

**PRINCIPLES OF ACCOUNTING I**  
**Spring 2021**  
**ACCT 2121-003 TR 11:30am – 12:45 pm; Friday 137**

**Professor:** Dr. Brian Burnett

**E-Mail:** [brian.burnett@uncc.edu](mailto:brian.burnett@uncc.edu) (best way to contact me)

**Office:** Friday 268C; 704-687-7594

**Office Hours:** Tuesday 1:00pm – 2:00pm & Thursday 10:15am - 11:15am; online via Zoom by appointment.

***Textbook & Course Resources***

**You are required to purchase:**

**1. Textbook:** *Financial Accounting, 8th Edition*, by Kimmel, Weygandt & Keiso; publisher is Wiley  
The publisher has made a custom textbook, which consists of the new printed text and a WileyPlus code, available at a reduced cost. **It is strongly recommended that you purchase the custom text.** It can be purchased at the UNCC bookstore.

The custom version is also available direct from the publisher. This is exclusively for UNCC ACCT 2121 students. There is a link on the course Canvas page to access the direct to student site.

**2. WileyPlus (Software Through Which You Will Submit Your Homework):**

If you choose to (a) rent the textbook; (b) purchase a new textbook online; (c) purchase a used textbook; or (d) use only the e-text included with WileyPlus you will need to purchase access to WileyPlus. Once you have registered for WileyPlus, you will be able to view, complete and submit assignments from the course Canvas page.

***Course Description***

Fundamental accounting principles, with emphasis on the use of financial accounting data and analysis of financial statements.

***Prerequisite:*** sophomore standing or consent of department.

***Course Objectives***

The primary objective of the first year of accounting (Principles of Accounting I and II) is for students to learn about accounting as an information development and communication function that supports decision making by investors, loan officers, managers, government agencies, and any party that bases its decisions on accounting information. Upon completion of the first year of accounting, students will:

1. have a better understanding of basic business activities in the service sector, merchandising sector and manufacturing sector;
2. understand the purpose of accounting and the uses and limitations of accounting information in making investment as well as business decisions;
3. possess enhanced analytical, communication, inter-personal, and critical-thinking skills for success in the world of business;
4. increase the awareness of the importance of information technology with regard to financial information; and
5. understand the global perspective of accounting and business.

## ***Grading Policy***

A student's grade will be determined on the basis of his/her accomplishment in the following areas:

Three midterm examinations (100 points each)	300 points
Final examination (non-comprehensive)	100 points
Homework	100 points
Comprehensive Accounting Cycle Review	25 points
Financial Statement Analysis Project	25 points
<u>Polling Questions</u>	<u>50 points</u>
Total	600 points

The following grading scale will be used:

<u>Points Accumulated</u>	<u>Letter Grade</u>
537 to 600 points	A
477 to 536 points	B
417 to 476 points	C
357 to 416 points	D
Below 357 points	F

\*\*\*It is the student's responsibility to keep track of his/her grades. \*\*\*

The grading scale above already reflects appropriate rounding (i.e., 89.5% = A, 89.4% = B). Students must obtain at least the minimum number of points for a letter grade to earn that grade. Points may be deducted as outlined in this syllabus.

Extra assignments may be assigned to the class for credit at the instructor's discretion and extra questions may be available on exams. However, there will be no "curves" on any graded work or exams and no extra credit work will be given on an individual basis.

## ***Course Format***

**The course will be conducted in a "hybrid" format.** Due to the current operations status of the university requiring limiting the number of occupants in a classroom for face-to-face instruction, the course will be conducted in a part face-to-face and part online format. This mode of course delivery is referred to as a "hybrid" format. Specifically, the course will be conducted in a synchronous format where class will be held every Tuesday and Thursday according to the schedule published in Canvas. Each section is split such that half of the students will attend in person on while the other half will participate via WebEx through Canvas on alternating class days. Students will be assigned to a linked section in Banner indicating their in-person attendance day is Tuesday or Thursday. **More information on modes of instruction and class meetings can be found at <https://provost.uncc.edu/fall-2020-reopening>.**

**Classes will be simulcast for students attending online.** The instructor's screen will be shared so that students both in class and online will be viewing the on-screen slides and examples and hearing the lecture and questions simultaneously.

Each class will consist primarily of a lecture on the concepts from the assigned reading including walk-through of examples of practical application of the concepts and instructor-led question and answer discussions. Live polling questions (using Poll Everywhere) will be used to assess students' understanding of key concepts.

All class sessions will be recorded and the recordings will be made available on Canvas. Students are encouraged to attend online or in-person as assigned during regular class times. Poll questions will only be available for response during the simulcast presentation during regular class times.

### ***Course Schedule and Attendance***

**The course schedule is presented on the course Canvas page.** This schedule is subject to change and may be updated from time to time based on the progress of the class and/or university closure. The first class meeting will be on Thursday, January 21<sup>st</sup>. The last class meeting will be Tuesday, May 4<sup>th</sup>. The final exam date is TBD.

***Regular class attendance is expected but not required.*** If a student has an emergency or other documented reason for missing a class, the student should contact the Dean of Students office, Student Assistance and Support Services (SASS) and provide whatever documentation they require as soon as possible. The SASS offers absence verification documentation based on UNCC policies which can be found at <https://sass.uncc.edu/services/absence-verification>. Note that SASS does not make any decisions regarding excused absences, they only provide verification. The instructor will rely on these policies in determining if the student has a valid reason for their absence and will make appropriate accommodations for students (extending due dates or excusing class work) as appropriate based on documentation from the Dean of Students office. ***Students have full responsibility for following this process in the event of a missed class or exam.***

### ***Lecture Notes***

Lecture notes will be posted on Canvas as we complete the lectures for each chapter. These will be helpful in studying for exams and are intended to supplement the notes students take during class time.

### ***Exams***

**All exams will be conducted online in Canvas Quiz format during regular class times.** Students will be required to use Lockdown Browser and Respondus Monitor webcam proctoring for exams. It is the student's responsibility to ensure that they have downloaded the software using the instructions at the following link to the university Center for Teaching and Learning (CTL) website <https://teaching.uncc.edu/academic-technologies/respondus-monitor-online-proctoring>. **If you do not have these tools downloaded and operational, you will not be able to take the exam.** A homework assignment with "test quiz" will be assigned before the first midterm exam to ensure that you have an opportunity to use them and work out any issues before the live exam.

There will be three midterm exams worth 100 semester points each. The final exam will be worth 120 points (20% of the semester grade) and will be comprehensive; weighted toward the last two chapters but including all material covered during the course. **Midterm Exams are currently scheduled for February 18th, March 18th and April 20th.** Please note, if the course schedule is affected by university closure or inclement weather, these dates are subject to change. The **final exam** scheduled for **May 8<sup>th</sup>** from 8:00 am to 11:00 am.

It is the student's responsibility to make arrangements to take the exams at the designated times. An unexcused absence from an exam will result in a grade of zero for that exam. **Every effort should be made to take exams as scheduled.** However, if a student has a conflict between a university approved activity and an exam period, the student should notify the instructor at least one week prior to the exam with documentation of the university approved activity. If a student misses an exam due to a documented university approved conflict, the instructor will allow the student to take a makeup exam at an agreed upon time.

If a student has an emergency that prevents taking the exam at the designated time, the student should contact the Dean of Students Office, SASS (see above) as soon as possible. If the student had a legitimate documented emergency that prevented taking the exam at the designated time, **the instructor may, at his discretion,** choose to allow the student to take a makeup exam or apply the average score from the other exams and the comprehensive final exam to the missed exam. This should be very rare (e.g. severe illness or death in family) and will require documentation.

For the final exam, the course will follow the University Final Exam Policy, which can be found at the following link: <http://legal.uncc.edu/policies/up-202>. If a student obtains university permission to reschedule the exam, the student must notify the instructor prior to the date of the exam and an alternative date will be agreed. Students who do not sit for the final exam on the day on which it is given will receive a grade of "incomplete" until they have completed the final exam.

### ***Conduct during an Exam***

Students will be required to conduct an "environment check" in Respondus Monitor prior to beginning each exam. This will include an "ID check". **Students must display their valid UNC Charlotte Student ID during the ID check. No other form of identification will be accepted.** Once the environment check and ID check are complete, you will be directed to begin the exam.

A Canvas announcement with instructions for the entire procedure for the environment and ID checks and conduct during the exam will be provided before each exam.

Each student should behave appropriately during examinations. Respondus Monitor will "flag" instances when students are not actively engaged in taking their exam, look away from the exam, leave the area visible by the webcam, log out and log back into the exam or if there is evidence of other individuals in the room.

The following are examples of violations of exam procedures:

- **Speaking to, emailing or otherwise communicating with anyone other than the Respondus online help staff or the instructor during an exam is not permitted.**
- **The use of financial, scientific and programmable calculators, calculators that accept text, and/or cell phone calculators or any other device with these functions is PROHIBITED during exams. (This includes "wearable" technology such as smart watches.)** See the pdf file in Canvas for examples of acceptable calculators.
- **Possession of a cell phone or any text or class notes in the exam space is PROHIBITED during exams.** (Showing that these items are not in your workspace will be part of your environment check.)
- **Sharing exam questions with anyone for any reason.**
- **Any violation of these policies will result in a zero for the exam.**

### ***Grading and opportunity to review exams***

Exam grades will be available in Canvas as soon as possible after all students have taken the exam. There will be a limited time when the exam will be available for review in Canvas so that students will be able to see which questions were marked as incorrect. Exams will not be reviewed in class. Students who wish to review their exam and the grading of any specific question should make an appointment for an on-line discussion with the instructor.

### ***Homework***

Homework is an important component of the course and is primarily intended to give students an opportunity to practice concepts learned in class and to simulate the types of questions that will be on exams. To make maximum effective use of this practice, students are strongly encouraged to work homework problems on paper, using only their approved calculator, before entering their answers into WileyPlus.

There will be two or three assignments per chapter. The first assignment will be due before the chapter is covered in class and is intended to assess students' understanding of the reading. The later assignments will be due after the chapter is covered in class and is intended to ensure that the concepts emphasized in class are fully understood.

Homework will be completed through Canvas. Students will receive immediate feedback as to whether the assignment was completed correctly. Homework assignments for each chapter will be posted on Canvas with due dates and times prior to the class when the chapter will be discussed. It is the student's responsibility to know the due date and time for homework assignments throughout the term. **Any work submitted after the due date will not receive credit, and no assignments will be dropped when calculating grades.**

The homework grade component will be determined as follows:

Homework Grade = 100 points X (Homework Points Earned / Homework Points Available)

### ***Poll Everywhere Questions***

Each class period, questions will be asked that students can answer with Poll Everywhere. The questions will focus on the material covered in the textbook readings or lecture and the difficulty level will vary. **Students may earn up to 25 points by answering questions correctly** (approximately 1.5 of the 25 points are available per class period). **You must be present in class to receive polling question points.**

The polling question grade component will be determined as follows:

Polling Question Grade = 30 points X Polling Question Points Earned / Polling Question Points Available

### ***Accounting Cycle Review***

The Accounting Cycle is a key learning objective for this course and is critical to understanding how transactions are analyzed, recorded and ultimately reported in financial statements.

All students in this course will complete a **Comprehensive Accounting Cycle Review worth 25 points**. This assignment will be completed on WileyPlus and will be available for students to complete in February. The assignment will be scored in WileyPlus but is separate from the homework points.

## ***Financial Statement Analysis Project***

Understanding and analyzing financial information is a key learning objective for this course and is critical to understanding how financial statement information can be used to assess a company's liquidity, solvency and profitability and various companies in the same industry can be compared. Students will complete a **Financial Statement Analysis Project worth 50 semester points**. More information on the project will be distributed during the semester.

## ***General Expectations***

**Students are expected to come to class prepared.** Textbook chapters are to be read prior to the class period for which they are assigned. **Students are expected to arrive on time for class and remain engaged the entire period.** **Assigned homework is to be completed and submitted on time.**

## ***COVID-19 Precautions***

It is the policy of UNC Charlotte for the Spring 2021 semester that as a condition of on-campus enrollment, all students are required to engage in safe behaviors to avoid the spread of COVID-19 in the 49er community. Such behaviors specifically include the requirement that all students properly wear **CDC-compliant face coverings** while in buildings including in classrooms and labs. Students are only permitted to remove face coverings in classroom or lab settings if I explicitly grant permission to do so and while at an appropriate physical distance from others. **I expect face coverings to be worn properly (covering the mouth and nose) at all times during in-person class attendance and I do not foresee a situation where I will permit their removal.**

- Failure to comply with this policy will result in the student being required to leave the classroom.
- If the student refuses to leave the classroom after being dismissed, the student may be referred to the Office of Student Conduct and Academic Integrity for charges under the [Code of Student Responsibility](#).

As outlined in the class attendance policy above, students are encouraged to attend every class and remain in class for the duration of the session when it is safe to do so in accordance with university guidance regarding COVID-19.

Students are expected to follow the procedures outlined above for absences not related to COVID-19. For absences related to COVID-19, please adhere to the following:

- **Do not come to class if you are sick.** Please protect your health and the health of others by staying home. Contact your healthcare provider if you believe you are ill.
- **If you are sick:** If you test positive or are evaluated by a healthcare provider for **symptoms of COVID19**, alert the University. Representatives from Emergency Management and/or the Student Health Center will follow up with you as necessary, and your instructors will be notified.
- **If you have been exposed** to COVID-19 positive individuals and/or have been notified to self-quarantine due to exposure, alert the University. Representatives from Emergency Management and/or the Student Health Center will follow up with you as necessary, and your instructors will be notified.

To return to class after being absent due to a COVID-19 diagnosis or due to a period of self-quarantine, students should submit an **online request form** to Student Assistance and Support Services (SASS). Supporting documentation can be attached directly to the request form and should be from a student's health care provider or the Student Health Center, clearly indicating the dates of absences and the date the student is able to return to class. Instructors will be notified of such absences.

If you are absent from class as a result of a COVID-19 diagnosis or quarantine, as instructor I make appropriate accommodation for any missed work during the documented absence as noted in the class attendance policy. The final decision for approval of all absences and missed work is determined by the instructor.

### ***Classroom Conduct***

Students are expected to treat the instructor and their fellow students with professional courtesy and respect. Appropriate classroom etiquette and conduct are expected:

- Cell phones should be silenced and only used for responding to Poll Everywhere questions.
- Laptop computers, tablets or phones should be used only for note taking and for accessing class materials. Texting, viewing websites other than course material or checking e-mail is not appropriate.
- Disruptive and/or disrespectful behavior is unacceptable. (This includes sleeping or eating during class.)
- Drinks are permitted in a covered container to prevent spills.
- Talking during a lecture other than to address the class on the topic at hand is not permitted.
- Disrespectful and/or vulgar language is unacceptable.
- ***Inappropriate behavior will result in a student being asked to leave the classroom and may result in grade reduction, at the instructor's discretion.***

### ***Email Communications***

The instructor will generally respond within one to two business days to all emails. If you do not receive a response within this time frame, you should send a follow-up email. Emails that do not include the appropriate elements listed above will most likely not receive a response

The instructor will use Canvas announcements to inform students of important course information and any changes to the course schedule. **Students are responsible for monitoring these Canvas announcements, being aware of their content and following any course-related direction given.**

## ***Academic Integrity***

Students have the responsibility to know and observe the requirements of The UNCC Code of Student Academic Integrity. This code forbids cheating, fabrication or falsification of information, multiple submissions of academic work, plagiarism, abuse of academic materials, and complicity in academic dishonesty. Any special requirements or permission regarding academic integrity in this course will be stated by the instructor and are binding on the students. Academic evaluations in this course include a judgment that the student's work is free from academic dishonesty of any type. Grades in this course, therefore, should be and will be adversely affected by academic dishonesty. Students who violate the code can be expelled from UNCC. The normal penalty for a first offense is zero credit on the work involving dishonesty and further substantial reduction of the course grade. Copies of the code can be obtained from the Dean of Students Office or online.

### **The following are considered violations of the Code (please note that this is not an all-inclusive list):**

1. Communicating with anyone other than the Respondus help staff or the instructor during an exam or quiz (by any media: voice, text, email, mobile phone)
2. Use of any calculator except an approved calculator during exams. (see examples on Canvas)
3. Use of a cell phone, programmable device, internet-accessible or text capable device during exams. (This includes wearable technology such as smart watches.)
4. Not having all devices, textbooks or notes put away, completely out of sight, during all exams. (If these items are not put away, it will be assumed that the student purposely kept them out with the intent of using them during the exam.)
5. Copying another student's answers on any course assignment or exam.
6. Having another student complete your on-line assignment or doing so for someone else.
7. Submitting polling answers for another student or asking another student to submit answers for you.
8. Calling out or sharing a polling question answer before the time for answering has expired.
9. Allowing another student to copy your work/polling question answers/exam answers.
10. Copying and/or sharing the content of an exam with anyone for any reason.

University policy indicates that students are expected to report cases of academic dishonesty to the course instructor.

Students should review the Academic Integrity module in Canvas and complete the quiz at the end of that module to familiarize themselves with the university's policies on this topic.

## ***Statement on Students with Disabilities***

UNC Charlotte is committed to access to education. If you have a disability and need academic accommodations, please provide a letter of accommodation from Disability Services early in the semester. For more information on accommodations, contact the Office of Disability Services at 704-687-0040 or visit their office in Fretwell 230.

## ***Statement on Diversity***

The Belk College of Business strives to create an inclusive academic climate in which the dignity of all individuals is respected and maintained. Therefore, we celebrate diversity that includes, but is not limited to ability/disability, age, culture, ethnicity, gender, language, race, religion, sexual orientation, and socio-economic status.