

BUS 131E – Introductory Accounting II

3 credits, 16 weeks, 3 hours per week

Students continue with topics from BUS 130 such as: partnership accounting, formation of corporations, analysis of financial statements, and the statement of changes in financial position. The emphasis in this course is on the development of a sound understanding of accounting by means of practical examples.

Prerequisites and/or co-requisites
BUS 130 with a minimum mark of C-

Instructor

Tim Lazaruk
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Office Hours

Upon request

Hours of Instruction

Tuesday 18:30 – 21:30 Keyano College Campus, Syncrude Centre, Room 112

Required Resources

Fundamental Accounting Principles Volume One, Larson, K.D. & Jensen, T., Thirteenth edition, ISBN 978-0-07-096828-8

Fundamental Accounting Principles Volume Two, Larson, K.D. & Jensen, T., Thirteenth edition, ISBN 978-0-07-096827-1

TI BA II Plus or TI BA II Plus Professional calculator

Note: these are the only calculators acceptable for use in the exams.

Course Outcomes

To enable students to understand principles of accounting and to apply them in simple situations

Evaluation

Quizzes	10%
Assignments	25%
Midterm Exam	30%
Final Exam	<u>35%</u>
Total	<u>100%</u>

The minimum standard for passing this course is a grade of D (50%).

Failure to achieve a weighted average of 50% on the exams will result in a failing grade (F).

This course is an equivalent for a course required for completion of the CGA program. A grade of C+ or more is required for this purpose.

This course is an equivalent for a course required to qualify for the CMA entrance exam. A grade of D or higher in this course and a GPA of 2.7 in all CMA prerequisites is required for this purpose.

Performance Requirements

1. **Cellular Phones** are a distraction to both your fellow students and the class instructor. All cellular phones are to be turned off, or at minimum set on silent mode prior to the beginning of class time.

If a student is observed using a cellular phone at any time during class, i.e. sending or reading text messages, they will be asked to leave the classroom for the remainder of class time.

2. **Class attendance** is useful for two reasons. First, class attendance maximizes a students' learning experience. Second, attending class is a good way to keep informed of matters relating the administration of the course (e.g., the timing of assignments and exams). Ultimately, you are responsible for your own learning and performance in this course.

It is the responsibility of each student to be prepared for all classes. Students who miss classes are responsible for the material covered in those classes and for ensuring that they are prepared for the next class, including the completion of any assignments and / or notes that may be due.

3. **Academic Misconduct** Students are considered to be responsible adults and should adhere to principles of intellectual integrity. Intellectual dishonesty may take many forms, such as:
 - Plagiarism or the submission of another person's work as one's own
 - The use of unauthorized aids in assignments or examinations (cheating)
 - Collusion or the unauthorized collaboration with others in preparing work
 - The deliberate misrepresentation of qualifications
 - The wilful distortion of results or data
 - Substitution in an examination by another person

Penalties for academic offences may range from a verbal reprimand to dismissal from the College, and in certain circumstances may involve legal action.

4. **Accommodation for Students with Disabilities** - The College will provide reasonable accommodation to students with disabilities in order to promote academic success. If you require accommodation, contact the Learner Assistance Program Office at 792-5608 to initiate the process for documenting, assessing, and implementing your individual accommodation needs. In addition, tutoring services are available at the SKILL Centre (Room 119)

5. **Success Criteria** - To receive a passing grade (a grade score of D or higher) in this class, a total mark of 50% (on all work) and a weighted average mark of at least 50% on the examinations must be attained. That is, you must satisfy both final class mark and exam mark requirements to receive a passing grade.

Failure to meet either of these criteria will result in a maximum grade of F.

Proposed Schedule

TOPICS TO BE COVERED AND IMPORTANT DATES:

Week of:	TOPIC	REQUIRED READING
07 Jan	BUS 130 Review - Receivables & Payroll Liabilities	Chapters 10 & 11
14 Jan	Property, Plant and Equipment and Intangibles	Chapter 12
21 Jan	Current Liabilities	Chapter 13
28 Jan	Partnerships	Chapter 14
04 Feb	Organization and Operation of Corporations	Chapter 15
11 Feb	Review	N/A
18 Feb	Midterm	N/A
25 Feb	No Classes - Reading Week	N/A
04 Mar	Corporate Reporting: Income, Earnings Per Share, and Retained Earnings	Chapter 16
11 Mar	Bonds and Long-Term Notes Payable	Chapter 17
18 Mar	Accounting for Debt and Share Investments	Chapter 18
25 Mar	Reporting and Analyzing Cash Flows	Chapter 19
01 Apr	Analyzing Financial Statements	Chapter 20
08 Apr	Review	N/A
15 Apr	Review	N/A
22-23 Apr	Final	N/A

NOTES:

- This course outline may be modified to facilitate unforeseen time constraints.
- Date and time allotted to each topic is subject to change.

Assignments

Assignments are due by the **BEGINNING** of the class on the date specified, unless arrangements have been made prior to that assignment's due date.

Fifteen (15) marks will be deducted for each day, or part thereof, that an assignment is late. Assignments will not be accepted more than three (3) days late, and a mark of zero will be given for that assignment.

All assignments are to be completed using EXCEL and submitted via e-mail to tim.lazaruk@keyano.ca.

Begin each Case or Problem on a tab.

Wherever appropriate, show your work. Marks will be given for the process, not for just the answer. It is important to show **ALL** your calculations.

Format and presentation count.

ENGLISH, GRAMMAR AND NEATNESS ALWAYS COUNT!

It is understood that some students may work together on their assignments. This is an acceptable practice as long as all students are doing their own work. It is **NOT** acceptable for two or more students to hand-in assignments that do not represent individual work. A mark of zero will be given for all such assignments.

More specifically, a mark of zero will be given, without exception, for any two or more assignments that are:

- Both printed from the same computer file
- Word for word identical over 1 or more sentences
- Basically identical except for one or two words per sentence

Authorization

This course outline has been reviewed and approved by the Program Chair.

Tim Lazaruk, Instructor

Gina Langager, Chair

Date Authorized

Guy Harmer, Dean

Date Authorized

Signed copies to be delivered to:

Instructor
Registrar's Office