Course Syllabus

Course Information:
ACC 201 – Introduction to Financial Accounting
Fall 2014
Section 003: WF 09:00 am – 10:15 am (in CR 115)

Contact Information:
Instructor: Kunsu Park
Office: BusAd A-404c (4th floor, A-tower)
Phone: 808-629-9923
Email: kunsu@hawaii.edu
Office Hours: Wednesday and Friday 10:30 am - 12:00 pm or by appointment

Course Pre-requisites, Co-requisites, and/or Other Restrictions:
Sophomore standing is a prerequisite for enrolling in this course (at least 25 credits). The course has no special skills that are necessary. The quantitative aspects of the course will require only elementary computational skills; however a calculator will be required.

Course Objectives:
This course is intended to provide you with a comprehensive introduction to financial accounting. This course is an introduction to business financial accounting that is designed to create an awareness of the accounting concepts and principles for preparing the three basic financial statements: (1) the balance sheet; (2) the income statement; and (3) the statement of cash flows. Accounting is referred to as the language of business. From the class, students will gain an understanding of the principles and procedures of accounting and will learn how to construct and interpret financial statements.

At the completion of the course, YOU SHOULD BE ABLE TO:

(1) Understand the fundamental concepts of the accounting cycle: from transaction analysis through journal to financial statements;
(2) Analyze a transaction and write its journal entry;
(3) Understand how to solve accounting problems with T-accounts;
(4) Understand the theory and implications of certain generally accepted accounting principles (GAAP);
(5) Identify various incentives that affect managers’ accounting choices;
(6) Analyze economic events disclosed in corporate financial statements.

1 This syllabus is subject to change as the term progresses. Changes, if any, will be announced in class. Students will be held responsible for all changes.
Required Textbooks and Materials:

Any associated study materials, including lecture notes, of each lecture will be available on Laulima (https://laulima.hawaii.edu/portal). To access Laulima, you must use your UH username and password. You may bring a laptop to class in order to see the electronic versions of lectures. I strongly encourage you to print out relevant materials and use them for note taking during class.

Attendance:
Students are required to attend the lecture section. Please arrive on time and remain in class for the entire period. It is critical to your success that you attend each session, thus attendance will be taken at each class. Unless you have prior approval from the instructor, you must attend the section for which you are registered. Since important announcements are made at the beginning of class, it is a good idea to be on time. Coming and going is disruptive and rude to everyone. Students being leaving early will be deemed as missing the class. As a student enrolled in ACC 201, you are responsible for all sources of information. If you have to miss class, it is highly recommended that you secure notes from a fellow student. Turn off cell phones at the beginning of class.

Communication:
I strongly encourage students to come to my office hours or make appointments. Email is the preferred communication tool. Students can also ask questions regarding homework problems via email. I check my university email regularly and will try to answer your questions within one day (with the exception of weekends or holidays). Students are required to check course website two days before the class and be responsible for printing out and bringing lecture notes to class.

Class Assignments:
Since accounting is an applied discipline, it is important that you learn the “how to” of accounting as well as “know about” accounting. I use Pearson’s MyAccountingLab for the homework problems. It will provide you the homework problems and also provide you with opportunities to continue to practice. It is “very” important that you complete the exercises and the problems that are assigned. In addition, you will often see very similar problems on the exams. Some homework problems will be discussed during the lecture or the answer keys will be provided. I will accept homework before the assigned date, but not after. Ten assignments will be given in class. Generally, homework through MyAccountingLab will be due Tuesdays at 11:59 pm. For example, you can see the first assignment in the Assignments & Academic Calendar below. Each student should do an assignment 1 by next Tuesday (September 9) at 11:59 pm.
Examinations and Quizzes:

Two mid-term exams (Exam I and II), five pop quizzes and one final exam will be administered during the semester. **Examinations are multiple choice questions.** Exams will be **closed-book, closed-note, and closed-electronics.** Surprise ("Pop") quizzes will be given in the class. These quizzes will be short, and students will be given less than 10 minutes to complete them. Quiz questions are usually based on material covered in the previous class. There will be no make-up quizzes. Students are expected to be present on exam days. If you will be missing an exam, be sure to notify the instructor **BEFORE** the exam is administered. **No make-ups will be allowed without PRIOR written approval by the instructor and/or written verification of an emergency. Proper documentation for the absence must be submitted.** When allowed, make-up exams will be scheduled at the discretion of the instructor. Make-up exams are more rigorous, are graded to a higher standard than the original exam, and do not offer bonus points or additional credits of any kind. If you believe that there is an error in the grading of an exam, bring it to my attention **within two weeks of the date the exam is returned to the class.** Bring a pencil and simple calculator for the exam. Cell phones, laptops, or similar devices are never permitted to be used as a calculation device. You are required to provide UH Student ID during quizzes, midterm and final exams.

Grading Policy:

The overall course grade will be based on two mid-term exams (Exam I and II), one final exam, ten assignments, five quizzes, and class attendance. **There are a total of 500 points available for the course.** The following is a distribution of the points necessary to earn a certain letter grade:

<table>
<thead>
<tr>
<th>Exam I</th>
<th>100 points</th>
<th>Total Points</th>
<th>Grade</th>
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<tbody>
<tr>
<td>Exam II</td>
<td>100 points</td>
<td>485-500</td>
<td>A+</td>
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<tr>
<td>Final Exam</td>
<td>100 points</td>
<td>465-484</td>
<td>A</td>
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<tr>
<td>10 Assignments</td>
<td>100 points</td>
<td>450-464</td>
<td>A-</td>
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<tr>
<td>5 Quizzes</td>
<td>40 points</td>
<td>435-449</td>
<td>B+</td>
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<tr>
<td>Attendance</td>
<td>60 points</td>
<td>415-434</td>
<td>B</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>500 points</strong></td>
<td><strong>400-414</strong></td>
<td>B-</td>
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<td>385-399</td>
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<td>365-384</td>
<td>C</td>
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<tr>
<td></td>
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<td>350-364</td>
<td>C-</td>
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<td>335-349</td>
<td>D+</td>
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<td>315-334</td>
<td>D</td>
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<td>300-314</td>
<td>D-</td>
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<td></td>
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<td>&lt;300</td>
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Assignments & Academic Calendar:

<table>
<thead>
<tr>
<th>Week</th>
<th>Tentative Topic</th>
<th>Class Exercises and Assignments</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>8/27 (W) Introduction/Syllabus  Understanding of basic finance and accounting concepts</td>
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<tr>
<td></td>
<td>8/29 (F) Understanding of basic finance and accounting concepts</td>
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<tr>
<td>2</td>
<td>9/3 (W) Ch 1. Accounting and the Business Environment</td>
<td>Read: Chapter 1 Exercises</td>
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<td>9/5 (F) (Cont’d) and Selected Problems</td>
<td>Read: Chapter 1 Exercises</td>
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<tr>
<td>3</td>
<td>9/10 (W) Ch 2. Recording Business Transactions</td>
<td>Read: Chapter 2 Exercises</td>
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<td>9/12 (F) (Cont’d) and Selected Problems</td>
<td>Read: Chapter 2 Exercises</td>
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<td><strong>Assignment 1: “Chapter 1 Homework”: Due Tuesday, September 16th at 11:59 pm</strong></td>
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<td>4</td>
<td>9/17 (W) Ch 3. The Adjusting Process</td>
<td>Read: Chapter 3 Exercises</td>
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<td>9/19 (F) (Cont’d) and Selected Problems</td>
<td>Read: Chapter 3 Exercises</td>
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<td><strong>Assignment 1: “Chapter 1 Quiz”: Due Tuesday, September 23th at 11:59 pm</strong></td>
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<td>5</td>
<td>9/24 (W) Ch 4. Completing the Accounting Cycle</td>
<td>Read: Chapter 4</td>
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<td>9/26 (F) (Cont’d) and Selected Problems <strong>Ten-Minute Quiz 1 (Ch 1 – Ch 3)</strong> Bring a pencil and calculator!</td>
<td>Read: Chapter 4 Exercises</td>
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<td><strong>Assignment 2: Due Sunday, September 28th at 11:59 pm</strong></td>
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<td>6</td>
<td>10/1 (W) Review</td>
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<td>10/3 (F) Exam I: Ch 1 – Ch 4</td>
<td>Bring a pencil and calculator!</td>
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<td>7</td>
<td>10/8 (W) Ch 5. Merchandising Operations</td>
<td>Read: Chapter 5 Exercises</td>
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<td>10/10 (F) (Cont’d) and Selected Problems</td>
<td>Read: Chapter 5 Exercises</td>
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<td><strong>Assignment 3: Due Tuesday, October 14th at 11:59 pm</strong></td>
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<td>8</td>
<td>10/15 (W) Ch 6. Merchandising Inventory <strong>Ten-Minute Quiz 2 (Ch 5)</strong> Bring a pencil and calculator!</td>
<td>Read: Chapter 6 Exercises</td>
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<td>10/17 (F) (Cont’d) and Selected Problems</td>
<td>Read: Chapter 6 Exercises</td>
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<td><strong>Assignment 4: Due Tuesday, October 21th at 11:59 pm</strong></td>
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<td>9</td>
<td>10/22 (W) Ch 7. Internal Control and Cash</td>
<td>Read: Chapter 7</td>
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<td>10/24 (F) Ch 8. Receivables</td>
<td>Read: Chapter 8</td>
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<td><strong>Assignment 5: Due Tuesday, October 28th at 11:59 pm</strong></td>
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<td>10</td>
<td>10/29 (W) Ch 8 (Cont’d) and Selected Problems</td>
<td>Read: Chapter 8</td>
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<tr>
<td>Date</td>
<td>Activity</td>
<td>Notes</td>
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<td>10/31 (F)</td>
<td>Ch 9. Plant Assets, Natural Resources, and Intangibles</td>
<td><strong>Ten-Minute Quiz 3 (Ch 6 – Ch 8)</strong></td>
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<td>Bring a pencil and calculator!</td>
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<td><strong>Assignment 6</strong>: Due Tuesday, November 4th at 11:59 pm</td>
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<tr>
<td>11/5 (W)</td>
<td>Ch 9 (Cont’d) and Selected Problems / Review</td>
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<td>11/7 (F)</td>
<td>Exam II: Ch 5 – Ch 8 (Maybe Ch. 9)</td>
<td>Bring a pencil and calculator!</td>
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<td><strong>Assignment 7</strong>: Due Tuesday, November 11th at 11:59 pm</td>
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<tr>
<td>11/12 (W)</td>
<td>Ch 10. Investments</td>
<td>Read: Chapter 10/11</td>
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<td>Ch 11. Current Liabilities and Payroll</td>
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<td>11/14 (F)</td>
<td>Ch 11 (Cont’d) and Selected Problems</td>
<td>Read: Chapter 11 Exercises</td>
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<td><strong>Assignment 8</strong>: Due Tuesday, November 18th at 11:59 pm</td>
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<tr>
<td>11/19 (W)</td>
<td>Ch 12. Long-term liabilities</td>
<td>Read: Chapter 12</td>
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<td>11/20 (W)</td>
<td>(Cont’d) and Selected Problems <strong>Ten-Minute Quiz 4 (Ch 10 – Ch 11)</strong></td>
<td>Bring a pencil and calculator!</td>
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<td><strong>Assignment 9</strong>: Due Tuesday, November 25th at 11:59 pm</td>
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<tr>
<td>11/26 (W)</td>
<td>Ch 13. Stockholders’ Equity</td>
<td>Read: Chapter 13</td>
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<tr>
<td>11/28 (F)</td>
<td>No Class!</td>
<td>Holiday: Thanksgiving Day!</td>
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<tr>
<td>12/3 (W)</td>
<td>Ch 13. Stockholders’ Equity</td>
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<td>Ch 14. The Statement of Cash Flows</td>
<td>Read: Chapter 13/14 Exercises</td>
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<td>Selected Problems</td>
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<tr>
<td>12/5 (F)</td>
<td>Ch 14 (Cont’d) and Selected Problems **Ten-Minute Quiz 5 (Ch 12 – Ch 13)</td>
<td>Bring a pencil and calculator!</td>
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<td><strong>Assignment 10</strong>: Due Tuesday, December 9th at 11:59 pm</td>
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<tr>
<td>12/10 (W)</td>
<td>Review</td>
<td></td>
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<tr>
<td>12/12 (F)</td>
<td>Study Period</td>
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<td>12/19 (F)</td>
<td><strong>FINAL EXAM</strong></td>
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<td>7:30 am – 9:30 am (in CR 115)</td>
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<td>Bring a pencil and calculator!</td>
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**Note:**
- **September 2** (Tuesday): Last day drop courses/switch sections without “W” grade
- **September 3** (Wednesday): Last day to register/add courses/change grading option
- **October 24** (Friday): Last day for in-person restricted withdrawals (with "W" grade)
- **December 11** (Thursday): Last day of Fall 2014 instruction
Learning Assistance Center @ Sinclair Library:

The Learning Assistance Center (LAC) offers supplemental instruction and individual tutoring in which students learn appropriate study strategies and problem solving skills to achieve their academic goals. The LAC is located in the Student Success Center in Sinclair Library. For more information, please visit the LAC website: http://manoa.hawaii.edu/undergrad/learning/

Beta Alpha Psi (BAP):

BAP is the accounting honor society. As a community service, BAP may offer walk-in tutoring for students in ACC 201 in BusAd G201. BAP usually provides its schedule by the end of September.

Course Compliance with Various Campus Policies:

All University of Hawaii and Shidler College of Business rules and policies will be followed in the course.

Alternate Meeting Place: In the event of any disturbance requiring the evacuation of Shidler College, you are to meet the instructor in the grassy area on the south (makai) side of George Hall. At that time, further instructions will be given (if an exam is in progress, you will be notified of an alternate room to complete the exam).

Academic Honesty: Cheating and Plagiarism will not be tolerated. All incidents will be handled in accordance with the UH Student Code of Conduct. The UH Student Code of Conduct, is available at: http://studentaffairs.manoa.hawaii.edu/policies/conduct_code/. The most relevant portions are included below for your convenience.

The University expects students to maintain standards of personal integrity that are in harmony with the educational goals of this institution; to respect the rights, privileges, and property of others; and to observe national, state, and local laws and University regulations.

Be sure to read the following definitions for plagiarism and cheating.

Cheating: includes but is not limited to giving or receiving unauthorized assistance during an examination; obtaining unauthorized information about an examination before it is given; submitting another’s work as one’s own; using prohibited sources of information during an examination; fabricating or falsifying data in experiments and other research; altering the record of any grade; altering answers after an examination has been submitted; falsifying any official University record; or misrepresenting of facts in order to obtain exemptions from course requirements.

Plagiarism includes but is not limited to submitting, in fulfillment of an academic requirement, any work that has been copied in whole or in part from another individual’s work without attributing that borrowed portion to the individual; neglecting to identify as a quotation another’s idea and particular phrasing that was not assimilated into the student’s language and style or paraphrasing a passage so that the reader is misled as to the source; submitting the same written or oral or artistic material in more than one course without obtaining authorization from the instructors involved; or “drylabbing,”
which includes obtaining and using experimental data and laboratory write-ups from other sections of a course or from previous terms.

**Classroom Behavior:** Both students and faculty have responsibility for maintaining an appropriate learning environment. Students who fail to adhere to behavioral standards may be subject to discipline. Faculty must treat students with understanding, dignity and respect, to guide classroom discussion and to set reasonable limits on the manner in which students express opinions.

**Student Grievance Procedure:** If a student disputes a grade with a faculty member, the student should schedule an individual meeting in the following order to resolve the dispute: 1) Course Instructor; 2) Department Chair; 3) Assistant Dean for Student Services. Faculty should be aware of their own role in any formal grievance filed. Please refer to the following website: [http://www.studentaffairs.manoa.hawaii.edu/](http://www.studentaffairs.manoa.hawaii.edu/) for more information.

**Students with Disabilities:** If a student has a documented disability and requires accommodations, please refer the student to the KOKUA Program located in QLCSS 013, or contact Ann Ito, KOKUA Program Director at 956-7511.

**Student Activities:** The Shidler College of Business offers students several opportunities to gain valuable leadership and community experience. Student clubs and organizations are displayed in bulletin boards located throughout the hallway on the first floor. In addition, a list of Shidler Clubs and Organizations is available at: shidler.hawaii.edu/clubs. Interested graduate students may contact: Graduate Business Student Association (GBSA) via email at: gbsa@hawaii.edu.