EMPORIA STATE UNIVERSITY  
SCHOOL OF BUSINESS  
Department of Accounting and Information Systems  
Course Syllabus - Spring 2012  

The School of Business prepares a diverse student body for successful careers by offering high-quality professional business programs in a student-centered learning environment. As a teaching institution enriched by management practice-related and pedagogical scholarship and service, the School primarily serves undergraduate students while offering strategically-focused graduate programs.

COURSE NUMBER AND TITLE: AC 223 - Financial Accounting  
CLASS MEETING TIME: MWF 11:00 – 11:50, Cremer 318  
PREREQUISITES: none – recommended you have taken college algebra  
INSTRUCTORS and OFFICE: Dr. M. George Durler, Cremer 109  
OFFICE HOURS: MWF 9:30 - 11:00  
MW 2:00 - 3:00  
TR 11:00 - 11:30  
and by appointment (see Dr. Durler's schedule on his web page)  
CONTACT NUMBERS AND ADDRESSES:  
Office: 341-5476  
e-mail: mdurler@emporia.edu  
web page: www.emporia.edu/~mdurler  
Fax: 341-6346, Department office: 341-5346  
SUPPLEMENTAL MATERIALS: Resources from publisher's Web site and the Connect Plus web site. Material and class communications supplied through ESU's Blackboard Internet Website. All students are required to access their Blackboard account daily and keep their profiles current.  
COURSE DESCRIPTION: Financial Accounting provides an introduction to financial accounting concepts with emphasis on financial statements, their components and their interrelationships. Accounting for corporations, non-corporate organizations, and financial statement analysis are introduced. Emphasis is on analysis and decision-making.  
COURSE OBJECTIVES:  
1. To determine the effects of events and transactions on assets, liabilities, equity, revenue, and expenses in accordance with Generally Accepted Accounting Principles (GAAP).*  
2. To prepare the basic financial statements.  
3. To present the basic tools used to analyze operating results, financial position, and cash flow.#  
4. Possess the ability to utilize current business technology in making and communicating business decisions.#  
5. Possess knowledge and skills appropriate to the field of business in core areas.*  
6. To develop an awareness of business ethics and social responsibility.  
7. Develop and apply analytical abilities and critical thinking skills to business decisions.†  
8. To develop an understanding of the legal and regulatory issues of accounting information.#  
* - stated objective or significant learning experience of School of Business core curriculum for this course  
† - stated significant learning experience of School of Business core curriculum for this course.  
# - stated moderate learning experience of School of Business core curriculum for this course.
Business majors should note that a 2.35 GPA in core curriculum courses is required to graduate. AC 223 is a core course and material from this course is included on the Major Field Test all seniors are required to take and pass to graduate.

COURSE EVALUATION PROCESS: Assessment of your comprehension of the course material will be determined from a combination of exams, papers, and homework assignments. Distribution of possible points for your grade is as follows:

**Grading:**

<table>
<thead>
<tr>
<th>Grading</th>
<th>Points</th>
<th>%</th>
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<tbody>
<tr>
<td>Three examinations @ 100 points each</td>
<td>300</td>
<td>51.6%</td>
</tr>
<tr>
<td>Final (will be combination of new and previously tested material)</td>
<td>100</td>
<td>14.2%</td>
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<tr>
<td>Chapter Exercises up to 110 points</td>
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<td></td>
</tr>
<tr>
<td>Chapter Problem assignments up to 165 points</td>
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<td>21.3%</td>
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<tr>
<td>Annual Report Project up to 100 points</td>
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<td>12.9%</td>
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</tbody>
</table>

Total possible points: 775 points 100.0%

**Grade distribution:**

- A 90% - 100%
- B 80% - 89%
- C 70% - 79%
- D 60% - 69%
- F Below 60%

It is the policy of the School of Business that the plus/minus grade system is **not** used.

**Examinations:** Four examinations, including the Final, will be held during the semester. Examinations will be a combination of multiple choice, problem solving, and short essays. The Final exam will be a combination of new material and previously tested material (semi-comprehensive). Students missing an exam for official University functions must provide confirmation of their involvement in the function prior to the date of the exam. Makeup exams for those individuals and those missing the exam due to legitimate emergencies (definition of an emergency is at the discretion of the instructor and may require documentation) will be at a time determined by the instructor. Failure to arrange for a makeup exam in a timely manner (to be taken within a week when possible) will result in a penalty in points. No averaging of remaining exam scores will be allowed. Seating may be assigned or students may be requested to re-seat themselves before or during an exam. This should not be construed as an accusation that cheating has occurred. **Calculators will be provided by the department to be used for exams. Do NOT bring your own calculators. No other exam aids and NO electronic devices of any kind (that includes your cell phones and iPods) are allowed.**

**Chapter Exercises:** All chapter exercises are included in the McGraw/Hill Connect Plus web site for each chapter. They are intended for you to use as study material. To encourage this use, students will be expected to complete at least 50% of the available points for the exercises in a chapter. Your score will consist of the points earned on the practice problems divided by 50% of the total points possible for the practice problems to obtain a percentage. That percentage will then be multiplied by 10 to determine your score out of a maximum of 10 points possible for each chapter. Only the top eleven scores will be used to determine your course grade. Many exercises will also be used in class to illustrate concepts. This percentage may be changed.

**Chapter Problem Assignments:** Chapter problem assignments will be submitted through the McGraw/Hill Connect Plus web site provided by the publisher. An algorithmic process is used so each student has a different set of numbers for a problem. Each chapter has one or two specific problems assigned on the assignment schedule provided separately. Your score earned on the McGraw-Hill Connect site will be divided by the total points possible (per MH-Connect) and multiplied by 15 to determine your score. Only your top eleven scores for the thirteen chapters will be used to determine your course grades.
Annual Report Project: Each student is required to obtain an annual financial report for one of the real companies selected by the course instructor and available under Assignments on Blackboard. You will be assigned several questions pertaining to the company's annual report related to several chapters’ content to address in narrative form from the material in your company’s annual report. Four such assignments will be assigned during the semester. Your answers will submitted in a word-processed document using the template provided. Your answers should include a repeat of the question. The due date for each group of questions will be determined and communicated to the class by the instructor but is typically the class date after each exam. If a particular question is not relevant, you must indicate so in your narrative. You must identify your company in each of your submitted narratives. This project is the equivalent of an exam, failure to do the project will significantly harm your grade in the course.

OTHER:
E-MAIL TO THE INSTRUCTOR: All e-mail addressed to the instructor in this course, MUST have a subject line which begins with “AC 223” without the quotes. (That is AC space 223.) This is to route the message to the appropriate mailbox. Failure to do this will result in a significant delay in replying to your message and/or no reply at all. Faculty receive hundreds of e-mail messages a day and routing to the appropriate mailbox is necessary to avoid mistaken your message for SPAM or having it lost in the main mailbox. Messages from gmail, hotmail, and yahoo are typically treated as SPAM by our mail system filters, therefore you should use your ESU account to send e-mail related to the course.

ATTENDANCE POLICY: Attendance in the class is your responsibility as roll will not be taken each class meeting, however you are strongly encouraged to attend each session. Your absence will be noticed as your contribution to the class improves the quality of the subject matter for yourself, your fellow students and the instructor. Attendance also has an indirect “cause and effect” relationship with grades. Excessive absences may be considered in assigning a final grade. Job related absences are not valid reasons for missing exams, or failing to complete assignments. The instructor reserves the right to administratively remove a student for absences from class, disruptive behavior, lack of prerequisites, or academic dishonesty per University policy (see University Policy Manual 4E.13)

ACADEMIC DISHONESTY: Academic dishonesty, a basis for disciplinary action, includes but is not limited to activities such as cheating and plagiarism (presenting as one’s own the intellectual or creative accomplishments of another without giving credit to the source or sources).

The faculty member in whose course or under whose tutelage an act of academic dishonesty occurs has the option of failing the student for the academic hours in question, or for any components or requirements for that course. Departments, schools, and colleges may have provisions for more severe penalties. Emporia State University may impose penalties for academic dishonesty up to and including expulsion from the student's major or from the University. In addition, acts of academic dishonesty shall be grounds to deny admission to a department or program.

In addition to the penalties above, the faculty member shall notify in writing his/her department chair and the registrar of the infraction. The department chair shall forward a report of the infraction to the Provost and Vice President for Academic Affairs and Student Life. The registrar shall block the student from withdrawing from the course to avoid the penalties that result from the infraction (Emphasis added). The Provost and Vice President for Academic Affairs and Student Life shall act as the record keeper for student academic infractions. The Provost and Vice President for Academic Affairs and Student Life will notify the student in writing that an infraction has been reported and inform the student of the right to appeal and of the appropriate appeal procedures. The Provost and Vice President for Academic Affairs and Student Life shall notify the student, the department chair, and the faculty member who initiated the proceedings, of any additional action taken beyond those already imposed by the faculty member. Should a single infraction
be so egregious, or should a student have a record of multiple infractions, the Provost and Vice President for Academic Affairs and Student Life may impose additional penalties, including expulsion of the student from the University.

The student has the right to appeal the charge of academic dishonesty (see the section entitled “Student Conduct” in the University Policy Manual). If after an appeal it is found that the student did not commit an act of academic dishonesty, no penalties will be imposed on the student.

A chair of a department or director of a program may request from the Provost and Vice President for Academic Affairs and Student Life a list of all currently enrolled ESU students within that major or program who have committed acts of academic dishonesty. This request may be a standing request to be filled automatically during each semester until the request is rescinded by the chair or director. In addition, a chair of a department or director of a program may submit to the office of the Provost and Vice President for Academic Affairs and Student Life a list of applicants to a program or major and the chair or director may be informed if any of the applicants has committed any acts of academic dishonesty.

Prior to the beginning of the next academic year, the office of the Provost and Vice President for Academic Affairs and Student Life shall send to the Chair of the Academic Affairs Committee of the Faculty Senate a list containing nonspecific student identifiers, such as Student 1, Student 2, etc., their specific academic infraction(s) reported to the Provost’s office, the total number of infractions that have been reported for each student, and any actions taken by the Provost and Vice President for Academic Affairs and Student Life.

(3D.0701 ACADEMIC DISHONESTY POLICY)

Cheating and plagiarism will not be tolerated. Any assignment with a significant quantity of "cut and paste" from sources will be considered an incidence of plagiarism. Repeatedly submitting assignments consisting of "cut and paste" work will be considered cheating and reported for University discipline. Submissions are expected to reflect YOUR understanding of the material, not your ability to copy from the authors or other sources. Using ANY source except the textbook for answers and not referencing the source as a citation will also be considered plagiarism and cheating. You are encouraged to share your knowledge and experience with your fellow students, however the final product of exams and assessments are meant to be individual efforts and those that are not may be punished by failure (score of zero) on that assignment and referral to the appropriate University offices. Do NOT work together to complete an assignment. Once you have completed it, then you may compare your results with another student if desired.

DISABLED STUDENT POLICY: Please contact the instructor immediately if (1) you have or think you have a disability or medical condition which may affect your performance, attendance, or grades in this class and for which you wish to discuss accommodations of class related activities or schedules, (2) you may require medical attention during class, or (3) you may need special emergency evacuation preparations of procedures.

Emporia State University will make reasonable accommodations for persons with documented disabilities. Students need to contact the Director of Disability Services and the professor as early in the semester as possible to ensure that classroom and academic accommodations are implemented in a timely fashion. All communication between students, the Office of Disability Services, and the professor will be strictly confidential. Contact the Office of Disability Services and Non-Traditional Student Programs at 211 S. Morse Hall in person or at 620/341-6637 Voice, 620/341-6646 TTY, or via e-mail disabser@emporia.edu. Accommodations are provided on an individualized, as-needed basis after needs and circumstances have been evaluated.

OFFICE HOURS POLICY and PHONE CALLS: In general, Dr. Durler has an open door policy, if he is in his office he is usually willing to visit with you. During office hours he will usually set aside other work to
talk to you. However, outside of office hours he may occasionally ask you to come back later. Occasionally, it may be necessary to cancel office hours due to meetings or other obligations. He will try to notify the class ahead of time and/or leave a note on our doors at those times but this is not always possible.

Due to the cost involved for the department, it is not desirable to return phone calls outside of the local calling area. It would be appreciated if you don’t ask to return a call to your cell phone if it doesn’t have a local Emporia number. Provide a local number where you can be reached if possible. If it is an emergency, please provide that information in your message so an exception can be made. An alternative means of communicating is by e-mail.

**POSTING OF GRADES:** I do NOT post grades. Blackboard has a feature for tracking your grades. However not all of the assessment in the course may be done through Blackboard, therefore your gradesheet in Blackboard may be incomplete. Periodically students will be provided information regarding their status in class. Per University policy, (3H.03 INFORMATION TECHNOLOGY USAGE) I can not send you grade information by e-mail or phone due to privacy concerns unless encrypted and at this time no acceptable encryption is available. No one else may obtain your scores without prior written permission from you and the approval of the instructor (this is the law).

**CELL PHONES AND TEXTING:** I do not require you to turn off your cell phones during class but it is expected you will set it to either silent or vibrate. The rest of the class does not care to hear your special song used as a ring-tone and it disrupts the class. **Texting is NOT ALLOWED at anytime** during class and anyone texting then will have their cell phone confiscated until the end of the period. Don't think you can hide this activity. Many students have found out otherwise in my courses.

**DISCUSSION BOARD:** A discussion board forum for complaints, comments, and suggestions for this course is available on Blackboard. So that you feel free to post there, Dr. Durler will not respond to a posting unless the person making the post requests a response. However, Dr. Durler does "subscribe" to the forum so you can be assured any post is read. This forum is available so you can make comments and suggestions during the semester, when modifications can still be made, instead of with the course evaluation when it is too late to make changes. I encourage you to post on this forum and you may do so anonymously if desired.

There is another Blackboard forum where you may post questions about completing assignments or questions about the course material. Dr. Durler will respond to postings in this forum and students are also encouraged to reply if you can help a fellow student without just giving them an answer.

**WITHDRAWAL POLICY:** The instructor reserves the option to initiate a student withdrawal for student's absences from class, disruptive behavior, lack of prerequisites, or academic dishonesty. (4E.13 FACULTY INITIATED STUDENT WITHDRAWAL policy) Students who decide to withdraw and receive an automatic "W" must complete the formal withdrawal procedure by Wednesday March 28, 2012. After that date, a student may not withdraw from the class nor may the instructor assign a "W".

**COURSE TOPICS AND EXTENT OF COVERAGE:** A tentative schedule of readings and assignments is distributed separately. This schedule may (most likely will) change depending on class discussions, student comprehension of the material and review by the instructors. It is the student's responsibility to read the chapter before we discuss the chapter in class. We will cover roughly a chapter each week.