

**ACTG 121 – Financial Accounting**  
**Skyline College, Fall 2009**

**Instructor:** Guillermo Ortiz

**Office:** 8-313

**Office Hours:** See web site for possible appointment times.

**Web Site:** <http://www.smccd.net/accounts/ortiz/index.html>

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<u>CRN</u>	<u>Department</u>	<u>Course</u>	<u>Section</u>	<u>Days</u>	<u>Time</u>	<u>Room</u>	<u>Units</u>
80008	ACTG	121	AB	TTh	12:35-2:40	8211	4.0

**Course Description:** The objective of this course is to develop your ability to use accounting information to analyze financial statements. Emphasis is on making decisions as individuals external to a business, that is, as investors, owners, creditors, or interested public. Topics will include the basic principles of accounting, accounting procedures, preparation of financial statements, and financial analysis. By the end of the semester you will be able to prepare and analyze balance sheets, income statements, and statements of cash flow.

**Prerequisites:** It is recommended that you take ACTGG 100 before enrolling in ACTG 121. Other recommended courses: MATH 120, CAOT 225, and eligibility for ENGL 836.

**Transfer:** UC, CSU

**Text:** *Financial Accounting*, 7<sup>th</sup> Ed, by Harrison and Horngren, Prentice Hall, bundled with MyAccountingLab student access card.

**Assignments & Exams:** The course schedule lists tentative reading assignments, homework, and exams. Read each chapter and do the assigned homework before coming to class. This course requires substantial preparation for class, and catching up is extremely difficult if you fall behind. All homework will be done in MyAccountingLab (MAL), a companion site to the book. If you buy the book at the Skyline Bookstore it will come bundled with one license to access MAL. If you buy it elsewhere make sure to also purchase the license for MAL. Homework due dates and times can be found in MAL. You must complete the homework by the due date--no exceptions.

**Accounting Lab:** This course requires one lab hour per week. Lab work will include use of spreadsheet software, financial statement analysis, simple and compound interest, time value of money, financial ratios, and homework assignments. Information on lab assignments and schedules will be given in class. The accounting lab is a valuable study resource, with someone always available to offer tutorial assistance. The lab is in room 8209; hours are Monday–Thursday 8 - 8, Fridays 8 - 4:30. Telephone: 738-4247.

### Grading

Homework & Lab	20%	<u>Letter Grades</u> A = 90% - 100%
Quizzes	20%	B = 80% - 89%
Exam 1	15%	C = 70% - 79%
Exam 2	15%	D = 60% - 69%
Exam 3	15%	F = 59% and less
Final	15%	

*The 2008/2009 Skyline Catalog contains policies for student responsibilities and rights (p. 37). Make sure you read and understand them. In particular, violations of academic integrity codes will not be tolerate.*

### Policies

- There will be no make-up exams in this class.
- Late homework will not be accepted.
- Class schedule and assignments are tentative and may change according to course progress.
- Reasonable accommodation will be provided for eligible students with disabilities. Please contact the DSPS office at (650) 738-4280 to obtain a letter of accommodation.
- Cell phones must be turned off before entering the classroom and may not be used as calculators.
- You are responsible for dropping this class; I will not drop you automatically.