

Financial and Managerial Accounting for MBAs (Accelerated)

Accounting 5301 - Spring 2020

1 Contact Information

Instructor: Richard Carrizosa, Ph.D., Assistant Professor of Accounting

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Office Hours: Fridays, noon to 1pm (except 3/20)

*Email with detailed questions is required in advance of office hours (see Introduction slides on Blackboard (Bb)).

Check the course web page on Bb regularly for announcements, notes, solutions, and other class information.

2 Schedule

Section #1 (CRN 28317)

Meeting: Monday and Thursday, 5:30 pm - 9:30 pm, Graduate Business Center, Room 520B

Final Exam: Monday, April 6, Graduate Business Center, Room 520B

See the detailed course schedule included at the end of the syllabus.

3 Course Materials

- Textbook:
 - Easton, Halsey, McAnally, Hartgraves, and Morse. Financial and Managerial Accounting for MBAs, 5e. Cambridge Business Publishers.
 - Students must have access to myBusinessCourse which includes an electronic version of the textbook. Purchasing a print copy is optional.
- Cases:
 - Harvard Business Cases (1 cases): Link will be posted to Bb. Students must purchase the case.
- Websites:
 - (1) Blackboard webpage (check weekly).
 - (2) myBusinessCourse – See Blackboard for sign-up instructions.
- In-Class Materials:
 - Slides for each section of material will be posted on Bb in the morning before we cover the material in class. Solutions for in-class exercises will be posted to Bb after each section of material is completed.
 - Calculator. Financial calculators work best, but any scientific calculator will work.
- Solutions for practice problems are made available on the myBusinessCourse site as you complete the problems.

- Laptops are not required, though some students find them useful to review slides, take notes, and work on problems in class. At certain times throughout the course I will ask that all laptops be turned off. Laptops and phones are not allowed during exams or quizzes.

4 Course Description and Objectives

This course is an introductory study of financial and managerial accounting concepts designed to help students read and analyze accounting data to make informed business decisions. The financial accounting portion of the course will focus on the principles and procedures of the measurement, recording, and reporting of financial accounting information according to generally accepted accounting principles (GAAP). The managerial portion of the course will focus on the analysis of costs and the use of accounting information for decision making.

After completing this course, you will:

- Have a basic understanding of how to record assets, liabilities, and owner's equity.
- Understand how the income statement, balance sheet, and statement of cash flows interrelate.
- Be familiar with concepts related to revenue and expense recognition.
- Be able to perform basic analyses of accounting information to make business decisions.

5 Assignments, Grading, and Related Policies

Final Grade Determination	
Component	Percentage of final grade
Quizzes (9, drop lowest percentage, equal-weighted)	25%
Midterm Exam	25%
Final Exam	25%
Case	5%
Ongoing Project (3 parts, equal-weighted)	15%
Class Contribution	5%
Total	100%

Individual final grades will be determined after observing the distribution of the percentage of total points earned for all students in the course. Though each individual grade will be determined by a student's performance relative to his/her peers, we will not adhere to a strict curve. Though we are not using a typical grading system (i.e. A=90-100%, B=80-89.9, ...), your final grade using our system will be at least as high as the grade you would have received using the typical system (e.g. you will surely get an 'A' with a total percentage of points greater than or equal to 90%).

5.1 Quizzes and Exams

Quizzes are intended to provide students with timely feedback regarding the development of their understanding of material recently covered, and will be administered on myBusinessCourse following the completion of certain sections of material. Each quiz will include 5-10 questions, and must be completed by the due date stated in the syllabus. All deadlines are the starting time of class on the due date specified, and the assessments will be available at the end of the class prior to the due date. The lowest quiz percentage will be dropped, and there will be no make-up quizzes for any reason. All quizzes are open book/notes, but should be completed individually.

Exams (midterm and final) will be administered in class. Assessments are designed to increase in level of difficulty as students have more time to master the material. As a result, exams will be more challenging than quizzes. For each exam, I will allow one page of notes per student (8.5 x 11, one side only for the midterm, two sides for the final). The page of notes must be hand-written. You may use a calculator but not a cell phone calculator. No materials may be shared during exams. Any student arriving more than 25

minutes after an exam has begun will not be allowed to take it and will receive a zero. Exams are closed book and closed notes.

Make-up exams will not be permitted without an approved excuse; you must contact me before the exam begins, either by email or phone. Keep in mind there are very few circumstances for which a make-up exam will be allowed and that one should not assume their absence will be excused. Unexcused absences will result in a zero for the exam. If an absence is excused, the exam should be completed the same day that the student is physically able to return to campus.

5.2 Case

One case will be assigned during the class and will include in-depth analyses of a specific topic covered in this course. The case should be completed in small groups of 3-4 students and each group should submit a single written response to Bb. All students in the same group will receive the same score for the case. I will post information regarding the case to Bb along with guidelines that should be used to help organize your responses. Prepare to discuss each case during the class period that corresponds to the case due date.

5.3 Ongoing Project

The ongoing project requires you to apply your understanding of various concepts to answer questions regarding the financial statements of an actual company of your choosing. I have modified the instructions in each section of the textbook and uploaded a list of the modifications to Bb. Complete each part of the ongoing project using a combination of the modified instructions (Bb) and the textbook instructions in the 'Ongoing Project' sections at the end of the corresponding module. You should submit each part of the ongoing project to Bb by the corresponding due date in the syllabus.

5.4 Class Contribution, Preparation, and Attendance

Students are expected to: 1) attend class regularly, 2) read the appropriate materials and be prepared to attempt and discuss related exercises during class, and 3) act in a professional manner and treat others in the class with respect. Students must be on time.

For grading purposes, each student will earn a class contribution score that ranges from 0 to 100. Each student will start at a score of 80. Exceptionally positive contributions to the class will increase, and exceptionally negative contributions (e.g., excessive tardiness/absences, disruptiveness, academic misconduct) will decrease class contribution scores.

5.5 Regrading Policy

Questions from individuals about their grades will not be dealt with in class. If you want to discuss an assignment for which you believe an error in grading has occurred, write up your concern, including the reason you think your work was graded in error, and provide it to me along with the graded assignment in question. Requests for regrades of assignments or exams must be made in writing and submitted within one week after the graded assignment has been returned in class.

6 Miscellaneous

6.1 Academic Misconduct

Academic misconduct of any kind will not be tolerated. Detailed regulations regarding scholastic dishonesty, as printed in the Handbook of Operating Procedures (HOOP), are available in the Office of Student Conduct and Conflict Resolution (OSCCR). Also available at: <http://sa.utep.edu/osccar/>. Students that are reported to OSCCR, could face various disciplinary actions, from disciplinary probation, to a failing grade on the work in question, to a failing grade in the course, to suspension or dismissal, among others. Examples of behaviors that are not tolerated include, but are not limited to:

- Cheating: Copying from another student's test paper, quiz, assignment other report, or computer files and listings;
- using, during any academic exercise, material and/or devices not authorized by the person in charge of the test;
- collaborating with or seeking aid from another person during a test or laboratory without permission; knowingly using, buying, selling, stealing, transporting, or soliciting in its entirety or in part, the contents of a test or other assignment unauthorized for release; substituting for another student or permitting another student to substitute for oneself.
- Plagiarism: The appropriation, theft, purchase or obtaining by any means another's work, and the unacknowledged submission or incorporation of that work as one's own offered for credit. Appropriation includes the quoting or paraphrasing of another's work without giving credit therefore.
- Collusion: The unauthorized collaboration with another in preparing work offered for credit.

Consequences for academic misconduct will include, at a minimum, a zero for any related assignments (e.g., A reduced to B).

6.2 Student Standards of Conduct:

Each student is responsible for notice of and compliance with the provisions of the Regents' Rules and Regulations and the rules of the University. Copies of the Regents' Rules and Regulations and all University rules are available for review in the office of: President, Vice President for Student Affairs, Dean of Student Life, Student Activities, and the University Library. All students are expected and required to obey the law, to comply with the Regents' Rules and Regulations, with System and University rules, with directives issued by an administrative official in the course of his or her authorized duties, and to observe standards of conduct appropriate for the University. A student who enrolls at the University is charged with the obligation to conduct him/herself in a manner compatible with the University's function as an educational institution. Any student who engages in conduct that is prohibited by Regents' Rules and Regulations, UT System or University rules, specific instructions issued by an administrative official or by federal, state, or local laws is subject to discipline whether such conduct takes place on or off campus or whether civil or criminal penalties are also imposed for such conduct.

6.3 Policy on Disruptive Acts:

The obstruction or disruption of any teaching, research, administrative, disciplinary, public service or other authorized activity on campus or under the authority of the University or on property owned or controlled by the University is prohibited and will subject the student or group of students to disciplinary action.

6.4 Students with Special Needs

If you have, or believe you may have, a condition requiring special accommodations, contact the Disabled Student Services Office (DSSO) located in room 306 Union East. Their phone number is (915) 747-5148. Their email address is dss@utep.edu. Only students registered with DSSO may receive special accommodations. Your accommodation letter should be returned to me by the end of the second week of class.

6.5 Additional Services

The following is a list of student services that you may find useful while you are attending UTEP.:

- Student Counseling Center (202 Union West, (915) 747-5302):
 - <http://sa.utep.edu/counsel/>
 - Walk-ins encouraged.

- Student Health Center ((915) 747-5624):
 - <http://chs.utep.edu/health>
 - Many services free to students paid for through a student health fee.
- Center for Accommodations and Support Services (106 Union East, (915) 747-5148):
 - <http://sa.utep.edu/cass>
 - For disability accommodations.
- Student Engagement and Leadership Center (106 Union West, (915) 747-5670):
 - <http://sa.utep.edu/selc>
 - Includes study space with workstations and a family friendly room.
- Career Center (103 Union West, (915) 747-5640):
 - <http://sa.utep.edu/careers>