

BUS 301 INTERMEDIATE ACCOUNTING I Section 01, 02, 03
Tuesdays & Thursdays 9:40 – 11:10 am, 1:50 – 3:20 pm, 3:30 – 5:00 pm
Class Dates: September 4 – December 12, 2008

ROOM	Clow Classroom 45
INSTRUCTOR	Wendy K. Potratz
OFFICE	Clow Faculty 118
PHONE	(920) 424-1454 (office)
E-MAIL ADDRESS	potratzw@uwosh.edu
OFFICE HOURS	10:00 a.m. – 12:00 p.m. Mondays & Wednesdays 11:15 a.m. – 1:15 p.m. Tuesdays & Thursdays (additional hours by appointment)
TEXTS	D.E. Kieso, J.J. Weygandt, and T.D. Warfield, <u>Intermediate Accounting, 12th Ed.</u> , ©2007 <i>Optional: <u>Problem-Solving Survival Guide</u>, Volumes 1 and 2, prepared for use with the Kieso, Weygandt, Warfield textbook</i>
COURSE DESCRIPTION	This course is designed to give students an in-depth understanding of the theory and current practice of financial accounting as it pertains to the assets and the related accounts on the income statement. This course also covers the time value of money, revenue recognition principles, and preparation and analysis of the income statement and balance sheet. Prerequisite: BUS 204 (or BUS 206 & 207) with a grade of C or better and BUS 205 with a grade of C or better, with a combined GPA of 2.3 or better.
COURSE OBJECTIVES	The primary objective of this course is to help you gain an in-depth understanding of the theory and current practice of financial accounting for the asset section of the balance sheet and for the related accounts on the income statement. You will also learn about the format of financial statements, the time value of money, revenue recognition, and some of the ethical dilemmas that arise in the accounting profession. Additionally, you will have opportunities to improve your writing skills. The final objective is to expose you to the complexities of “real life” financial statements through a financial statement analysis project.
DROP DATE	Last day to drop without late drop request form or withdraw form October 17, 2008
WEBSITE	All course related information including homework assignments and exam/quiz dates will be posted regularly on the Desire2Learn website set up for this course. It is extremely important that you become familiar with the use of this website and visit it on a regular basis. The website can be accessed through any computer connected to the Internet. In addition to the posting of all homework information and important dates, the site will include a Grade section in which I will record your graded work. All graded material will be updated weekly in an effort to keep you apprised of your grade standing within the course. https://uwosh.courses.wisconsin.edu/ .

**GRADING
CRITERIA**

REQUIREMENT	Percentage
Exam #1	15%
Exam #2	15%
Exam #3	15%
Exam #4	15%
Quizzes	10%
Homework	5%
Professional Event Summaries (<i>total of 2</i>)	8%
Analysis of Annual Report (<i>total of all 3 parts</i>)	17%
Total	100%

**GRADE
SCALE**

Grade Percentage of Points Grade Percentage of Points

A	92 – 100
AB	87 – 91
B	82 – 86
BC	77 – 81
C	72 – 76
CD	67 – 71
D	60 – 66
F	Below 60

The final grading scale will be no stricter than the above scale and *may* be lowered based on a curve established after the results from the final exam have been determined. Warning: *Do not depend on a curve to obtain a passing grade in the course.*

EXAMS

Exams will consist of hands-on projects and theory questions to be completed during the allotted class time. **If for any reason you must miss a class on which one of the class exams is scheduled, arrangement to make up the exams must be made in advance. If arrangements are not made in advance, a grade of will be granted for that exam. Students may contact the instructor through the central switchboard, the instructor's office phone or via email. The instructor retains the right to lower the ultimate exam grade by a reasonable number of points depending on the excuse given for missing the exam. Documentation will be required for most excused exam absences *Example: Note from the Doctor on office stationary or dated repair slip for vehicle problems.***

QUIZZES

Quizzes totaling 10% of the course grade will be given intermittently throughout the course. Each quiz will be announced in the class prior to its delivery. All quizzes are "closed book" and will consist of multiple choice and short calculation questions. Quizzes must be taken on the day and time scheduled. The lowest quiz score will be dropped in the final grade calculation; therefore, no make-up quizzes will be granted even in the event of an excused absence.

HOMEWORK

You are responsible for preparing answers to the assigned questions, exercises, and problems for each class meeting. To understand accounting and to do well on the exams, it is critical that you prepare answers to the assigned homework -- by the day it is due. Homework is due at the beginning of the class and will be "checked in" by the instructor. The homework will be evaluated in terms of effort and completeness and will be given points of two, one or zero. The two lowest homework grades will be dropped in the final grading process; therefore no points will be given for late assignments, even if accompanied by an excused absence. A read-only set of solutions will be available on the D2L website for the course.

**PROFESSIONAL
EVENT
SUMMARIES**

This assignment requires you to attend two separate events (on or off campus) at which a business professional is speaking on an accounting or other business topic. At least one of the events **MUST** be sponsored by the Accounting Student Club (BAP/IMA). After attending the events, you need to *type* a **ONE** page, double-spaced summary that describes when and where the event took place, who spoke, and what you learned. You each need to write your own summaries using your own words. The due dates for the summaries are listed in the attached semester schedule; however, you may turn in your summaries any time prior to those dates.

NO LATE SUBMISSIONS WILL BE ACCEPTED!!

The grade for each summary will be based on content, organization, and style (proper structure, grammar, spelling, and punctuation).

**ANALYSIS OF
ANNUAL
REPORT**

During the first week of classes, you will be provided with an analysis handout guideline to accompany the Kimberly-Clark 2007 Annual Report. This project will be completed individually (*i.e. this is not a group effort*). The project will be split into three parts with three separate due dates and three handouts that will provide explicit information on the requirements necessary for each portion of the project. *No E-file versions* of the project portions will be available on D2L. **All answers should printed neatly onto the forms distributed.** If you misplace your form, please see me for an additional copy. A hard-copy with neatly printed answers for each portion of the project will be due at the beginning of class on the dates provided in the syllabus.

NO LATE SUBMISSIONS WILL BE ACCEPTED!!

A PDF of the 2007 Annual Report for Kimberly-Clark will be available at the D2L site for the course. Feel free to contact the company via its website to obtain a hardcopy of the annual report.

MISCELLANEOUS

Any student involved in a cheating incident during an in-class exercise will fail the class and have disciplinary charges filed against them. Assignments must be your own independent, original work. If you want full credit for your assignment, do not use work from another course, another's work and do not share your own. If you have questions about acceptable levels of cooperation or have problems understanding the assignments, please see me. If you are not sure if something you are doing is acceptable, it is your responsibility to seek permission before doing it. Lack of understanding is not an excuse with regard to cheating or plagiarism. Students are encouraged to review the procedures related to violations of academic integrity as explained in the current edition of the University of Wisconsin Oshkosh Student Discipline Code. This document can be found on the Dean of Students website at www.uwosh.edu/dean/conduct.htm. If you have a need for test-taking or note-taking accommodations, please see me. If you need to make arrangements due to a religious holiday, discuss it with me in advance.

In addition to the above requirements, you must also attend the Seminar in Professional Development in order to receive a passing grade in this course. Two sessions of this seminar will be offered (details to follow); you **MUST** attend one of the two sessions. The attendance list for the seminar will serve as the grading vehicle (pass/fail) for the event

SCHEDULE:

The worksheet listing the course schedule is provided to a guideline for the chapter coverage, project and exam dates. ***ALL DATES LISTED INCLUDING EXAM DATES ARE SUBJECT TO CHANGE.*** The D2L website for the course will always provide the most up-to-date information regarding homework/exam details.

Dates	Topic	Homework (due on the date listed)
9/4	Intro, Chapter 1	Read Chapter 1
9/9	Chapters 1 & 3	CA1-5, 11, 12, 14, 15 E3-1, 4
9/11	Chapters 3	E3-5, 6 P3-3
9/16	Chapters 3 & 6	E3-16, 18, 20, 22 P3-6 E6-3, 4 (parts b, d)
9/18	Chapter 6	E3-11 P3-9 E6-7, 12, 13, 14
9/23	Chapter 7	P6-1, 8 E7-1, 5, 7, 14, 16 P7-3,6
9/25	Chapter 7	E7-13, 18, 22 P7-4, 8, 13
9/30	<i>Exam I: Chapters 1, 3, 6 & 7</i>	
10/2	Chapter 18	E18-1, 4, 9 P18-7 CA18-8
10/7	Chapter 18	FSA #1 E18-11,13,16 P18-1,8
10/9	Chapter 8	P18-3, 11 E8-5, 10, 15 P8-2, 3
10/14	Chapter 8	Prof. Event #1 E8-23, 24 P8-5, 10, 11
10/16	Chapters 9	P8-4 CA8-11 E9-2, 7, 10, 16
10/21	Chapter 9	E9-20 P9-4, 7, 8 CA9-6
10/23	<i>Exam II: Chapters 8, 9 & 18</i>	
10/28	Chapter 4	E4-2, 5, 8 P4-1, 2
10/30	Chapter 4 & 10	E4-15 P4-3 E10-1, 2, 3, 4, 5, 9 P10-6
11/4	Chapter 10	P4-4 CA4-4 E10-21, 23, 25 P10-9, 10 (a,c)
11/6	Chapter 11	FSA #2 P10-1, 8 E11-1, 2, 9, 11, 13 P11-2
11/11	Chapter 11	E11-16, 17, 21 P11-3, 7, 11
11/13	<i>Exam III: Chapters 4, 10 & 11</i>	
11/18	Chapter 2	E2-1, 3, 5, 7

11/20	Chapter 5	CA2-2 E5-10, 12, 13 P5-1 CA5-5
11/25	Chapter 12	P5-2 E12-1, 9, 12 P12-2
11/27	Thanksgiving Break	<i>A little time off!</i>
12/2	Chapter 12	Prof. Event #2 E12-14, 15, 16, 17 P12-5
12/4	Chapter 17	FSA #3 E12-11 P12-4 E17-2, 3, 4, 6, 7
12/9	Chapter 17	P17-1, 6 E17-12, 16 P17-11 CA17-7
12/11/2008 *Alt 12/10/2008	<i>Exam IV: Chapter 2, 5, 12 & 17</i>	