

BUS 130B – Introductory Financial Accounting I

3 credits, 4 hours

An introduction to the subject of accounting will be provided. The major objective of BUS 130 and BUS 131 is to foster an understanding of accounting and the ways it serves in developing useful information which will provide a basis for sound business decisions. Topics of study include the procedural matters relating to the complete double entry accounting cycle, including special journals subsidiary ledgers and general ledgers, worksheets and the preparation of financial statements.

Prerequisites: Math 30-1/Math 30 Pure or Math 30-2/Math 30 Applied

Instructor

Dr. Tianze Li
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Office Hours

Monday	11:30 am – 12:20 pm 12:30 pm – 1:20 pm
Wednesday	3:00 pm – 3:50 pm
Thursday	3:00 pm – 3:50 pm
Friday	12:00 pm – 12:50 pm

Hours of Instruction

Wednesday 1:00 – 2:50 pm, S105
Friday 1:00 – 2:50 pm, S105

Required Resources

Fundamental Accounting Principles Volume I, Kermit D. Larson, & Tilly Jensen, Fifteenth Canadian Edition, ISBN 9781259087271

Access to McGraw-Hill Connect is required for the course.

Recommended calculator: Texas Instruments BAII Plus

Course Outcomes

Students will be able to:

- Use accounting practices and accounting principles as a basis for sound business decisions
- Analyze business transactions and prepare journal entries to record typical business transactions
- Post journal entries
- Prepare trial balances
- Prepare financial statements

Evaluation

In-class Activities	10%
Quizzes	10%
Assignments	25%
Midterm Exam	20%
Final Exam	<u>35%</u>
Total	100%

A grade of C- is required for progression or transfer.

Grading System

Descriptor	Alpha Grade	4.0 Scale	Percent
Excellent	A+	4.0	> 93.9
	A	4.0	87 – 93.9
	A-	3.7	80 – 86.9
Good	B+	3.3	77 – 79.9
	B	3.0	74 – 76.9
	B-	2.7	70 – 73.9
Satisfactory	C+	2.3	67 – 69.9
	C	2.0	64 – 66.9
	Progression	C-	60 – 63.9
Poor	D+	1.3	57 – 59.9
Minimum Pass	D	1.0	50 – 56.9
Failure	F	0.0	< 50

Proposed Schedule of Topics

BUS 130 – Introductory Financial Accounting I		
Tentative Schedule		
Date	Wednesday	Friday
Week 1 Sep 3 – Sep 7	Chapter 1: Accounting in Business	Chapter 1: Accounting in Business
Week 2 Sep 10 – Sep 14	Chapter 2: Analyzing and Recording Transactions	Chapter 2: Analyzing and Recording Transactions
Week 3 Sep 17 – Sep 21	Chapter 2: Analyzing and Recording Transactions	Chapter 3: Adjusting Accounts for Financial Statements
Week 4 Sep 24 – Sep 28	Chapter 3: Adjusting Accounts for Financial Statements	Chapter 3: Adjusting Accounts for Financial Statements
Week 5 Oct 1 – Oct 5	Chapter 4: Completing the Accounting Cycle and Classifying Accounts	Chapter 4: Completing the Accounting Cycle and Classifying Accounts
Week 6 Oct 8 – Oct 12	Mid-term Review	Mid-term Exam

Week 7 Oct 15 – Oct 19	Chapter 5: Accounting for Merchandising Activities	Chapter 5: Accounting for Merchandising Activities
Week 8 Oct 22 – Oct 26	Chapter 6: Inventory Costing and Valuation	Chapter 6: Inventory Costing and Valuation
Week 9 Oct 29 – Nov 2	Chapter 6: Inventory Costing and Valuation	Chapter 7: Internal Control and Cash
Week 10 Nov 5 – Nov 9	Chapter 7: Internal Control and Cash	Reading Day, no class
Week 11 Nov 12 – Nov 16	Chapter 8: Receivables	Chapter 8: Receivables
Week 12 Nov 19 – Nov 23	Appendix I: Payroll Liabilities	Appendix I: Payroll Liabilities
Week 13 Nov 26 – Nov 30	Appendix II: Accounting Information System	Final Exam Review
Week 14 Dec 3 – Dec 7	Final Exam Review	
Week 15 Dec 10 - 14	Final Exam Week	

Please Note:

Date and time allotted to each topic is subject to change.

Performance Requirements

Student Responsibilities

It is your responsibility as a student to contact the Office of the Registrar to complete the forms for Withdrawal or Change of Registration, and any other forms. Please refer to the list of important dates as noted in the Academic Schedule in the Keyano College credit calendar.

More specific details are found in the Student Rights and Student Code of Conduct section of the Keyano College credit calendar. It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights and Student Code of Conduct Policies.

Student Attendance

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.

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 willful distortion of results or data
- Substitution in an examination by another person
- Handing in the same unchanged work as submitted for another assignment
- Breach of confidentiality.

The consequences for academic misconduct range from a verbal reprimand to expulsion from the College. More specific descriptions and details are found in the Student Rights and Student Code of Conduct section of the Keyano College credit calendar. It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights and Student Code of Conduct Policies.

In order to ensure your understanding of the concept of plagiarism, you must successfully complete the online tutorial found on ilearn.keyano.ca. Then print the certificate, sign it, and show it to each of your instructors. Your course work will not be graded until you show this signed certificate.

Specialized Supports

Counselling and Disability Services

Counselling Services provides a wide range of specialized counselling services to prospective and registered students, including personal, career and academic counselling.

SKILL Centre

The SKILL Centre is a learning space in the Clearwater Campus at Keyano College where students can gather to share ideas, collaborate on projects and get new perspectives on learning from our tutorial staff.

The SKILL Centre, through a variety of delivery methods, provides assistance in skill development to Keyano students. Assistance is provided by instructors, staff and student tutors. Individuals wishing to improve their mathematics, writing, grammar, study, or other skills, can take advantage of this unique service.