

## Syllabus – ACTG 131 OL

**Instructor:** Linda Whitten  
**Class Duration:** 6/2 – 7/24

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### PREREQUISITE & RECOMMENDATIONS:

Prerequisite: ACTG 121 with a grade of C or better or equivalent.  
Recommended: either BUS 120 or MATH 241 or equivalent, CAOT 225 or equivalent

### COURSE DESCRIPTION:

ACTG 131, Managerial Accounting, CRN# 54685, 4 units. The course will be executed on "Connect" an online format which includes narrated lectures, homework problems, lab problems, practice problems, self-quizzes, and exams. If you purchase the text package at Skyline's bookstore, the online content is included. If you purchase a text without the online material, I strongly recommend you purchase the online access.

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Examination of accounting techniques for managers. Includes forecasting, budgeting, cost accounting, break-even analysis, responsibility accounting and other practices which facilitate decision making in an ethical business environment.

*Transfer credit: UC: CSU.*

### STUDENT LEARNING OUTCOMES:

**Upon successful completion of the course the student will be able to:**

- Identify appropriate managerial accounting tools to use in managerial decision making.
- Analyze and use managerial accounting reports to make business decisions.
- Identify and assess ethical corporate behavior.

### TEXTBOOK AND OTHER MATERIALS:

**Required:**

- The text package at the bookstore which includes the Garrison, Noreen and Brewer *Managerial Accounting 14<sup>th</sup> Ed* Chapters 1-13 + **connect plus** (connect access card + the e-book).
- Any American (no foreign) version of *Managerial Accounting 14<sup>th</sup> ed* by Garrison, Noreen and Brewer + purchase of an access card for **connect** (go to the connect site for your class to purchase)
- **Connect Plus** from McGraw-Hill. Includes access to connect and the e-book for one semester (go to the connect site for this class for purchase)
- Students must read the **Wall Street Journal** since relevant articles will be discussed in class. If you wish to subscribe you can purchase a packet for \$15 in the bookstore or go to
- **\*The Wall Street Journal is still only \$1/ week for 10 week summer terms until August 1st 2014 [www.wsj.com/quarter](http://www.wsj.com/quarter)**

You will receive both print and online versions for the same student price. WSJ will ask what school you attend "Skyline College" and then who is your professor and you select "Whitten" I often read mine on my iPad since they have a mobile app is also included.

**ASSIGNMENTS:**

This course will require at least 16 hours of preparation time per week. Time management is essential. You cannot afford to fall behind in assignments; catching up is extremely difficult. I do place deadlines on online materials to help keep you on track. **All deadlines are at 11 pm of the date listed.**

Chapter Lectures are on Connect and are called **narrated slides in "student library"**. I will add additional ones or handouts on chapters where I think it might be useful. Although only selected exercises and problems have been assigned, you should work as many additional exercises and problems as you can. Solutions for extra problems are on the instructor's website. The password is **ACTG131**.

Although I am not grading your homework, it is very important that you do the assignments. Connect will allow you to see the results of your work with detailed solutions. Read each chapter and review the questions before proceeding to the homework. If you feel uncertain about how to do an assignment, you can look at the illustrations in the chapter and follow the format, check solutions to problems not assigned, ask for help in the accounting lab.

You must participate in chapter forums on webaccess. This is required student to student and faculty interaction by the accreditation folks.

**GRADING POLICY:**

**No makeup's** will be given on exams. I will include Quizzes and LearnSmart modules on Connect to help you test yourself. You must also participate in chapter forums on webaccess. These will be 10% of the course grade. Recommended assignment dates are listed on the classroom assignment sheet and deadlines will be attached to each assignment on connect. If you cannot work the exam during that time period, you must make arrangements to take the exam BEFORE that date. **HOMEWORK AND PRACTICE PROBLEMS ARE NOT PART OF YOUR GRADE.** They are assigned to help you succeed in the course.

Exam 1	30%
Exam 2	30%
Exam 3	30%
Quizzes & LearnSmart & forum participation	10%

**Academic integrity** is expected of you at all times (*go to the Skyline College 2013-2014 Catalog page 45 for a full description*). Violation of academic integrity rules will result in academic discipline at Skyline College. The course grade will be based on a weighted numerical average and a final letter grade for the course will be assigned using the standard 90-100 A, 80-89 B, etc.

**CLASS FORMAT:**

This course is an online class. You are expected to read the assignments, use the instructor's website, Connect site for your class, and participate in group discussions on webaccess.

**Withdrawal Policy.** If you wish to withdraw, please go to Websmart and observe the following deadlines:

**RESOURCES:**

If you qualify for accommodations in this class, make sure the instructor gets a copy of your letter from DSPS. If you do not have one, contact DSPS at 738-4280. If you need any other help such as counseling or financial aid, contact the Student Services One Stop Center in Bldg 5.

**CONNECT REGISTRATION INSTRUCTIONS:**

Go to the following web address and click on the "register now" button:



[http://connect.mcgraw-hill.com/class/l\\_whitten\\_summer\\_2014\\_ol](http://connect.mcgraw-hill.com/class/l_whitten_summer_2014_ol)

if you have any trouble with registration, please contact customer support at <http://mpss.mhhe.com>

*These are the suggested dates for assignments. I will open assignments earlier in connect to give you more flexibility in taking the course. SEE CONNECT DATES FOR ONLINE SUBMISSION DEADLINES. You must at least start the assignment before the deadline date otherwise you will be locked out of the assignment. The only dates which I will not allow late submittal are the three exams.*

**131 OL Assignment to be started:**

- 6/2 Introduction and Read Chapter 1
- 6/3 Read Chapter 2
- 6/5 Exercises 2.1, 2.2, 2.3, 2.5, 2.6, 2.8, 2.11; Problem 2.20
- 6/7 Read Chapter 3
- 6/8 Exercises 3.1, 3.2, 3.3, 3.5, 3.6, 3.7; Problems 3.22, 3.24
- 6/11 Read Chapter 4
- 6/12 Exercises 4.11, 4.12, 4.13, 4.14, 4.8; Problems 4A.5, 4A.11
- 6/15 Read Chapter 5
- 6/16 Exercises 5.9, 5.10, 5.11, 5.12; Problems 5.20, 5.21

**Last day to Drop June 9      Last Day to withdraw      July 8**

**6/18 – 6/21            Exam Chapters 1-5**

6/22    Read Chapter 6

6/23    Exercises 6.3, 6.7, 6.9, 6.11, 6.14; Problems 6.16, 6.18

6/26    Read Chapter 7

6/27    Exercises 7.6, 7.7, 7.8, 7.9, 7.11, 7.17, 7.18

6/30    Read Chapter 8

7/1     Exercises 8.7, 8.10, 8.12, 8.13, 8.14 ; Problems 8.16, 8.17, 8.22

7/4     Read Chapter 9

7/5     Exercises 9.4, 9.13, 9.17, 9.18 ; Problem 9.22

**7/6 – 7/9                Exam 2 Chapters 6-9**

7/10    Read Chapter 10

7/11    Exercises 10.6, 10.8, 10.9, 10.10, 10.11

7/14    Read Chapter 11

7/15    Exercises 11.5, 11.6, 11.7, 11.8, 11.9, 11.10; Problems 11.14, 11.15, 11.19

7/17    Read Chapter 12

7/18    Exercises 12.6, 12.7, 12.10, 12.11, 12.14; Problems 12.18, 12.19, 12.21

7/21    Read Chapter 13 & Appendix C

7/22    Exercises 13.7, 13.8, 13.9, 13.11, 13.14; Problems 13.16, 13.17, 13.21

7/23    Exercises 13C.1, 13C.2, 13C.4, 13C.6

**7/24 – 7/26            Exam Chapters 10-13 + Chapter 13 Appendix C**