



## DEPARTMENT OF BUSINESS AND OFFICE ADMINISTRATION

### COURSE OUTLINE – WINTER 2020

#### BA1120 (C3): Principles of Accounting - 3 (3-0-2) 75 hours for 15 weeks

**INSTRUCTOR:** Amanda Pollock                      **PHONE:** 780-539-2815  
**OFFICE:** E310                                              **E-MAIL:** [apollock@gprc.ab.ca](mailto:apollock@gprc.ab.ca)  
**OFFICE HOURS:** By appointment

#### **WINTER 2021 DELIVERY:**

Remote Delivery. This course is delivered remotely. There are no face-to-face or onsite requirements. Students must have a computer with a webcam and reliable internet connection.

Technological support is available through [helpdesk@gprc.ab.ca](mailto:helpdesk@gprc.ab.ca)

Note: GPRC reserves the right to change the course delivery.

#### **CALENDAR DESCRIPTION:**

The course provides further examination of accounting procedures and their underlying concepts and principles. Additional standards and problems of valuation, income measurement, and disclosure in financial statements are introduced.

#### **PREREQUISITE:**

BA 1110

#### **REQUIRED TEXT/RESOURCE MATERIALS:**

Larson, K.; Jensen, T., Dieckmann, H., *Fundamental Accounting Principles, Volume 2*, Sixteenth Canadian Edition, McGraw-Hill Ryerson, 2019. ISBN10: 126030583X | ISBN13: 9781260305838. This ISBN includes the *Connect* online learning system. The *Connect* online learning system is a requirement for this course. **The text will be used extensively in each class for this course.**

#### **DELIVERY MODE(S):**

For each topic listed, there will be a classroom lecture/discussion and a demonstration of related accounting procedures. Relevant textbook readings and problems will be assigned. This is a 3 credit course with 3 lecture and 2 lab hours per week. You will supplement your studying with *Connect*. Assignments will be completed on *Connect*.

**COURSE OBJECTIVES:**

This course introduces student to the following accounting topics:

- Current Liabilities
- Partnerships
- Organization and Operation of Corporations
- Corporate Reporting: Profit, Earnings per share, and Retained Earnings
- Bonds and Long-term notes payable
- Accounting for Debt and Share Investments
- Reporting and Analyzing Cash Flows
- Analyzing Financial Statements
- Payroll Liabilities

**LEARNING OUTCOMES:**

Upon completion of this course the student will be able to:

- Describe the characteristics of liabilities and contrast current and long-term liabilities.
- Prepare entries to account for known and estimated liabilities.
- Identify the characteristics of partnerships. Prepare entries for the formation of a partnership, the allocation of partnership income or loss, the admission or withdrawal of a partner, and the liquidation of a partnership.
- Identify the characteristics of corporations. Describe and contrast the specialized components of corporate financial statements. Account for the organization and operations of corporations including recording the issuance of shares, cash and share dividends, share splits and retirement of shares.
- Explain the form and content of a corporate income statement with continuing and discontinued operations, comprehensive income and earnings per share.
- Prepare entries for long-term notes payable and the issuance and retirement of bonds payable.
- Identify and describe the investment classifications. Account for and report non-strategic investments and investments in associates.
- Describe and prepare a statement of cash flows using the indirect method.
- Explain and apply methods of financial statement analysis including horizontal, vertical and ratio analysis.
- Make calculations necessary to prepare a Payroll Register and prepare entries to record and pay payroll. Calculate payroll costs levied on employers and prepare the entries to record the accrual and payment of these amounts.

## TRANSFERABILITY:

Please consult the Alberta Transfer Guide for more information. You may check to ensure the transferability of this course at the Alberta Transfer Guide main page <http://www.transferalberta.ca>.

**\*\* Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability**

## EVALUATIONS:

Assignments	15%
Quizzes (2 @ 5%)	10%
Term Test #1	20%
Term Test #2	20%
Final Examination	<u>35%</u>
Total	<u>100%</u>

\* In order to receive credit for BA1120, you **must achieve** a course composite grade of at least a “D” (50%).

## ASSIGNMENT, QUIZ, TEST AND EXAM POLICIES:

- Assignments must be submitted by the due date. Late assignments will not be accepted and will receive a grade of zero.
- Quizzes will be given throughout the semester. Unexcused absences during a test will earn a grade of zero. For excused absences, the weighting of the test may be transferred to the final exam at the instructor’s discretion. Note: Students with absences in excess of 6 classes will be refused the ability to move test weighting to the final exam. No re-writes will be granted for missed exams or unsuccessful attempts.
- Calculators and approved translation devices are the only electronic devices allowed during quizzes, major tests or the final exam. **Cell phone calculators may not be used in examinations.**
- Final exams will be written in the gym as scheduled by the Registrar during the exam period from April 14-22, 2021. **Do not plan activities or trips during this period.** Re-writes for the final exam will not be granted and any unexcused absences will earn a grade of zero.

**GRADING CRITERIA:**

Please note that most universities will not accept your course for transfer credit **IF** your grade is **less than C-**. Grades will be assigned on a Letter Grading System using the following conversion chart:

Alpha Grade	4-point Equivalent	Percentage Guidelines	Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	90-100	C+	2.3	67-69
A	4.0	85-89	C	2.0	63-66
A-	3.7	80-84	C-	1.7	60-62
B+	3.3	77-79	D+	1.3	55-59
B	3.0	73-76	D	1.0	50-54
B-	2.7	70-72	F	0.0	00-49

**COURSE SCHEDULE/TENTATIVE TIMELINE:**

<u>Week</u>	<u>Topic</u>	<u>Required Reading</u>
1	Current Liabilities	Chapter 10
2	Partnerships	Chapter 11
3	Organizing Corporations	Chapter 12
4-5	Corporate Reporting	Chapter 13
<b>Monday, Feb. 8</b>	<b>Term Test #1</b>	<b>Chapters 10 – 13</b>
6	Bonds and Long-term notes	Chapter 14
7	<i>Family Day/Winter Break</i>	<i>February 15 – 19</i>
8 - 9	Accounting for Debt and Share Investments	Chapter 15
<b>Monday, March 8</b>	<b>Term Test #2</b>	<b>Chapters 14 – 15</b>
10 – 11	Reporting and Analyzing Cash Flows	Chapter 16
12 – 13	Analyzing Financial Statements	Chapter 17
13 – 14	Payroll Liabilities	Appendix 1
<b>15</b>	<b><u>COMPREHENSIVE</u></b> <b>FINAL EXAM</b>	<b>Chapters 10 – 17 &amp; Appendix 1</b>

**The above course schedule is approximate and may vary slightly at the discretion of the instructor.**

## **STUDENT RESPONSIBILITIES:**

### **Attendance:**

Students are expected to attend all scheduled classes, arrive on time, and remain for the duration of the activities. Frequent tardiness may be treated as an absence. Students with absences in excess of 6 classes may be refused permission to write the final exam. For more information, please refer to the Academic Regulations on Debarred from Exams at <https://www.gprc.ab.ca/programs/grading-systems.html>.

### **Time Management:**

The expectation for this course is that students read the material and attempt the exercises prior to class. Adopting and adhering to effective learning habits in this course will likely take up a great deal of time so students are encouraged to plan their schedule accordingly. It is difficult for students to catch up once they fall behind schedule.

### **Recording:**

Recording lectures or taking photos in class is prohibited unless advance permission is obtained from the instructor and any guest presenter(s). In the event permission is granted, such recordings may only be used for individual study, and may not be reproduced, transferred, distributed or displayed in any public manner.

## **STATEMENT ON PLAGIARISM AND CHEATING:**

Cheating and plagiarism will not be tolerated and there will be penalties. For a more precise definition of plagiarism and its consequences, refer to the Student Conduct section of the College Admission Guide at <http://www.gprc.ab.ca/programs/calendar/> or the College Policy on Student Misconduct: Plagiarism and Cheating at <http://www.gprc.ab.ca/about/administration/policies/>

\*\*Note: all Academic and Administrative policies are available on the same page.