**BUS 204 Essentials of Financial and Managerial Accounting**

**(Section 008 – Monday & Wednesdays 1:50 to 3:50 p.m.)**
**(Section 007 – Monday & Wednesdays 4:00 to 6:00 p.m.)**
**Class Dates: September 8th to December 18th, 2010**

<table>
<thead>
<tr>
<th><strong>Course Title</strong></th>
<th>BUS 204  Essentials of Financial and Managerial Accounting</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>Section 008 (M/W 1:50 to 3:50 p.m.)</td>
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<tr>
<td></td>
<td>Section 007 (M/W 4:00 to 6:00 p.m.)</td>
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</tbody>
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<thead>
<tr>
<th><strong>Room</strong></th>
<th>Clow 241</th>
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<tr>
<th><strong>Instructor</strong></th>
<th>Coreen (Cori) Thomas</th>
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<tr>
<th><strong>Office</strong></th>
<th>Clow Faculty 126</th>
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<thead>
<tr>
<th><strong>Phone</strong></th>
<th>(920) 424-2091 (office) / (920) 540-3925 (cell)</th>
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<thead>
<tr>
<th><strong>E-mail Address</strong></th>
<th><a href="mailto:thomasc@uwosh.edu">thomasc@uwosh.edu</a></th>
</tr>
</thead>
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<tr>
<th><strong>Office Hours</strong></th>
<th>Before/after class and by appointment</th>
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<tr>
<th><strong>Course Description</strong></th>
<th>This course introduces students to the principles of 1) financial accounting and the preparation, interpretation and analysis of general purpose financial statements for parties external to the organization, and 2) management accounting, the use of accounting information for planning and control, decision making, and the costing of organizational activities. The emphasis is on the use of accounting information rather than the creation of that information. Financial and managerial accounting are covered in roughly equal proportions. Prerequisite: Mathematics 103 or PBIS 187, 188, or 189, or placement into or completion of higher level math, 24 units (crs.), 2.0 GPA, and Business 198 or concurrent enrollment.</th>
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<tr>
<th><strong>Course Objectives</strong></th>
<th>In this course, you will gain knowledge in how financial and managerial accounting information is used by a wide variety of decision makers (e.g., internal users from marketing, human resources, finance, operations management, information systems and external users). The ethical and behavioral aspects of using such accounting information will also be considered. In addition, you will gain experience in communication skills, analysis and creative problem solving, and group work.</th>
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<tr>
<th><strong>Drop Date</strong></th>
<th>Last day to drop without late drop request form – October 22, 2010.</th>
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</table>
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**

<table>
<thead>
<tr>
<th>REQUIREMENT</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Exam #1</td>
<td>19%</td>
</tr>
<tr>
<td>Exam #2</td>
<td>19%</td>
</tr>
<tr>
<td>Exam #3 <strong>cumulative portion</strong></td>
<td>21%</td>
</tr>
<tr>
<td>Quizzes</td>
<td>10%</td>
</tr>
<tr>
<td>Homework</td>
<td>5%</td>
</tr>
<tr>
<td>Monopoly Project &amp; Discussion</td>
<td>6%</td>
</tr>
<tr>
<td>Analysis of Annual Report</td>
<td>10%</td>
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<tr>
<td>Managerial Research Project</td>
<td>10%</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
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**Scale**

Grade, Percentage of Points

- **A** 93 – 100
- **A-** 90 – 92.9
- **B+** 87 – 89.9
- **B** 83 – 86.9
- **B-** 80 – 82.9
- **C+** 77 – 79.9
- **C** 72 – 76.9
- **C-** 67 – 71.9
- **D+** 65 – 66.9
- **D** 63 – 64.9
- **D-** 60 – 62.9
- **F** Below 60

**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 crucial that you prepare answers to the assigned homework -- by the day it is due. Most days, homework will be evaluated in terms of effort and completeness. 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. **Solutions manuals are available on reserve in the Polk Library.**

**Quizzes**

Quizzes totaling 10% of the course grade will be given intermittently throughout the course. All quizzes will consist of multiple choice, true/false, 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.
**MISCELLANEOUS**

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.

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 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.

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](http://www.uwosh.edu/dean/conduct.htm).

**MONOPOLY PROJECT & DISCUSSION**

You will be responsible for a Monopoly project during the course of this class. The resulting project will produce journal entries, T-accounts, show interest/depreciation, and demonstrate the student’s ability to create the necessary financial statements. A brief discussion will conclude the project. The handout will give explicit information on the requirements necessary for this portion of the coursework.

**ANALYSIS OF ANNUAL REPORT**

During the semester, you will be provided with an analysis handout guideline to accompany an instructor selected Annual Report. This project will be completed individually (*i.e. this is not a group effort*). The handout will give explicit information on the requirements necessary for this portion of the coursework.

**MANAGERIAL RESEARCH PROJECT**

During the semester you will be required to complete a managerial accounting research project. This project will be completed individually (*i.e. this is not a group effort*). The resulting research paper is to be typed in good form with an introduction, development and conclusion. The estimated length of the paper will be between four to six pages narrative with at least one appendix for the Cost Analysis table with other appendices optional.

**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 an exam that you are signed up/scheduled for, arrangements to make up the exam must be made in advance.* If arrangements are not made in advance, a grade of 0 will be granted for that exam (no exceptions). Students may contact the instructor’s cell/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.*
**SCHEDULE:**

The topic list, which follows, is provided as a guideline for chapter coverage 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.

<table>
<thead>
<tr>
<th>Dates</th>
<th>Topic</th>
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<tbody>
<tr>
<td>09/08</td>
<td>Chapter 1</td>
</tr>
<tr>
<td>09/13</td>
<td>Chapters 1 &amp; 2</td>
</tr>
<tr>
<td>09/15</td>
<td>Chapters 2 &amp; 3</td>
</tr>
<tr>
<td>09/20</td>
<td>Chapters 3 &amp; 4</td>
</tr>
<tr>
<td>09/22</td>
<td>Chapters 4 &amp; 5</td>
</tr>
<tr>
<td>09/27</td>
<td>Chapters 5 &amp; 6</td>
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<tr>
<td>09/29</td>
<td><em>Monopoly Project</em></td>
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<td>10/04</td>
<td><em>Monopoly Project</em></td>
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<tr>
<td>10/06</td>
<td>Chapters 6 &amp; 7</td>
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</tbody>
</table>
| 10/11 | Chapter 7 & Review  
  *Monopoly Project Due*  
  **Exam I:**  
  *Analysis of Annual Report*  
  Ch. 1, 2, 3, 4, 5, 6 & 7  
  **No class**  
  **10/13** |
| 10/18 | Chapter 8  
  *Analysis of Annual Report*  
  **10/25** |
| 10/20 | Chapter 9  
  **10/27** |
| 11/01 | Chapter 12  
  **11/03** |
| 11/08 | Chapter 13 & Review  
  **Exam II**  
  Ch. 8, 9, 10, 11, 12 & 13  
  **No class**  
  **11/10** |
| 11/15 | *Analysis of Annual Report DUE*  
  **11/17** |
| 11/22 | Chapter 3  
  **11/24** |
| 11/29 | Chapter 4  
  **12/01** |
| 12/06 | Chapter 5  
  *Managerial Research Project DUE*  
  **12/08** |
| 12/13 | Chapter 11  
  **12/15** |
| 12/13 | Chapter 11 & Review  
  **Exam III:**  
  Ch. 1, 2, 3, 4, 5, 7, 11 & cumulative  
  **No class** |

**Dates** | **Topic** |
|---------|----------|
| 11/15 | Chapter 1  
  **Exam III:**  
  Ch. 1, 2, 3, 4, 5, 7, 11 & cumulative  
  **No class** |
| 11/17 | Chapter 2  
  **Exam III:**  
  Ch. 1, 2, 3, 4, 5, 7, 11 & cumulative  
  **No class** |
| 11/22 | Chapter 3  
  **Exam III:**  
  Ch. 1, 2, 3, 4, 5, 7, 11 & cumulative  
  **No class** |
| 11/24 | Thanksgiving Break  
  **Exam III:**  
  Ch. 1, 2, 3, 4, 5, 7, 11 & cumulative  
  **No class** |
| 11/29 | Chapter 4  
  **Exam III:**  
  Ch. 1, 2, 3, 4, 5, 7, 11 & cumulative  
  **No class** |
| 12/01 | Chapter 5  
  **Exam III:**  
  Ch. 1, 2, 3, 4, 5, 7, 11 & cumulative  
  **No class** |
| 12/06 | Chapter 7  
  **Managerial Research Project DUE**  
  **Exam III:**  
  Ch. 1, 2, 3, 4, 5, 7, 11 & cumulative  
  **No class** |
| 12/08 | Chapter 11  
  **Exam III:**  
  Ch. 1, 2, 3, 4, 5, 7, 11 & cumulative  
  **No class** |
| 12/13 | Chapter 11 & Review  
  **Exam III:**  
  Ch. 1, 2, 3, 4, 5, 7, 11 & cumulative  
  **No class** |
| 12/15 | **Exam III:**  
  Ch. 1, 2, 3, 4, 5, 7, 11 & cumulative  
  **No class** |