

		Anderson Schools of Management Accounting Department Revised 12/23/2016
<i>COURSE SYLLABUS Check LMS for most current!</i>		
MGMT 202 – Principles of Financial Accounting		
Spring 2017		
Section 002, CRN 30318, M W 11:00-12:15, GSM 128		
Instructor Information		
202 Coordinator:	Robert J. Tepper	
E-Mail:	rjtepper@unm.edu When using email, please indicate in the subject line MGMT 202—the coordinator and your instructor teach multiple courses with different policies.	
Phone:	505-277-5413	
Office:	GSM 311	
Office Hours:	M W, 3:15-3:50 pm; 6:45-7:45 pm, and by appointment.	
Your Instructor	Angela Ekofo	
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Office Hours:	After class and by appointment.	

Course Description

This course examines the conceptual framework of accounting and the functions of accounting in a business-oriented society. Topics include valuation theory and its application to assets and liabilities, concepts of business income, funds-flow analysis and problems of financial reporting and analysis.

Learning Goals and Objectives

Upon completion of this course, you should

1. Understand the difference between cash and accrual accounting.

--Students will be able to identify, measure, and analyze corporate earnings from both a cash flow and an accrual perspective.

--Students will be able to define and apply principles, assumptions, and constraints which influence U.S. GAAP.

--Students will be able to articulate how accrual accounting implements the realization and expense recognition principles.

2. Understand the interrelationship of the four basic financial statements and prepare them after recording business transactions and adjustments.

--Students will be able to identify and measure assets, liabilities and the components of shareholders' equity and their related accounts (cash, inventory, receivables, operational assets, current and long term liabilities, capital stock and retained earnings) including proper placement on the financial statements.

--Students will be able to perform the steps in the accounting cycle, including adjusting and closing entries, and differentiate between changes in the accounts and resulting balances.

--Students will be able to prepare a multi-step income statement, classified balance sheet, statement of retained earnings, and a statement of cash flows.

3. Be able to explain how business transactions involving the various accounts affect the four basic financial statements.

--Students will be able to understand and communicate the effects of business transactions on the financial statements and key ratios including the current ratio, debt/total assets ratio, and profit margin ratio. They will be able to prepare a memo comparing and contrasting the balance sheets of two companies given specified performance measures including liquidity and solvency.

Texts & Calculator

Required: *Financial Accounting: Tools for Business Decision Making, 8e* Kimmel, Weygandt and Kieso, John Wiley & Sons, Inc. Publishers. We are using the Eighth edition.

A new text from the campus bookstore will come bundled with an access code for WileyPlus. If you purchased a text without the access code, you will need to obtain one (we recommend purchasing the code from the bookstore as sometimes the codes are defective and must be returned).

You are required to have a calculator for the midterm exams, the final and the SCF quiz over chapter 12. You may not use cellphones or laptop computers for this purpose. Also, please remember to bring photo ID (first exam), and 2 lead pencils with erasers to the exams. Please do the exams in pencil.

Other Resources

We will be using UNM's learning management system (LMS) (currently UNM Learn, a Bb Learn product) to assist with checking your progress on quizzes and for supplemental materials. We will be using WileyPlus for electronically-graded homework (E-HW) and publisher-provided materials.

Please get acquainted with the WileyPlus site; there are many great resources available in the "Read, Study, Practice" including tutorials, flashcards, crossword puzzles for terminology and the like. To get started with WileyPlus, follow the directions on the tutorial www.wileyplus.com/register. The course URL for WileyPlus is available in the LMS.

Between the LMS and WileyPlus, there are abundant resources available, including the solutions manual by chapter. Be careful of depending on the solutions manual too heavily; persons who only copy the solutions and fail to work the exercises and problems often perform poorly in the class. The Learning Objectives handout available on the LMS contains a chapter-by-chapter list of objectives, our expectations for the proficiency you should obtain regarding each objective, and which exercises and problems pertain to each objective. This handout should serve as a study guide and review sheet for each midterm exam. Prior exams are also available on the LMS.

Text website, <http://bcs.wiley.com/he-bcs/Books?action=index&itemId=1118953908&bcsId=9831> includes many of the resources available in the LMS and WileyPlus.

On reserve at Parish Library: a copy of the textbook for temporary use. Check the on-line catalog under the name TEPPER or the course number MGMT 202.

You are welcome at the office hours of any instructor teaching MGMT 202 this semester. Any problems should be brought to the attention of your instructor first. Please do not wait until the end of the semester to tell us about something that we could have tried to remedy earlier in the semester. The MGMT 202 Coordinator is available as above by e-mail and office hours. Free tutoring services are available to MGMT 202 students at certain times. [Beta Alpha Psi](#), the financial information honor society, has an accounting lab, staffed by unpaid student volunteers. More information will be available about this (including location) after the first or second week of classes. [CAPS](#), in Zimmerman Library, also has tutoring services available in person and online. Online tutoring can be accessed at <http://caps.unm.edu/programs/online-tutoring/>

Instructor Expectations

We are committed to help you successfully complete the class, however, you must do your part which includes reading the material in advance and completing the brief exercises, exercises, do-it exercises and problems

(collectively referred to as “problems”) indicated on the course outline. In addition to completing the non-E HW (some of which we will cover in class), you also must complete the E Quizzes on the LMS and E HW in WileyPlus. Class is designed to apply the principles in the book to solving problems—it not a repeat of the book—please read the material in advance so you will know what is going on.

Course Expectations

Students should expect to spend at least 10-12 hours per week outside of class on this course. This includes reading the textbook, viewing electronic course content, completing homework, taking quizzes and reviewing the learning objectives. Not scheduling **regular and sufficient** time each week to work on the class (reading and working on the problems) may result in falling behind, not receiving a passing grade (C or better), or not completing the class. Like a math class, the more problems that you work, the more comfortable you will become with the material.

All announcements/changes/due dates will be posted on the LMS (either in the Announcements or Calendar areas, or both): It is the student’s responsibility to check for communications and changes to the course.

Midterm exams and SCF Quiz: Three closed-book midterm exams will be given in class. We count them all. The midterm exams will be a mixture of objective, i.e. matching and/or multiple choice questions and problems. Specific exam dates are noted on course schedule. A picture ID is required for the first exam. (Also remember to bring a simple calculator and 2 pencils with erasers). ***Please do the exams in pencil. No make-up exams will be given for any reason.*** If you miss a (one) midterm exam, we will double weight the final. And you will have to understand the material covered on the midterm you miss, as the final is cumulative and will cover it. You cannot miss more than one midterm. We may ask that you sit in a specific seat for an exam, and we sometimes move students during an exam (do not be alarmed if you are asked to move)—we appreciate your cooperation.

There will also be the SCF Quiz over chapter 12. It is worth 20 points, so you need to take it. Please see your instructor in advance in the event you cannot attend the day it is given and he or she will make arrangements for administering a make-up SCF quiz. **Please note that this does not apply to the midterm exams.**

Final exam: The final is required for all students.

Please note: all students will take at least two midterm exams and the final to complete MGMT 202—there are no exceptions to this policy.

When is the final? The final exam is scheduled for Wednesday, May 10, 2017 from 5:30-7:30 pm. If you have a conflict, please see your instructor.

Homework: You need to **all** do the homework in this class (BOTH THE NON-E HW assigned for class AND THE E HW). To be sure that you are, five E problems from each chapter must be worked—these items are marked on the schedule and available in WileyPlus. The first set of homework is identified as “C1 EHW.” We recommend that you print out the problems for each assignment, work them and then return to complete your answers. Some of the E problems are slightly different than the corresponding problems in the book (the numbers)—that’s intentional so don’t worry about it. All E HW is now available **and is due in accordance with the E Quiz/ E HW Schedule below.** You may try the E HW as many times as you like, provided it is before the deadline (see the section below for advice about starting early). The grades for the E HW will be accumulated in the WileyPlus gradebook and transferred to My Grades in the LMS later.

Why isn’t all the homework available in E format? We think it is important that you be able to set up exercises and problems and work them to succeed on the exams.

Note: You are required to hold onto any hard copy items such as exams or in-class exercises submitted in class and then returned. If there is a dispute about your grade, you must have the submission to present to the instructor.

E Quiz/E HW Schedule: All E quizzes will be taken on the LMS and several homework problems from each chapter must be submitted in WileyPlus. E Quizzes are located in the Assessments area of the LMS. Students should complete all E Quizzes and E HW with chapter 1 as follows:

Chapter	Last Day / 2017	Ends
Chapter 1 E Quiz/E HW	T, February 7	11:00 pm
Chapter 2 E Quiz/E HW	T, February 7	11:00 pm
Chapter 3 E Quiz/E HW	T, February 14	11:00 pm
Chapter 4 E Quiz/E HW	Mon. February 20	11:00 am
Chapter 5 E Quiz/E HW	T, March 7	11:00 pm
Chapter 6 E Quiz/E HW	T, March 14	11:00 pm
Chapter 8 E Quiz/E HW	T, March 21	11:00 pm
Chapter 9 E Quiz/E HW	T, April 4	11:00 pm
Chapter 10 E Quiz/E HW	T, April 11	11:00 pm
Chapter 11 E Quiz/E HW	T, April 18	11:00 pm
Chapter 12 E Quiz/E HW	Mon., May 1	11:00 am

The Chapter 1 E Quiz and E HW are now available for completion by 11:00 pm February 7. All E Quizzes are now available in the Assessments area of the LMS together with the dates/times of availability. Please note that two of the quizzes and homework sets (chapter 1 & 2) have the same deadline. You may take the E Quiz as many times as you wish consistent with the above deadlines. Each E Quiz is worth a maximum of 5 points. You should take the E Quizzes at least five times so as to cover all of the chapter learning objectives. You are responsible for completing the E Quizzes on time, even if we get slightly behind. Please note that many of the E Quizzes have due dates spaced one week (or less) apart, so YOU REALLY NEED TO KEEP ON TOP OF IT. Absolutely no extensions of time will be granted for individual students (i.e., do not wait until the last minute to take your quiz (or complete the E Homework) as computer crashes, LMS and WileyPlus unavailability sometimes do occur--start well in advance of the deadlines).

In-Class Exercises (ICES): This semester we will have 5 ICES. They will be brought to class by your instructor. These are unannounced and there are no makeups. They are designed for collaborative learning so you must be present. Your top five scores will count.

An important note about quizzes, homework and ICES. Every semester we run into students who receive a D or F in the class having passed the exams (the exams are probably the best measure of whether you understand the material), but not completing the E Quizzes and/or, E Homework assignments, or ICES. These points are essential to pass the class.

Computer Requirements

There are some minimum hardware and software requirements to complete the course. Students will need access to Microsoft Word, EXCEL, PowerPoint and Acrobat Reader for this course.

1. **NOTE:** For **all browsers**, current Java and cookies must be enabled. **Pop-up blockers MUST BE** turned OFF.

Technical Support

If you are having technical problems with the LMS (UNM Learn), you can contact free technical support through one of the following ways:

- Phone: (505) 277-0857, option 2
- Email: learn@unm.edu
- Web: Learn Help for Students: <https://unm-student.custhelp.com/> and then click on UNM Learn.

You must have a UNM Net ID to access Bb Learn. More information on obtaining one can be found at <https://netid.unm.edu/> Any course content related questions should be directed to the instructor. Please refer to instructor contact [contact](#) information from above.

Course Policies

Academic Integrity: Anderson School of Management faculty, staff, and students commit to values of trust, honesty, and accountability. We will not tolerate academic dishonesty. Cheating is expressly forbidden. Cheating includes copying from the homework, quizzes, exams or files of other students, copying from the solutions manual and turning the result in for credit, use of unauthorized material during exams (we and the proctors watch carefully for this), allowing others to complete homework or quizzes for you, or any other form of academic dishonesty. It also includes failing to report or allowing other students to cheat, and marking absent students as present if roll is taken. Any violation of the Anderson Academic Honesty Code of Conduct or the Student Code of Conduct will be taken very seriously and appropriate sanctions will be applied. Please refer to [ASM Academic Honesty Code](#), the Catalog, [UNM Catalog 2016-2017](#), and the [UNM Pathfinder Student Code of Conduct § 2.4](#) as amplified by the [Campus Policy](#) for additional information. Cheating may result in an “F” for the entire course.

Access to Education: Qualified students with disabilities needing appropriate academic adjustments should contact the instructor as soon as possible, preferably in the **first week of class** to ensure your needs are met in a timely manner. For information on assistive technology available for student use and additional information on services available through the [Accessibility Resource Center](#).

Students are expected to attend classes and to arrive on time. Attendance may be taken. Once you arrive, you should plan to stay until the class ends (unless you have made advance arrangements with the instructor for an early departure). We find it extremely disruptive to have students coming and going during the class period. Additionally, while we understand that you may want to visit with your fellow students, please do this before or after class—we will not “talk over” students. Finally, please turn off any audible ringer on your cellphone—we will deduct points if these go off in class.

Audit and Changes in Grade Mode: A student may register for a course as an auditor, if permission of the instructor is obtained. A student has the **first four weeks** of the semester to change a course to audit status. No changes in audit status will be processed after the fourth week of class. Students are charged the normal tuition rate for auditing a course. The catalog provides: A grade of "C" or better is required in all pre-admission course work [for the Anderson School]. To the extent you are seeking admission to the business school, change of grade mode to "CR/NC" is discouraged.

Challenges to the Grading: Must be made in writing within one week from when the exam or other item (such as HW or an ICE) is returned in class or within one week from the last day of E HW or E Quiz availability. For exams and other items, the one week begins to run when the exam is distributed to the class, even if you are absent. Please indicate in writing on the front page of your exam what you are challenging and submit to your instructor. The MGMT 202 Coordinator resolves all substantive exam challenges that affect multiple sections.

Copyright: All materials in this course fall under copyright laws and should not be downloaded, distributed, or used by students for any purposes outside of this course.

Courtesy: Freedom of speech and expression are fundamental values of a university. At the same time, students have a right to a learning environment free of disruptive behaviors in the classroom. UNM policies, including the [Student Code of Conduct](#), fully apply to this class. Faculty have a right and responsibility to inform students of behavior expectations in the classroom and to manage disruptive student behavior when it occurs. See [Faculty Handbook D75](#). Though no list of expectations or disruptive behavior can be exhaustive, you are expected to be respectful of faculty and one another, and engaged in the educational process. The following behaviors are not allowed in the classroom:

- Capturing the entire class on video without permission. You cannot film the class without permission. You may take a photo of solutions and anything else presented on the screen, but please do it in a manner that is not distracting.
- Entering or exiting the classroom while class is in session in a manner which disturbs the class. If you must enter or exit the class while it is in session, please do so unobtrusively and quietly.
- Coming to class impaired by unlawful substances or alcohol.
- Talking over other students or the instructor during a lecture when it is not your turn.
- Using electronic devices in a manner that is distracting to other students or the instructor. We ask that you come to class and focus on what is going on, rather than being distracted by a phone, texting, or surfing the web. You can bring electronic devices to class because they may assist you in completing the various tasks (such as looking at the problems we are working) and allow others to contact you in case of an urgent need, but please use discretion.
- Engaging in any behavior that compromises the safety of others.

Should such behavior occur, the instructor first considers student safety and will act; then he or she may seek to counsel the student and/or pursue other UNM remedies with the objectives of eliminating such behavior and preserving the learning environment.

Discussion: Studying or discussing course assignments and materials with other class members, is **highly encouraged**. Your exams and other submissions must be your own work, however.

Inclement Weather Policy: On days when weather is bad, please listen to local media or check <http://www.unm.edu> to see if UNM will be operating on a delayed schedule or will be closed. A delay means that:

- classes and labs normally scheduled to begin and end before the time specified in the delay announcement will not be held;
- classes and labs normally scheduled to be in progress at the time specified in the delay announcement will begin at the delayed start time and end at their normally scheduled time; and
- classes and labs normally scheduled to begin at or after the time specified in the delay announcement will meet as usual.

A closure means that UNM will not be opened for the day, or will be closed before the end of the regular work day.

In the event of a delay or closure of UNM **affecting our class**, you will be notified through a LMS announcement on the class site and/or via e-mail to your UNM account of any rescheduling. For more information about UNM's inclement weather policy, see <http://policy.unm.edu/university-policies/3000/3435.html>

Incompletes, Drops, and Withdrawals: Your instructor gives an **incomplete** only under extreme circumstances—when due to circumstances beyond the student’s control a small amount of work remains. An **incomplete** is not a means by which to retake the course. If you are running into problems with the course, please contact your instructor as early as possible so you do not fall behind. If you need to **withdraw** from school or **drop** the course, please do it in a timely manner and notify your instructor via email. You should consider withdrawing after the first exam if you do not receive a 65% (48.75/75). It is the **student’s responsibility** to initiate drops or withdrawals from this class and to make sure they are properly processed. Instructors issue Ws for all withdrawals, noting the last date of attendance.

This course falls under all UNM policies for the last day to drop courses, etc. Please see the [UNM academic calendar](#) for course dates, the last day to drop courses without penalty, and for financial disenrollment dates.

Privacy and LMS Tracking Notice: The LMS automatically record all students’ activities, including your first and last access to the course, the tools and content you have accessed, including quiz activity. This data may be accessed by the instructor or by UNM consultants.

Social Media: You may want to follow the Accounting Department Twitter account at @unm_asm_acctg as a means of staying current in the field and learning about events and job information. Students will also have the opportunity to ask questions regarding the accounting industry, employer expectations, share their expertise, and celebrate achievements in the field. Following the Accounting Department is not mandatory and students who choose to interact via this forum should exercise the usual caution reserved for social media.

Title IX: In an effort to meet obligations under Title IX, UNM faculty, Teaching Assistants, and Graduate Assistants are considered “responsible employees” by the Department of Education (see pg 15 - <http://www2.ed.gov/about/offices/list/ocr/docs/qa-201404-title-ix.pdf>). This designation requires that any report of gender discrimination which includes sexual harassment, sexual misconduct and sexual violence made to a faculty member, TA, or GA must be reported to the Title IX Coordinator at the Office of Equal Opportunity (oeo.unm.edu). For more information on the campus policy regarding sexual misconduct, see: <https://policy.unm.edu/university-policies/2000/2740.html>

Tutoring and outside assistance: Although your instructor is happy to assist you and answer your specific questions outside of class during office hours and by email, your instructor does not provide tutoring services (ongoing one-on-one or small-group academic assistance outside of class) as part of your enrollment in this course. In some undergraduate classes, you may be able to obtain the assistance of other students, e.g., CAPS tutors, BAP Accounting Lab volunteers, graduate assistant during his office hours. In the end, however, if you need regular, individual tutoring services, you will have to arrange for these services with your own resources. Exams and assignments cannot be delayed on the basis that a tutor was unavailable.

Assessment and Grading

Grades will be based on total points earned (out of 470 possible) in the course. The components of your grade will be as follows:

3 midterm exams at 75 points each– all count	225
Final exam (required)	75
E Homework on WileyPlus (11 available, 55)	55
E Quizzes on LMS (UNM Learn (11 available, 55)	55
5 In-Class Exercises (ICEs) (top 4 count)	40
SCF Quiz	20
Total possible points	470

The grading scale will be as follows (we award grades by points):

Grade	% of total	Break
A+	98-100	460.6
A	93-97.99	437.1
A-	90-92.99	423
B+	88-89.99	413.6
B	83-87.99	390.1
B-	80-82.99	376
C+	78-79.99	366.6
C	70-77.99	329
D	60-69.99	282
F	0-59.99	0

Course Evaluation

You will be notified of a course evaluation by email at the end of the semester. Please complete it. This evaluation is anonymous and the results will not be shared with the instructor until the next semester. You will receive extra points for completing it.

Schedule

The following pages contain a tentative listing of the assignments for the class. If you are absent from class, you are responsible to find out about any changes to the schedule.

The Learning Objectives column indicates the reading for each chapter. Learning Objectives are found at the start of each chapter, and are also listed throughout the chapters. The expected level of proficiency for each learning objective and the applicable problems may be found in the Learning Objectives handout on the LMS.

There are different types of homework problems at the end of each chapter. The schedule abbreviates references to these types as follows:

Q	Questions
BE	Brief Exercises
DI	Do It! Review
E	Exercises
P	Problems [note that there are two sets of problems—set A and set B; get the right one]
BYP	Broadening Your Perspective
IFRS	International Financial Reporting Standards Problems

MGMT 202-Spring 2017-Schedule (subject to change) Items in **red bold** generally will not be worked in class.

Date	Chapter	Learning Objectives	Class Assignments	E HW	Notes	You Should Have Completed
1/17-19	Ch. 1 Introduction to Financial Statements	1-3	BE1,2,3,4,5,6,8,9 DI 3a	E3,4,9,16, P3A		
1/23-24	Ch. 1 cont'd		E1,6,10,12,14; P3A			
1/25-26	Ch. 2 A Further Look at Financial Statements	1-3	BE1,4,6,10; DI 1b,3	BE1-9 E1,5,8, P3A		
1/30-1/31	Ch. 2 cont'd		E12,13; review			
2/1-2	Ch. 3 The Accounting Information System	1-5	BE1,4,6,7,9,10,11,12	E6,12, P4A,5A		
2/6-7	Ch. 3 cont'd		E11,16,20			Ch. 1 & 2 EQ/E HW by 2/7, at 11:00 pm
2/8-9	Ch. 4 Accrual Accounting Concepts	1-4	BE2,3,4,5,6,7,8,14	E3,9,11,12, P4A		
2/13-14	Ch. 4 cont'd		E1,2,5,7,21; DI 1			Ch. 3 EQ/E HW by 2/14 at 11:00 pm
2/15-16	Wrap up Ch. 4 & Review for exam					
2/20-21	Exam 1, Chapters 1,2,3,4					Ch. 4 EQ/E HW by Mon. 2/20 at 11:00 am
2/22-23	Ch. 5 Merchandising Operations and the Multiple- Step Income Statement	1-6	BE2,3,4,8,9,10	E3,7,8,11; DI5		

Date	Chapter	Learning Objectives	Class Assignments	E HW	Notes	You Should Have Completed
2/27-28	Ch. 5 cont'd		E5-2,6			
3/1-2	Ch. 6 & App. 6B Reporting and Analyzing Inventory	1-3, 5; App6B	BE6-1,2,3,4,6,7,8,11	E2,7,16;DI3a		
3/6-7	Ch. 6 cont'd Begin chapter 8		E6-1,4,17			Ch. 5 EQ/E HW by 3/7 at 11:00 pm
3/8-9	Ch. 8 Reporting and Analyzing Receivables	1-4	BE1,2,3,4,5,6 (part a only), 7,10	E3,4,8,11;DI4		Ch. 6 EQ/HW by 3/14 at 11:00 pm
3/12-19	Spring Break					
3/20-21	Ch. 8 cont'd		E11,15-17			Ch. 8 EQ/HW by 3/21 11:00 pm
3/22-23	Exam 2, Chapters 5, 6, 8					
3/27-28	Ch. 9 Reporting and Analyzing Long-Lived Assets	1-5	BE1,2,3,4,6,7,11	E2,5,7,12, DI2b		
3/29-30	Ch. 9 cont'd		E4,6,11,12 P1A			
4/3-4	Ch. 10 & App. 10A Reporting and Analyzing Liabilities	1-4	BE1,2,3,4,11,13,16,17	BE11,E3,13,20,21		Ch. 9 EQ/HW by 4/4 at 11:00 pm
4/5-6	Ch. 10 continued		E1,9,12,14; P8A			
4/10-11	Ch. 10 & Ch. 11					Ch. 10 EQ/HW by 4/11 at 11:00 pm
4/12-13	Ch. 11 Reporting and Analyzing Stockholders' Equity	1-8	Q2 BE2,3,4,5,6,7,8,11 DI 1,3a	DI4,E2,5,6,9		

Date	Chapter	Learning Objectives	Class Assignments	E HW	Notes	You Should Have Completed
4/17-18	Ch. 11 continued Review		E1,3,4,8,10 P1A, 2A			Ch.11 EQ/HW by 4/18 at 11:00 pm
4/19-20	Exam 3, Chapters 9, 10 & 11					
4/24-25	Chapter 12, Statement of Cash Flows	1-2, 4-5	BE1,2,3,5,6,7,10 DI12-1	E1,4,6 P1A,9A		
4/26-27	Ch. 12 continued		E1,2,5,8; P9A,9B			
5/1-2	SCF Quiz					Ch. 12 EQ/E HW by Monday, 5/1 at 11:00 am
5/3-4	Accounting cycle revisited and review for final					
5/10	Final Exam		W, 5:30 –7:30 pm Location: TBA			
Saturday 5/13	Alternate Final Exam with permission of instructor)		7:30–9:30 am Location: TBA			

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