

Exceptions for Points Missed: Student point exception requests MUST include timely submission of third-party documentation (e.g. doctor's note or other evidence of hardship). Point exception determinations will be made on a case by case basis by the instructor. In fairness to other students, due dates for electronic assignments will not be extended even for excused absences.

Recorded Lectures & Pre-Class Online Intro Quizzes: Students are expected to prepare for class by viewing and listening to recorded PowerPoint introductory lectures before each new chapter begins to be covered in class. This important information will generally not be covered during class sessions. Familiarity with the introductory concepts covered in each recorded lecture will be assessed in associated on-line quizzes. Students have an opportunity to earn up to 30 points by demonstrating mastery in these on-line quizzes. The schedule and grading mechanics for the on-line intro quizzes is posted on Laulima.

Readings & Lectures Notes: Students are expected to prepare for class by reading, at a minimum, the Chapter Lecture Notes and Class Practice Worksheets prior to attending class. It is highly recommended that students also read the relevant textbook chapter material either before or after that chapter is covered in class. The Lecture Notes & Class Practice Worksheets for each chapter will be posted to the class Laulima site no later than the Sunday evening before that chapter is to be covered. **Students are required to bring both the lecture notes and the class practice worksheets with them to class for the chapter being covered during that class session. Hard copy is strongly recommended.**

Participation and Professionalism: At the discretion of the instructor, deductions of up to 25 points may be made for behavior deemed to be unprofessional, disruptive, or unfitting for a learning-centered class setting. Examples of unsuitable behavior include chronic tardiness, socializing during class, having cell phones or other devices emit sounds during class, sleeping during class, utilizing electronic devices for anything other than accessing class materials, being unprepared or unwilling to fully engage with the course materials in a manner that facilitates learning during class. Please visit the restroom and turn off cell phones and other noise-making electronic devices prior to the start of each class session. Students are expected to behave in a manner respectful to the instructor and other students. If a student's behavior or speaking is disruptive, the student will be asked to leave the room.

Grading: The total number of points earned during the semester will determine each student's course grade. Sources of points and a distribution of the points necessary to earn a particular letter grade are as follows:

Exam #1 (Chapters 1 - 5)	100 pts	500 – 490 pts	A+
Exam #2 (Chapters 6 - 10)	100 pts	489 – 465 pts	A
Final Exam (Comprehensive)	150 pts	464 – 450 pts	A-
CONNECT Homework	75 pts	449 – 440 pts	B+
Laulima Online Intro Quizzes	30 pts	439 – 415 pts	B
Attendance	30 pts	414 – 400 pts	B-
<u>Financial Statement Project</u>	<u>15 pts</u>	399 – 390 pts	C+
TOTAL	500 pts	389 – 365 pts	C
		364 – 350 pts	C-
		349 – 340 pts	D+
		339 – 315 pts	D
		314 – 300 pts	D-
		299 pts and below	F

The instructor reserves the right to change this grading curve according to class performance. However, if a change does occur, required points for designated letter grades will never exceed the distribution outlined above.

Financial Statement Analysis Project: Each student will have the opportunity to earn 15 points for successfully completing this project. Students will form into groups and each group will have 2 companies to analyze. This project will give students an opportunity to engage with the material covered in class as reported by real companies. Full details of the project will be made available as the semester progresses.

CONNECT Homework: Homework assignments provide an opportunity for students to practice applying the concepts learned in the course. Homework provides the greatest value when done after reviewing course materials and without searching through the text for sample solutions to mimic. Challenging oneself to think through a problem or exercise helps build and strengthen the neural networks needed to successfully complete similar type problems in the future.

Homework assignments for each chapter will be available for students to complete and submit via CONNECT. Students have an opportunity to earn up to 75 points by demonstrating mastery in these homework assignments. The policies and grading mechanics for the CONNECT homework assignments are posted on Lulima.

Examinations: All exams are “closed book”, “closed notes”, “closed neighbor”, and “closed electronics”. Phones may NOT be used as calculators during exams. The final exam is cumulative. Exams may include multiple choice, short answer, and work-out problems. Exams may include material covered in the textbook, online materials, online lectures, classroom lectures, and classroom activities. Students are responsible for all of these sources of information. Do not wear hats or caps or use earphones of any type during an exam. Make-up exams will be given only in very rare circumstances, and the instructor reserves the right to deduct points as deemed appropriate. In order for a make-up exam request to be considered, it must be requested from the instructor prior to the normal exam time. Failure to request a make-up exam on a timely basis will result in a “0” for the exam. Third-party evidence of hardship must be provided for all make-up exams. The final exam date is indicated on the attached syllabus schedule. According to Shidler policy, final exams may not be rescheduled. Please make any travel plans accordingly.

Disability Access: Students with disabilities are encouraged to contact the KOKUA Program for information and services. Services are confidential and students are not charged for them. Contact KOKUA at 956-7511 (voice/text), kokua@hawaii.edu, or Queen Liliuokalani Center for Student Services, Room 13.

Artificial Intelligence (AI): In this course, students are not permitted to use generative AI applications such as ChatGPT, Bard, or Bing, in whole or in part, to generate course materials or assignments. Grammar and spell checking tools such as those integrated into MS Word may be used. If you have any questions about whether a particular tool or specific use is permitted, check with the instructor.

Academic Honesty: Students are expected to behave with integrity in all academic endeavors. Cheating, plagiarism, as well as any other form of academic dishonesty, 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 the following link. Please become very familiar with the University Student Conduct Code so you can make conscience and informed choices about your behavior. Some relevant portions of the code are included below for your convenience.

Acts of dishonesty, types of behavior that conflict with the community standards that the UH values and expects of students, include but are not limited to the following:

- a. cheating, plagiarism, and other forms of academic dishonesty,
- b. furnishing false information to any UH official, faculty member, or office,
- c. forgery, alteration, or misuse of any UH document, record, or form of identification.

The term "cheating" includes, but is not limited to: (1) use of any unauthorized assistance in taking quizzes, tests, or examinations; (2) use of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; (3) the acquisition, without permission, of tests or other academic material belonging to a member of the UH faculty, staff or student (4) engaging in any behavior specifically prohibited by a faculty member in the course syllabus or class discussion.

The term "plagiarism" includes, but is not limited to, the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgement. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

In addition to the above, the instructor specifically prohibits the following behaviors, and includes them within the definition of academic dishonesty: (1) providing another student with any form of direct or indirect, unauthorized assistance on any assignment, quiz, test, exam or extra credit opportunity; and (2) copying, or recording in any manner, test or exam questions or answers.

NOTE: UH disciplinary proceedings may be instituted against a student charged with conduct that potentially violates both the criminal law and this Student Conduct Code (that is, if both possible violations result from the same factual situation) without regard to the pendency of civil or criminal litigation in court or criminal arrest and prosecution.

If a student is caught committing an act of Academic Dishonesty, as defined in the **University Student Conduct Code**, they will receive a grade of “F” for the course and be referred for disciplinary action as provided for by the **University Student Conduct Code**.

Title IX: The University of Hawaii is committed to providing a learning, working and living environment that promotes personal integrity, civility, and mutual respect and is free of all forms of sex discrimination and gender-based violence, including sexual assault, sexual harassment, gender-based harassment, domestic violence, dating violence, and stalking. If you or someone you know is experiencing any of these, the University has staff and resources on your campus to support and assist you. Staff can also direct you to resources that are in the community.

If you wish to remain **ANONYMOUS**, speak with someone **CONFIDENTIALLY**, or would like to receive information and support in a **CONFIDENTIAL** setting, contact the confidential resources available here: <http://www.manoa.hawaii.edu/titleix/resources.html#confidential>

If you wish to **REPORT** an incident of sex discrimination or gender-based violence including sexual assault, sexual harassment, gender-based harassment, domestic violence, dating violence or stalking as well as receive information and support, contact:

Dee Uwono

Director and Title IX Coordinator 2500
Campus Road, Hawai'i Hall 124
Honolulu, HI 96822
(808) 956-2299
t9uhm@hawaii.edu

ACCOUNTING 210 LAULIMA INSTRUCTIONS

1. Open an internet web browser and go to **<https://laulima.hawaii.edu>**
2. Log into your **Laulima User Account** using your UH username and password.
3. **ACC 210** will be on the top menu bar titled **My Workspace** or can be accessed by selecting the **More Sites** icon.
4. Select **Modules** to access instructor created course materials, **MH Campus** to access CONNECT materials, and **Tests & Quizzes** to access the online intro quizzes.
5. UH Laulima student support page (links to tutorials and FAQ): http://www.hawaii.edu/talent/laulima_students.htm

NOTE: Please “request assistance” from the Laulima techies if you are having problems accessing or using Laulima. The **“Request Assistance”** link is located on the very bottom left hand side of every Laulima webpage. The Laulima techies generally respond by email very quickly. They can provide the best solution to your problem when you request assistance from the computer the trouble is occurring on.

ACC 210 Fall 2023 Schedule: This syllabus is a general plan & subject to change at the instructor's discretion.

Day	Date	Class Lecture Topic	Notes	Assignment Due Dates
W	8/23	Introduction		
F	8/25	Chapter 1		Ch. 1 homework due W 8/30 at 11pm
W	8/30	Chapter 2	Last day to add class 8/29	Ch. 2 homework due W 9/6 at 11pm
F	9/1	Chapter 2	ZOOM CLASS! See details on Laulilma.	
W	9/6	Chapter 3 – Part 1		Ch. 3 Part 1 hmwrk due M 9/11 at 11pm
F	9/8	Chapter 4		Ch. 4 homework due M 9/18 at 11pm
W	9/13	Chapter 4		
F	9/15	Chapter 5		Ch. 5 homework due W 9/27 at 11pm
W	9/20	Chapter 5		
F	9/22	Chapter 5		
W	9/27	Chapter 6		Ch. 6 homework due M 10/9 at 11pm
F	9/29	Chapter 7		Ch. 7 homework due W 10/11 at 11pm
W	10/4	Exam #1	Covers Chapters 1, 2, 3 Part 1, 4, & 5	
F	10/6	Chapter 7		
W	10/11	Chapter 8		Ch. 8 homework due M 10/23 at 11pm
F	10/13	Chapter 8		
W	10/18	Chapter 8		
F	10/20	Chapter 9		Ch. 9 homework due W 10/25 at 11pm
W	10/25	Chapter 10, Appendix B		Ch. 10 homework due M 11/6 at 11pm
F	10/27	Chapter 10		Appendix B hmwk due M 11/6 at 11pm
W	11/1	Chapter 10		
F	11/3	Chapter 11		Ch. 11 homework due W 11/22 at 11pm
W	11/8	Chapter 11	Covers Chapters 6, 7, 8, 9, & 10	
F	11/10	Holiday	No Class	
W	11/15	Exam #2		
F	11/17	Chapter 11		Financial Statement project due TBA
W	11/22	Appendix C		Appendix C hmwk due M 11/27 at 11pm
F	11/24	Holiday	No Class	
W	11/29	Chapter 12		Ch. 12 homework due M 12/4 at 11pm
F	12/1	Chapter 3 – Part 2		Ch. 3 Part 2 hmwk due W 11/6 at 11pm
W	12/6	Final Review		
Day	Date	Exam Time	Comprehensive Final	
W	12/13	7:30 – 9:30 A.M.	Emphasis Ch 11, 12, 3 Part 2, Appendix C	