrual Accounting Concepts
2	Class 1	Chapter: Accrual Accounting Concepts	Quiz6 & Homework6 Chapter Accrual Accounting Concepts
	Class 2	Chapter: Merchandising Operations and the Multiple-Step Income Statement	Quiz7 & Homework7 Chapter Merchandising Operations and the Multiple-Step Income Statement
	Class 3	Chapter: Merchandising Operations and the Multiple-Step Income Statement Chapter: Reporting and Analyzing Inventory	Quiz8 & Homework8 Chapter Merchandising Operations and the Multiple-Step Income Statement & Chapter Reporting and Analyzing Inventory
	Class 4	Review for Exam 1	
	Class 5	EXAM 1	EXAM 1 Homework set 1 DUE
3	Class 1	Chapter: Reporting and Analyzing Inventory	Quiz9 & Homework9 Chapter Reporting and Analyzing Inventory
	Class 2	Chapter: Fraud, Internal Control, and Cash	Quiz10 & Homework10 Chapter Fraud, Internal Control, and Cash
	Class 3	Chapter: Fraud, Internal Control, and Cash Chapter: Reporting and Analyzing Receivables	Quiz11 & Homework11 Chapter Fraud, Internal Control, and Cash & Chapter Reporting and Analyzing Receivables
	Class 4	Chapter: Reporting and Analyzing Receivables	Quiz12 & Homework12 Chapter

			Reporting and Analyzing Receivables
	Class 5	Chapter: Reporting and Analyzing Long-Lived Assets	Quiz13 & Homework13 Chapter Reporting and Analyzing Long-Lived Assets
4	Class 1	Chapter: Reporting and Analyzing Long-Lived Assets	Quiz14 & Homework14 Chapter Reporting and Analyzing Long-Lived Assets
	Class 2	Chapter: Reporting and Analyzing Liabilities	Quiz15 & Homework15 Chapter Reporting and Analyzing Liabilities
	Class 3	Chapter: Reporting and Analyzing Liabilities	Quiz16 & Homework16 Chapter Reporting and Analyzing Liabilities
	Class 4	Review Exam 2	
	Class 5	EXAM 2	EXAM 2 Homework set 2 DUE
5	Class 1	Chapter: Reporting and Analyzing Stockholders' Equity	Quiz17 & Homework17 Chapter Reporting and Analyzing Stockholders' Equity
	Class 2	Chapter: Reporting and Analyzing Stockholders' Equity Chapter: Statement of Cash Flows	Quiz18 & Homework18 Chapter Reporting and Analyzing Stockholders' Equity & Chapter Statement of Cash Flows
	Class 3	Chapter: Statement of Cash Flows	Quiz19 & Homework19 Chapter Statement of Cash Flows
	Class 4	Review Final Exam	
	Class 5	FINAL EXAM	FINAL EXAM (Comprehensive) Homework set 3 DUE

FITCHBURG STATE UNIVERSITY UNDERGRADUATE GRADING POLICY

Conversion of numerical scores to letter grades is based on the list below:

<u>4.0</u>	<u>A</u>	<u>95 –100</u>
<u>3.7</u>	<u>A-</u>	<u>92 – 94</u>
<u>3.5</u>	<u>A-/B+</u>	<u>89 - 91</u>

<u>3.3</u>	<u>B+</u>	<u>86 – 88</u>
<u>3.0</u>	<u>B</u>	<u>83 – 85</u>
<u>2.7</u>	<u>B-</u>	<u>80 – 82</u>
<u>2.5</u>	<u>B-/C+</u>	<u>77 – 79</u>
<u>2.3</u>	<u>C+</u>	<u>74 – 76</u>
<u>2.0</u>	<u>C</u>	<u>71 – 73</u>
<u>1.7</u>	<u>C-</u>	<u>69 – 70</u>
<u>1.5</u>	<u>C-/D+</u>	<u>67 – 68</u>
<u>1.3</u>	<u>D+</u>	<u>64 – 66</u>
<u>1.0</u>	<u>D</u>	<u>60 – 63</u>
<u>0.0</u>	<u>F</u>	<u>0 – 59</u>
-	<u>IN</u>	<u>Incomplete</u>
-	<u>IP</u>	<u>In Progress</u>
-	<u>W</u>	<u>Withdrawn</u>

POLICY ON DISABILITY

Disability Services is the primary support system for students with disabilities taking classes in the day and evening divisions. The office is located on the third floor of the Hammond Building and can be reached at 978-665-4020 (voice/relay). If you need course adaptations or accommodations because of a disability, if you have emergency medication information, or if you need special arrangements in case the building must be evacuated, please make an appointment at the beginning of the course to talk with me. It is important that the issues relating to disabilities be discussed with me as soon as possible.

GRADE APPEAL

If you disagree with the evaluation of your work or believe an improper grade has been assigned, an appeal may be followed. Please discuss the matter with the instructor and refer to the Fitchburg State University Grade Appeal Policy in the university catalog.

ACADEMIC INTEGRITY POLICY

The faculty in the Education Unit at Fitchburg State University that work submitted in fulfillment of course requirements will be solely that of the individual candidate and all other sources will be cited appropriately. University Academic Integrity Policy, as outlined in the University Catalogue, will be strictly adhered to.

Fitchburg State University encourages all Extended Campus students to take advantage of our online student services. We have created a “virtual student center” just for you. Here you will find access to Counseling Services, Career Services, The Student Activity Center, the university bookstore and many other helpful links. You can access our student center by going to the university homepage at <http://www.fitchburgstate.edu> and clicking on Offices and Services. Scroll down and click on Extended Campus Center. You will find links to Library Services, our Virtual Student Center and other important information.

FITCHBURG STATE UNIVERSITY
DISTANCE LEARNING & EXTENDED CAMPUS LIBRARY SERVICES

The Gallucci-Cirio Library at Fitchburg State University provides a full range of library services including borrowing privileges; document delivery (books and articles mailed to your home); Interlibrary Loan; reference assistance via: phone, email, IM, Blackboard's Collaboration and Elluminate tools, Skype and in-person; library instruction; research help and more. Any questions relating to library services should be directed to the Linda LeBlanc, Access Services Librarian, at 978-665-3062 or dllibrary@fitchburgstate.edu. There is also a special section for Distance Learning and Extended Campus Services at <http://fitchburgstate.libguides.com/dlservices> outlining the wide range of services available to you and how to access them.

Students who are currently registered with the university may access any of the library's subscription databases, including an increasing number with full-text, by visiting the Gallucci-Cirio Library's homepage at <http://www.fitchburgstate.edu/academics/library> and clicking on the Research Databases button in the center of the page. Select the resource you want to access from the alphabetical or subject listing. Once you click on the database title you will be prompted for your Falcon Key logon information; this is the same logon you will use for your Fitchburg State email account and if you have any online Blackboard courses. If you do not know your Falcon Key username and password or if you have any problems logging in, contact the university's Technology Help Desk at 978-665-4500 or helpdesk@fitchburgstate.edu. The Library can issue you a temporary guest Falcon Key to use while the Technology Department is setting up your account: contact us at 978-665-3062 or dllibrary@fitchburgstate.edu

All registered Fitchburg State University students are eligible for a Fitchburg State University OneCard ID which also serves as his/her library card. If you have not received your OneCard yet, you can still access all of our online services as long as you have activated your library account. Activate your library account online at <http://fitchburgstate.libguides.com/dlservices> or in person at the Circulation Desk. After activation by the Gallucci-Cirio Library and receipt of your OneCard, students may also use any Massachusetts State College/University Library as well as participating libraries in the Academic and Research Collaborative (ARC) during the current semester. OneCards are available on campus all year round. Students wanting a OneCard must either complete the online Extended Campus OneCard request form <http://www.fitchburgstate.edu/offices/technology/onecard/> or present a course registration confirmation at the OneCard Office in the Anthony Building, main campus. Please call 978-665-3039 for available times or if you have any questions about your OneCard.