



Accounting 1 Syllabus

Accounting 1 is a year long course. After completing this accounting course you will be able to perform and explain accounting concepts for a sole proprietorship and corporation. First semester we will complete Chapters 1-9 followed by a packet or Reinforcement Problem, which will be the first semester final. First semester will focus only on a sole proprietorship. The student will be introduced to careers in accounting and able to describe a sole proprietorship and changes that affect owner's equity (August). The student will be able to analyze transactions into debit and credit parts and then proceed to journalize and post these transactions to a General Ledger (September-October). The student will then learn to write and deposit checks and balance a checking account (October). The student will prepare end-of-fiscal-period financial reports (November- December). The last two weeks of December will be devoted to the semester final.

Second semester we will complete chapters 10-16 which will focus on accounting for a merchandising business organized as a corporation. Our 2nd semester final will be a packet or Reinforcement Problem.

Each chapter contains problems to complete as we go through the material. These problems are called Work Together and On Your Own problems. We will work through these together in class. At the end of the chapter you will complete Application Problems which cover the material in the chapter, Mastery Problems which show that you have mastered the material, and possibly some Challenge Problems, if time allows, which test you to apply what you have learned to new situations. Each chapter will also include a study guide that may or may not be graded and then a test over the chapter. The majority of assignments will be completed in class. If you use your class time wisely, you should have very little homework. It is preferred that assignments be handed in as you complete them. However, all assignments for a chapter are due the day of the test over that chapter. Assignments handed in after that date will receive a 15% reduction in grade for each school day past the test date.

Depending upon time, I may include additional reinforcement problems. These problems include all of the accounting practices we have covered to that point in time. I will sometimes assign them when we return second semester (if I did not use it as a first semester final), as it is a good way to review what we covered first semester. The point in time in which I assign reinforcement problems will vary year to year, depending upon the class.

Books - You will receive a hard-cover accounting book and a workbook. If you lose either of these books, you will be required to purchase a new one in order to continue in class.

Requirements - If you fail the first semester, you will not be able to stay in this class second semester.

Cheating - In accounting, you have to do a lot of adding. If you have the incorrect figures but the correct answers, it will be an automatic 30% off your grade.

You must supply a calculator, a pencil (preferably mechanical - anything completed in ink will be a zero), and a ruler or straight-edge.

Grading

Application Problems	20%
Mastery Problems/Challenge Problems	30%
Study Guides	10%
Tests	40%

You will not be permitted to leave the room without your planner. If you have an excused absence, you will be allowed two days for each day you missed to make up the work. You will need to get your missed assignments before or after school from the teacher the day you return. No drink or food in the classroom!

Rules of the room – Everyone will be treated with respect and kindness. If you have something bad to say about someone, don't say anything at all. The old rule applies – “Treat someone as you would want them to treat you”. Continual disregard for this rule will constitute a Webss referral.

Restroom – The only time you will be allowed to use the restroom is if we are working on problems. If we are going over the chapter, you may have to wait until the end of class before you will be allowed to leave.

You can contact me at school 443-4332 ext. 3215 or at home 443-4682 or by e-mail: bshanaha@esu2.org.