

**ACCOUNTING 5304 – PROFESSIONAL MBA
ACCOUNTING ANALYSIS FOR MBAS
COLLEGE OF BUSINESS ADMINISTRATION
UNIVERSITY OF TEXAS AT EL PASO
SPRING 2021**

Instructor Contact Information

Instructor: Dr. David Folsom, Ph.D., Assistant Professor of Accounting
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Email (best): dmfolsom@utep.edu (Please note I do not check my email on Sundays.)
Office Hours: Tuesdays and Thursdays from 11:00 am to 1:00 pm via Zoom, or by appointment as needed (email me for an alternate appointment).

Office Hours [Zoom Link](#)
Office Hours Meeting ID: 821 4117 6572
Office Hours Passcode: Folsom21

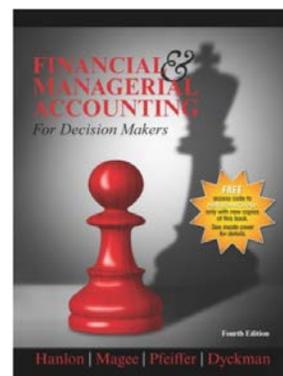
Class Meetings: Class Meeting [Zoom Link](#)
Class Meeting ID: 817 8927 4290
Class Meeting Passcode: Debit2021

Required Course Materials

Textbook: Hanlon, Magee, Pfeiffer & Dyckman. *Financial & Managerial Accounting for Decision Makers*, 4e. Cambridge Business Publishers. 2021.
**Students must have access to *myBusinessCourse*.

Cases: Two Harvard Business cases to be purchased at <https://hbsp.harvard.edu/import/803926>.

Websites: (1) Blackboard Webpage.
(2) Fundamentals of Financial Accounting Tutorial, Cambridge Business Publishers accessed via [myBusinessCourse](#) – See included sign-up instructions at the end of this document.
(3) [myBusinessCourse](#) – See included sign-up instructions at the end of this document.

**Course Description**

A foundation in the fundamentals of financial and managerial accounting designed for the planning, assessment, and control of business entities. Emphasizes the use of accounting information for making informed business decisions.

Course Learning Objectives

After completing this course, students will:

1. Exhibit an increased understanding the importance of accounting in business decision-making.
2. Have a basic understanding of how to record assets, liabilities, and owner's equity (including revenues and expenses) in a double-entry accounting system.
3. Understand how the income statement, balance sheet, and statement of cash flows interrelate.
4. Be able to perform basic financial statement analyses to make business and investment decisions.
5. Understand how to use basic managerial accounting techniques to make operational decisions.
6. Be able to calculate and interpret basic variance analyses.

Grades

Final letter grades will be based on the following items (weighted as follows):

Major Individual Assessments

Fundamentals of Financial Accounting Tutorial	<u>Due Dates</u> Monday, March 15 th	200 points
LLJ Case	Sunday, April 11 th	200 points

Quizzes (to be completed individually)

Balance Sheet and Income Statement Quiz	Monday, March 8 th	70 points
Cash Flow and Revenue Recognition Quiz	Monday, March 22 nd	70 points
Budgeting and Variance Quiz	Monday, March 29 th	70 points
CVP and Business Decisions Quiz	Monday, April 5 th	70 points

Assignments and Discussions

Introduction Video Assignment	Wednesday, February 24 th	10 points
Nichols and Whalen Discussion Board	Monday, March 1 st	15 points
Elements of Financial Reporting Discussion Board	Monday, March 8 th	15 points
Identify the Industry Discussion Board	Thursday, March 11 th	15 points
Revenue Recognition Discussion Board	Monday, March 22 nd	15 points
Bob's Baloney Case	Monday, March 22 nd	100 points
Budgeting Assignment	Monday, March 22 nd	45 points
Basketball Variance Case	Thursday, March 25 th	45 points
CVP and Business Decisions Assignment	Thursday, April 1 st	45 points
Business Decisions Discussion Board	Thursday, April 1 st	15 points

Total Possible Points**1,000 points**

Grades are assigned using the following scale:

Grade Level	Achievement	Percentage of Points
A	Excellent	90.0 to 100.0%
B	Good	80.0 to 89.9%
C	Average	70.0 to 79.9%
D	Below Average but Passing	60.0 to 69.9%
F	Failure	< 60%

Please note that Pr. Folsom reserves the right to relax (but not increase) these cut-off points depending upon class performance.

Course Deadlines: Assignment and assessment deadlines must be met as described in the syllabus to receive course credit.

Academic Standing Rules (from UTEP Graduate Catalog)

Students admitted into graduate programs must remove all admissions conditions within one semester. Failure to meet conditions within one semester can result in dismissal from the Graduate School. Students admitted into a graduate program must maintain a 3.0 or better cumulative grade point average in all coursework including undergraduate courses approved for graduate credit.

A student admitted into a graduate program and whose cumulative grade point average drops below 3.0 will be placed on academic probation. The student must return the cumulative grade point average to a 3.0 by the next nine (9) hours of study. Failure to meet the 3.0 grade point average requirement during the probationary period will result in dismissal from the Graduate School.

Assessment Descriptions, Requirements, and Expectations

Fundamentals of Financial Accounting Tutorial (200 points)

This tutorial is an online review of materials found in the textbook modules one through five. Module six in the online review introduces basic time value of money concepts that will be helpful to students for future courses in the MBA program. Please begin these modules ASAP – the publisher of this tutorial estimates students will require 15 to 25 hours to complete the modules, on average. Students with little accounting or business experience may require significantly more time.

To receive full credit, students must complete all homework assignments and all quizzes for modules one through five, and the comprehensive post-test in the online tutorial. Completion of the online homework assignments in the tutorial will be worth 100 points, the quizzes will be worth 60 points (i.e., 15 points each), and the post-test 40 points. Additional practice problems are not required, but students may complete any additional problems provided in the tutorial for extra practice.

LLJ Case (200 points)

This case write-up must be done individually and will be given in place of a final exam. Students must submit case write-up as a Microsoft Word file on Blackboard. Please note, the case write-up will be submitted to UTEP's anti-plagiarism tool "Turn-It-In." The write-up will be graded on the quality of the analysis and the professionalism of the written document (including, but not limited to, grammar, organization, spelling, readability, conciseness, etc.). The case write-up should be written in a memo format with associated tables, charts, or other exhibits clearly listed.

Quizzes (280 Points)

Timed, online quizzes will be given via Blackboard. Quizzes should reflect students' individual efforts. Quizzes may be administered using the lockdown browser approved by UTEP, including via a web camera. If a student does not have access to a computer with a web camera, contact Pr. Folsom as soon as possible so alternate arrangements can be made.

Cases (100 points for Bob's Baloney)

Besides the LLJ Case, three additional cases will be used during semester. Students can complete the case questions individually or in groups. For two (*Identify the Industry* and *Basketball Variances*), students will be asked to answer simple questions and provide a copy of their analyses in class discussion forums and will be graded as assignments (see below).

For the *Bob's Baloney* case, students will be asked to submit a formal case write-up. Please note, the case write-up will be submitted to UTEP's anti-plagiarism tool "Turn-It-In." The write-up will be graded on the quality of analysis and the professionalism of the written document (including, but not limited to, grammar, organization, spelling, readability, conciseness, etc.). The case write-up should be written in a memo format with associated tables, charts, or other exhibits clearly listed. Students are encouraged, but not required, to work in groups for this case. Groups can be no larger than four students. If working in the group, the case write-ups should reflect collaborative efforts of all group members and should be written coherently (e.g., the reader should not be able to discern if different groups members wrote different sections or pieces of the report).

Assignments (275 points)

Various online assignments will be required throughout the course, including online problems and various discussion forums. Details for these assignments will be given on Blackboard.

Virtual Class Meeting Expectations

The course will have ten online class meetings using Zoom. Students are expected to attend virtual classes. Admittance to these meetings will require students to have a certified Zoom account (i.e., to have signed up for a free Zoom account). When attending class meetings, students are expected to participate. Questions and comments are expected and welcome. Please be in an area without distractions and with access to paper, pencils, and a computer with word processing and spreadsheet programs ready to use for these meetings.

Unexplained absences/tardiness will result in negative credit. If you cannot attend class for any reason, please communicate with me the reason for your absence **before** class. If you are absent without proper communication, you will lose ten class points per absence. Due to the accelerated schedule of this course, if you are absent for more than three class periods for any reason (except university-approved absences), you will receive a failing grade (F).

All virtual class meetings will be recorded and uploaded to Blackboard. The use of such technology is governed by the Federal Educational Rights and Privacy Act (FERPA) and UTEP's acceptable-use policy. A recording of class sessions will be kept and stored by UTEP, in accordance with FERPA and UTEP policies. The instructor will not share the recordings of class activities outside of course participants (i.e., students, teaching assistants, graduate assistants, and any guest faculty or community-based learning partners that are engaged during a class session). **Students may not share recordings outside of this course.** Doing so may result in disciplinary action.

Extra Credit – Web Cameras (30 points)

Students who have web cameras on during virtual classes tend to learn materials better. Due to privacy concerns, requiring web cameras to be on during virtual classes cannot be prescribed. However, students can earn a bonus of up to three points per class meeting (30 points) if their web cameras are on. Pr. Folsom will randomly take a screen shot of the Zoom gallery during virtual classes to assign these bonuses.

No other extra credit will be offered to any student, for any reason.

Plagiarism and Cheating

Students are encouraged to discuss assignments with other classmates. However, copying work from any source, including classmates, homework files, the Internet, etc. is NOT acceptable. Submitting material that has been copied constitutes plagiarism and will be treated as cheating. All students are expected to complete their own work and to abide by the Handbook of Operating Procedures available in the Office of the Dean of Students. Additional information can be found at <https://www.utep.edu/student-affairs/osccr/student-conduct/academic-integrity.html>. Any suspected cheating will be reported to the Office of Student Conduct and Conflict Resolution.

Two technologies may be used to ensure the integrity of student-submitted work. For uploaded assignments, the coursework will be submitted through Turn-It-In, a plagiarism detecting software. Turn-It-In is used to review assignment submissions for originality to ensure sources are properly attributed rather than paraphrased. Quizzes and exams will either be administered via myBusinessCourse or using Respondus Lock Down Browser and Respondus Monitor, a UTEP-approved test proctoring software. Students will need a reliable internet connection and a web camera.

Technology Requirements

Course content is delivered via the Internet through the Blackboard learning management system and via [myBusinessCourse](#). Virtual class meetings will be held using Zoom. Students will need to be authenticated users of Zoom (i.e., have a free Zoom account) to participate in virtual class meetings. Students also need to ensure their UTEP e-mail accounts are working and that they have access to the Web using a stable web browser for other course communications. Google Chrome and Mozilla Firefox are the best browsers for Blackboard and [myBusinessCourse](#); other browsers may cause complications. When having technical difficulties, students should first update their browsers, clear the browser cache, or try switching to another browser.

Students will need to have access to a computer/laptop, scanner, a webcam, and a microphone. Students will need access to various computer software including (but not limited to) Microsoft Word, Microsoft Excel, Adobe Acrobat Reader, and Windows Media Player (or another audio/video player). Students can download Microsoft Office for free via UTEP's [Microsoft Office Portal](#).

IMPORTANT: For technical difficulties, please contact the [UTEP Help Desk](#) to work with staff who are trained specifically in assisting with technological needs of students. In general, the Help Desk is much better equipped than Professor Folsom to assist students! For technical issues with myBusinessCourse, please submit these issues to the publisher directly.

Online Class Etiquette

Sometimes communication online can be challenging. Sometimes one may miscommunicate what is meant, or one may misunderstand what others mean because of the lack of body language and immediate feedback. Therefore, please keep these netiquette (network etiquette) guidelines in mind. Failure to observe these guidelines may result in disciplinary action and reporting to the Office of Student Conduct and Conflict Resolution.

- Always consider audience. This is a Master's-level educational forum and all communication should reflect polite consideration of other's ideas.
- Respect and courtesy must be provided to classmates and to the instructor at all times. No harassment or inappropriate postings will be tolerated.
- When reacting to someone else's message, address the ideas, not the person. Post only what anyone would comfortably state in a face-to-face situation.
- Blackboard and Zoom meetings are not public internet venues; all postings and communication should be considered private and confidential. Whatever is posted in these online spaces is intended for classmates and the professor only. Please do not copy documents and paste them to a publicly accessible website, blog, or other space.

COVID-19 Precautions

You must STAY AT HOME and REPORT if you (1) have been diagnosed with COVID-19, (2) are experiencing COVID-19 symptoms, or (3) have had recent contact with a person who has received a positive coronavirus test. Reports should be made at [screening.utep.edu](#). If you know of anyone who should report any of these three criteria, you should encourage them to report. If the individual cannot report, you can report on their behalf by sending an email to COVIDaction@utep.edu.

For each day that you attend campus – for any reason – you must complete the questions on the UTEP screening website ([screening.utep.edu](#)) prior to arriving on campus. The website will verify if you are permitted to come to campus. Under no circumstances should anyone come to class when feeling ill or exhibiting any of the known COVID-19 symptoms. If you are feeling unwell, please let your instructor know as soon as possible, and alternative instruction will be provided. Students are advised to minimize the number of encounters with others to avoid infection.

Wear face coverings when in common areas of campus or when others are present. Students who refuse to wear a face covering and follow preventive COVID-19 guidelines will be dismissed from the class and will be subject to disciplinary action according to Section 1.2.3 *Health and Safety* and Section 1.2.2.5 *Disruptions* in the UTEP Handbook of Operating Procedures.

Course Timing

To receive a grade in this course, students must complete all course requirements within the term of the course according to the outline and schedule given in the syllabus.

Accommodations for Students with Disabilities

If you have or suspect a disability and need accommodations, you should contact Center for Accommodations and Support Services (CASS) at 747-5148. You may also email the office at cass@utep.edu or visit the office in the Union Building East, Room 106. For additional information, please visit the CASS website at <http://sa.utep.edu/cass/>.

Course Calendar

A preliminary course calendar with a class-by-class description of activities is below. Be aware that predicting the precise flow of the course is impossible and these dates may have to be adjusted slightly from time to time. Modifications to the schedule and changes in course requirements will be announced during class meetings and through Blackboard.

Pr. Folsom reserves the right to change any assignment if circumstances dictate. Students will be notified of such changes through an announcement via Blackboard. Students have the responsibility to be aware of such changes by checking Blackboard regularly.

Virtual Class Meetings	Textbook Chapters	Goals & Objectives	Discussion Preparation Activities (complete before the class meeting)	Assignments to Be Completed Before Class Meeting
Monday, Feb. 22nd - 6:00 to 8:30 pm on Zoom	1	<ul style="list-style-type: none"> • Introduce course and expectations. • Understand why financial reporting is important in capital markets. {LO 1} • Understand why double entry accounting is important. {LO 1 and LO 2} • Introduce double-entry accounting. {LO 2} 	<ul style="list-style-type: none"> • Become familiar with Blackboard. • Read textbook chapter. {LO 1} • Listen to NPR Podcast "A Mathematician, the Last Supper, and the Birth of Accounting." {LO 1} 	<ul style="list-style-type: none"> • Register for Online Tutorial and Online Textbook Materials on myBusinessCourse.com. <p>Begin <i>Fundamentals of Financial Accounting Online Tutorial</i> (due Saturday, March 13th at midnight). {LO 1 – LO 4}</p>
Thursday, Feb. 25th - 6:00 to 8:30 pm on Zoom	2 & 3	<ul style="list-style-type: none"> • Understand why financial reporting is important in capital markets. {LO 1} • Introduce double-entry accounting. {LO 2} • Record simple transactions in a double-entry system. {LO 2} 	<ul style="list-style-type: none"> • Read textbook chapters 2 & 3. {LO 2 and LO 3} • Read Nichols & Whalen (2004). {LO 1} 	<ul style="list-style-type: none"> • Complete <i>Introduction Video Assignment</i> (due Wednesday, February 24th at midnight). • Continue working on <i>Fundamentals of Financial Accounting Online Tutorial</i> (due Saturday, March 13th at midnight). {LO 1 – LO 4}

Virtual Class Meetings	Textbook Chapters	Goals & Objectives	Discussion Preparation Activities (complete before the class meeting)	Assignments to Be Completed Before Class Meeting
Monday, Mar. 1st - 6:00 to 8:30 pm on Zoom	2 & 3	<ul style="list-style-type: none"> Record simple transactions in a double-entry system. {LO 2} Understand basic definitions of balance sheet and income statement items. {LO 2} 	<ul style="list-style-type: none"> Review textbook chapters 2 & 3. {LO 2} <p>Read Ch. 4 of FASB Conceptual Statement No. 8 (2020). {LO 2 and LO 3}</p>	<ul style="list-style-type: none"> Complete <i>Nichols and Whalen Discussion Board</i> (initial posts due Saturday, February 28th at midnight; responses due Monday, March 1st at 6:00 pm). {LO 1} Continue working on <i>Fundamentals of Financial Accounting Online Tutorial</i> (due Monday, March 15th at midnight). {LO 1 – LO 4}
Thursday, Mar. 4th - 6:00 to 8:30 pm on Zoom	4	<ul style="list-style-type: none"> Create simple cash flow statements from associated balance sheets and income statements. {LO 3} 	<ul style="list-style-type: none"> Read textbook chapter 4. {LO 3} 	<ul style="list-style-type: none"> Continue working on <i>Fundamentals of Financial Accounting Online Tutorial</i> (due Monday, March 15th at midnight). {LO 1 – LO 4}
Monday, Mar. 8th - 6:00 to 8:30 pm on Zoom	5	<ul style="list-style-type: none"> Perform basic financial statement analyses to make business and investment decisions. {LO 1 and LO 4} 	<ul style="list-style-type: none"> Read textbook chapter 5. {LO 1 and LO 4} Read <i>Identify the Industry</i> case. 	<ul style="list-style-type: none"> Complete <i>Elements of Financial Reporting Discussion Board</i> (initial posts due Saturday, March 6th at midnight; responses due Monday, March 8th at 6:00 pm). {LO 2 and LO 3} Complete <i>Balance Sheet and Income Statement Quiz</i> (due Monday, March 8th at 6:00 pm). {LO 2 and LO 3} Continue working on <i>Fundamentals of Financial Accounting Online Tutorial</i> (due Monday, March 15th at midnight). {LO 1 – LO 4}

Virtual Class Meetings	Textbook Chapters	Goals & Objectives	Discussion Preparation Activities (complete before the class meeting)	Assignments to Be Completed Before Class Meeting
Thursday, Mar. 11th - 6:00 to 8:30 pm on Zoom	6	<ul style="list-style-type: none"> Understand basic revenue recognition principles. {LO 2} 	<ul style="list-style-type: none"> Read textbook chapter 6. {LO 2} 	<ul style="list-style-type: none"> Continue working on <i>Fundamentals of Financial Accounting Online Tutorial</i> (due Monday, March 15th at midnight). {LO 1 – LO 4} Complete required analysis on <i>Identify the Industry Discussion Board</i> (initial posts due Wednesday, March 10th at midnight; responses due Thursday, March 11th at 6:00 pm). {LO 4}
SPRING BREAK - No Classes During Week of March 15th				
Monday, Mar. 22nd - 6:00 to 8:30 pm on Zoom	13 & 21	<ul style="list-style-type: none"> Understand difference between managerial and financial accounting. {LO 1} Create a simple business budgeting system. {LO 1 and LO 5} 	<ul style="list-style-type: none"> Read textbook chapters 13 & 21. {LO 1 and LO 5} 	<ul style="list-style-type: none"> Complete <i>Fundamentals of Financial Accounting Online Tutorial</i> (due Monday, March 15th at midnight). {LO 1 – LO 4} Complete <i>Revenue Recognition Discussion Board</i> (initial posts due Saturday, March 20th at midnight; responses due Monday, March 22nd at 6:00 pm). {LO 2} Complete <i>Cash Flow and Revenue Recognition Quiz</i> (due Monday, March 22nd at 6:00 pm). {LO 2 – LO 4} Complete <i>Bob's Baloney</i> case (due Monday, March 22nd at 6:00 pm). {LO 2 – LO 4} Complete <i>Budgeting Assignment</i> (due Monday, March 22nd at 6:00 pm). {LO 1 and LO 5}

Virtual Class Meetings	Textbook Chapters	Goals & Objectives	Discussion Preparation Activities (complete before the class meeting)	Assignments to Be Completed Before Class Meeting
Thursday, Mar. 25th - 6:00 to 8:30 pm on Zoom	22	<ul style="list-style-type: none"> Calculate and interpret basic variance analyses. {LO 6} 	<ul style="list-style-type: none"> Read textbook chapter 22. {LO 6} Be prepared to discuss your solution to <i>Basketball Variances</i> case. {LO 6} 	<ul style="list-style-type: none"> Read <i>Basketball Variances</i> case and post required analysis on Blackboard (due Thursday, March 25th at 6:00 pm). {LO 6}
Monday, Mar. 29th - 6:00 to 8:30 pm on Zoom	14 & 15	<ul style="list-style-type: none"> Understand basic cost behavior and estimation. {LO 1 and LO 5} Complete simple Cost-Volume-Profit (CVP) analyses. {LO 1 and LO 5} 	<ul style="list-style-type: none"> Read textbook chapters 14 & 15. {LO 1 and LO 5} 	<ul style="list-style-type: none"> Complete <i>Budgeting and Variances Quiz</i> (due Monday, March 29th at 6:00 pm). {LO 1 and LO 5}
Thursday, Apr. 1st - 6:00 to 8:30 pm on Zoom	16	<ul style="list-style-type: none"> Use managerial accounting tools to identify relevant costs and benefits to make operational decisions. {LO 1 and LO 5} 	<ul style="list-style-type: none"> Read textbook chapter 16. {LO 1 and LO 5} 	<ul style="list-style-type: none"> Complete <i>CVP and Business Decisions Assignment</i> (due Thursday, April 1st at 6:00 pm). {LO 1 and LO 5} Complete <i>Business Decisions Discussion Board</i> (initial posts due Wednesday, March 31st at midnight; responses due Thursday, April 1st at 6:00 pm). {LO 1 and LO 5}
LLJ CASE DUE APRIL 11th AT MIDNIGHT				<ul style="list-style-type: none"> Complete <i>CVP and Business Decisions Quiz</i> (due Monday, April 5th at midnight). {LO 1 and LO 5} Complete <i>LLJ</i> case – due Sunday, April 11th at midnight. {LO 1, LO 5, and LO 6}

myBusinessCourse

Required: You will be required to complete and submit assignments online, using a homework system called myBusinessCourse.

COURSE INFORMATION

Course Name	Section Name	Section ID
Spring 2021 PMBA , Pr. Folsom, Fundamentals of Financial Accounting Tutorial	Section 01	1042-6401-6871

Section Enrollment Link

<https://mybusinesscourse.com/?code=1042-6401-6871>

ACCESS OPTIONS

Enter Access Code	Purchase eBook (w/Course)	Printed Textbook	Purchase Course Only
Locate the access code inside your new textbook OR if you've purchased an eBook check your email	Access to myBusinessCourse is free with the purchase of an eBook.	Course access code is INCLUDED with this purchase option. You will receive immediate temporary access for 7 days to your course. Once your print textbook arrives, you can enter in the access code to redeem your full subscription.	If you do not have an access code from a new textbook or eBook purchase, you can purchase access to your course here.

REGISTRATION WITH SECTION ENROLLMENT LINK

Use the information below to register for your Instructor-led section:

1. Follow or copy & paste the Student Enrollment Link into your browser
2. Select "Enroll"
3. Create an account, or login with an existing account
4. Choose the appropriate Access Option

STUDENT SUPPORT

View the user guide: https://mybusinesscourse.com/support?user_guide=161737

myBusinessCourse

Required: You will be required to complete and submit assignments online, using a homework system called myBusinessCourse.

COURSE INFORMATION

Course Name	Section Name	Section ID
Spring 2021 PMBA , Pr. Folsom, Financial and Managerial Accounting for Decision Makers, 4e	Section 01	1042-6501-6872

Section Enrollment Link

<https://mybusinesscourse.com/?code=1042-6501-6872>

ACCESS OPTIONS

Enter Access Code	Purchase eBook (w/Course)	Printed Textbook	Purchase Course Only
Locate the access code inside your new textbook OR if you've purchased an eBook check your email	Access to myBusinessCourse is free with the purchase of an eBook.	Course access code is INCLUDED with this purchase option. You will receive immediate temporary access for 7 days to your course. Once your print textbook arrives, you can enter in the access code to redeem your full subscription.	If you do not have an access code from a new textbook or eBook purchase, you can purchase access to your course here.

REGISTRATION WITH SECTION ENROLLMENT LINK

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2. Select "Enroll"
3. Create an account, or login with an existing account
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STUDENT SUPPORT

View the user guide: https://mybusinesscourse.com/support?user_guide=161737

To contact support directly, please visit: <https://mybusinesscourse.com/support>