ACCT 2302 Principles of Accounting II
Spring 2017

INSTRUCTOR: Dr. Stephanie Rasmussen **EMAIL:** srasmuss@uta.edu
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OFFICE HOURS: Tues/Thurs 11:30am-12:20pm or by appointment

FACULTY PROFILE: https://www.uta.edu/profiles/stephanie-rasmussen

SECTION INFORMATION: Acct 2302-003
TIME AND PLACE OF CLASS MEETINGS: Tues/Thurs 2:00pm – 3:20pm COB 241

Welcome to Acct 2302! I am looking forward to spending this semester with you. I would appreciate hearing any feedback you have about the course as the semester progresses. I highly value student feedback as I work to continually improve Acct 2302 for future semesters.

DESCRIPTION OF COURSE CONTENT: A study of managerial accounting concepts and techniques. Topics include cost behavior, budgeting, responsibility accounting, and product costing.

COURSE PREREQUISITE: ACCT 2301 with a grade of C or higher.

STUDENT LEARNING OUTCOMES: The primary objective of this course is to help students understand how managerial accounting information helps managers in decision-making. This course introduces students to basic managerial accounting concepts, cost, volume, profit analysis, budgeting, and decision making. Specific learning outcomes for students in this course include:

- Being able to identify and compare the users and uses of financial statements and managerial statements.
- Being able to define cost concepts and classification including product cost, period costs, and cost behaviors.
- Being able to compare and contrast the job order and process costing systems.
- Being able to understand the concepts and application of activity based costing.
- Being able to prepare operating and cash budgets.
- Being able to identify the relevant costs to use a decision-making model including capital budgeting.

REQUIRED TEXTBOOKS AND OTHER COURSE MATERIALS:

- **Textbook and MyAccountingLab:** Horngren's Financial and Managerial Accounting (Miller-Nobles, Mattison & Matsumura 5th Ed. Pearson 2016).

  Students should pick only one of the following:
  1. Online version only (eText) -accessible with Pearson MyAccountingLab Access Code – ISBN 9780133877601
  2. Binder version of the textbook + Pearson MyAccountingLab Access Code –ISBN 9780134078908
  3. Hardcover version of the textbook + Pearson MyAccountingLab Access Code – ISBN 9780134077345

  All quizzes, homework assignments, and dynamic study modules will be completed through MyAccountingLab.

- **Scantrons:** One form 882-E is needed for each exam. Please bring 5 scantron forms to me as soon as possible, BEFORE the first exam. (Do not put your name on the scantrons. Clip them with a paper clip and attach a piece of paper to the scantrons with your name on the paper.)
- **Blackboard:** We will use Blackboard for online management of this course, and you can access MyAccountingLab directly from our class Blackboard page.

CLASS PREPARATION AND STUDY TIPS:
*Beyond the time spent in class, students should expect to spend an additional **9-12 hours per week** in course-related activities (e.g., reading assignments, quizzes, homeworks, preparing for exams).

Before Class: Check the Course Schedule at the end of the syllabus to see what is assigned for a given class day. The Course Schedule notes that day's reading assignment, and the Power Point slides related to each chapter's lecture are available within the relevant chapter's folder in the *Course Materials* section of Blackboard. I strongly encourage you to download or print out the lecture slides and bring them to class. You should read the assigned text material for each class period, which will aid in your understanding of the material. Lectures are intended to *supplement* the assigned reading and will not be comprehensive. Also watch any chapter videos noted on the Course Schedule (see details in the Videos section of the syllabus). Videos are located within the relevant chapter's folder in the *Course Materials* section of Blackboard, and they discuss chapter concepts or show you how to work out select problems from the end of the chapter.

During Class: Please come to class prepared to ask questions regarding any concepts from the chapter that you do not understand. We will use the Power Point slides as an outline for our class discussions and spend a lot of time working problems in class. In-class problems are noted in the lecture slides, and most of the problems come from our textbook. Thus, it would be helpful for you to bring your textbook to class. A few of the in-class problems are created by me and saved as handout problems in the relevant chapters' folders in *Course Materials*. Please bring these handout problems to class for their chapter lectures. Unlike many courses, accounting cannot be learned by reading and watching someone else explain, discuss and illustrate concepts and work problems. *You must become actively involved! I strongly encourage you to re-work the problems we cover in class.*

Those who do well in accounting generally and in this accounting course specifically are usually those students who have mastered the course material and can demonstrate that by working problems similar to those assigned in the class. *Your skill and speed at solving problems is probably the best indication of the extent to which you have reached the goals of the class*.

After Class: In addition to studying your class notes and re-working in-class problems, our textbook and MyAccountingLab have several tools that can help you study and better learn the material covered in each chapter. I specifically recommend the following for each chapter:

1. **Try It! Problems**: Brief Try It! problems are embedded in the chapter and test your knowledge of the chapter material just presented. Solutions are available at https://media.pearsoncmg.com/ph/bp/bridgepages/bp_horngren_bridgepage/nobles_finman5e/nobles_finman5e.html
2. **Chapter Review Section:** Located at the end of the chapter, Review includes *Things You Should Know* (a summary of important chapter concepts), and *Summary Problem* (a comprehensive problem immediately followed with detailed solutions).
3. **Dynamic Study Modules:** In MyAccountingLab, there are separate Dynamic Study Module assignments for each chapter (ungraded). Dynamic Study Modules are adaptive learning tools that identify the most important learning objectives for each student to master at a given point in time. Dynamic Study Modules also know when students are likely to forget specific information and bring

that content back so students can advance the knowledge from their short-term to their long-term memory. Pearson claims that the tool is proven to improve academic performance.

DESCRIPTIONS OF MAJOR ASSIGNMENTS AND EXAMINATIONS

Pre-Quiz: MyAccountingLab contains a quiz for each chapter called Pre-Quiz. You will be required to complete the Pre-Quiz BEFORE we discuss the chapter in class, and you will receive a grade. You are allowed one submission attempt per quiz. After beginning a quiz, you can save it for later. However, you cannot access previously answered questions once you return to the quiz. The Pre-Quiz for each chapter must be completed by **2:00 PM Central Time by the date listed on the Course Schedule**. You will not be able to complete the Pre-Quiz after the due date has passed, and there will be no opportunities to makeup missed Pre-Quiz assignments. There are 11 Pre-Quizzes worth 5 points each. Your lowest Pre-Quiz grade will be dropped from the Course Point Distribution when calculating your grade for the course, resulting in 50 possible points available from Pre-Quizzes.

Homework Assignments: MyAccountingLab also contains an assignment for each chapter called Homework. You will be required to complete the Homework problems, and you will receive a grade. You have unlimited submission attempts per homework. The homework assignment for each chapter must be completed by **2:00 PM Central Time by the date listed on the Course Schedule**. You will not be able to complete the homework after the due date has passed, and there will be no opportunities to makeup missed homework assignments. These homework assignments are designed to be a "learning experience" to help reinforce those skills necessary to do well on the examinations. *You must follow the problem instructions for inputting your answer or the system will mark it wrong*. There are 11 Homeworks worth 10 points each. Your lowest Homework grade will be dropped from the Course Point Distribution when calculating your grade for the course, resulting in 100 possible points available from Homeworks.

Pinterest Assignment: The Pinterest assignment will involve gathering information from the Internet related to the managerial accounting topics we cover and also reviewing the information gathered by fellow students in the class. Detailed information about the assignment will be given in a separate document. This assignment is worth 28 points.

Exams: Five exams will be administered during the semester as per the attached Course Schedule. Exams 1 thru 4 will cover material from specific chapters as noted on the schedule. The fifth exam will be a Comprehensive Final Exam. The best preparation for all of the exams will be: 1) careful reading of the text material, 2) working all assigned homework problems in MyAccountingLab, 3) completing all of the Pre-Quizzes in MyAccountingLab, 4) completing all of the Dynamic Study Modules in MyAccountingLab, 5) use of the MyAccountingLab website supplementary materials (DemoDocs, Videos, Study Plan, etc.), and 6) practice with any supplemental problems and materials provided by me. Additionally, review of the key terms and review problems provided at the end of each chapter of the textbook will be helpful.

Please note the following:

a. When you take an Exam, the grade will be recorded and **CANNOT** be dropped.
b. If you miss an Exam for any reason, a zero will be recorded. If you miss an Exam, your percentage score on the Comprehensive Final Exam will replace the previously recorded zero. This substitution can occur for only one missed exam. Any other missed exam (regardless of the reason for missing the exam) will retain the recorded score of zero. **Make-up exams are not given except as required by the University.**
c. The Exam dates are listed on the attached Course Schedule. Please be advised that the dates are subject to change. Any change will be announced in class as well as via an Announcement on Blackboard.

Exam Rules:

a. Exam day seating assignments will be random and different than your normally assigned seat.
b. ***I will provide all scantrons, pencils, and calculators on exam days. Students should carry nothing with them to their assigned seat on exam day. All personal belongings must be placed on the side of front of the classroom during the exam.***
c. Phones and Electronic Devices: On exam days, please turn off your cellular phones and/or other electronic devices and place them in your bag placed on the side or font of the classroom
d. No books or notes may be used during exams.
e. No "scratch" paper is allowed in the examination, unless it has been provided by the instructor.
f. I reserve the right to seat and/or re-seat any student before or during an exam.
g. Please come to class five (5) minutes early on exam days.
h. You ***must be prepared to present some form of personal identification that includes your picture*** (your student ID or driver's license) at the regular exams and the final exam.
i. Once a regular exam or final exam has started, ***no student may leave the examination room*** until he or she has finished the exam and turned it in to the exam proctor.
j. ***Any exam that is removed from the exam proctor's presence will receive an automatic grade of zero.***
k. At the end of exams all outstanding exams will be collected and you must leave the room. If you do not relinquish your exam upon my request and prior to my departure from the room, a zero will be recorded for your exam grade.

ATTENDANCE: At The University of Texas at Arlington, taking attendance is not required but attendance is a critical indicator in student success. Each faculty member is free to develop his or her own methods of evaluating students' academic performance, which includes establishing course-specific policies on attendance. As the instructor of this section, I do not take regular attendance. However, while UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients "begin attendance in a course." UT Arlington instructors will report when students begin attendance in a course as part of the final grading process. Specifically, when assigning a student a grade of F, faculty report the last date a student attended their class based on evidence such as a test, participation in a class project or presentation, or an engagement online via Blackboard. This date is reported to the Department of Education for federal financial aid recipients. ***Announcements may be made and supplemental material will be provided in class*****, and students are responsible for these, irrespective of attendance or nonattendance at the time of announcement.**

GRADING: Course grades will be assigned based on the total number of points earned during the semester. Points are allocated according to the following:

Points Distribution for Grading			**Grading Scale**		
Pre-Quizzes (10 x 5 pts)	50 points		A	700 – 778 points	≥ 90%
Homeworks (10 × 10 pts)	100 points		B	622 – 699 points	≥ 80%
Pinterest assignment	28 points		C	545 – 621 points	≥ 70%
Exam 1	100 points		D	467 – 544 points	≥ 60%
Exam 2	100 points		F	0 – 466 points	< 60%
Exam 3	100 points				
Exam 4	100 points				
Comprehensive Common Final Exam	200 points				
Total	**778 points**				

Students are expected to keep track of their performance throughout the semester and seek guidance from available sources (including the instructor) if their performance drops below satisfactory levels.

All grades will all be maintained in the Blackboard gradebook. No final grade will be released by phone or email. Final grades will be posted in Blackboard once the semester is complete.

DROP POLICY: The last day to drop this course is March 31, 2017.
Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance**. Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (http://wweb.uta.edu/aao/fao/).

ABSENCES BASED ON RELIGIOUS BELIEFS: A student who misses an examination or other assignment due to the observance of a religious holy day will be given the opportunity to complete the work missed. To be eligible for this opportunity, the student must notify me in writing of exams scheduled on dates he or she will be absent to observe a religious holy day. Notification must be made within the first fifteen (15) calendar days of the semester by written correspondence, delivered to me, and acknowledged as received by me.

DISABILITY ACCOMMODATIONS: UT Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including *The Americans with Disabilities Act (ADA), The Americans with Disabilities Amendments Act (ADAAA),* and *Section 504 of the Rehabilitation Act.* All instructors at UT Arlington are required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of disability. Students are responsible for providing the instructor with official notification in the form of **a letter certified** by the Office for Students with Disabilities (OSD). Only those students who have officially documented a need for an accommodation will have their request honored. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting:

- **The Office for Students with Disabilities, (OSD)** www.uta.edu/disability or calling 817-272-3364. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability.
- **Counseling and Psychological Services, (CAPS)** www.uta.edu/caps/ or calling 817-272-3671 is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives.

NON-DISCRIMINATION POLICY: The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit uta.edu/eos.

TITLE IX: The University of Texas at Arlington ("University") is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex

discrimination and will not be tolerated. *For information regarding Title IX, visit* www.uta.edu/titleIX or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or jmhood@uta.edu.

GRADE GRIEVANCES: Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current undergraduate / graduate catalog. For undergraduate courses, see http://catalog.uta.edu/academicregulations/grades/#undergraduatetext .
ACADEMIC INTEGRITY: Students enrolled all UT Arlington courses are expected to adhere to the UT Arlington Honor Code:

> *I pledge, on my honor, to uphold UT Arlington's tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.*
>
> *I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.*

UT Arlington faculty members may employ the Honor Code in their courses by having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents' Rule* 50101, §2.2, suspected violations of university's standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student's suspension or expulsion from the University. Additional information is available at https://www.uta.edu/conduct/.

As the instructor of this course, I require all students to sign an academic integrity statement for each exam.

ELECTRONIC COMMUNICATION: UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at http://www.uta.edu/oit/cs/email/mavmail.php.

CAMPUS CARRY: Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit http://www.uta.edu/news/info/campus-carry/

STUDENT FEEDBACK SURVEY: At the end of each term, students enrolled in face-to-face and online classes categorized as "lecture," "seminar," or "laboratory" are directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student's feedback via the SFS database is aggregated with that of other students enrolled in the course. Students' anonymity will be protected to the extent that the law allows. UT Arlington's effort to solicit, gather, tabulate, and publish student feedback is required by state law and aggregate results are posted online. Data from SFS is also used for faculty and program evaluations. For more information, visit http://www.uta.edu/sfs.

FINAL REVIEW WEEK: For semester-long courses**,** a period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes,

research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus*. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

CANCELLATION OF CLASSES: In the event that weather or other conditions are such that normal campus operations could be impeded, the administration of the University will determine whether classes will be canceled or delayed. Please continue to monitor your e-mail for *MavWire EXTRA* notices that will provide the latest information. Notices will also be posted on the University's home page and will be distributed to local media outlets. Additionally, the University's Emergency Information Hotline at 1-866-258-4913 always has the current status of all operations. We will have class on all days that the University is open.

EMERGENCY EXIT PROCEDURES: Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit. I suggest turning right when you exit the classroom, proceeding down the hall, and then using the staircase on the right. If you are in need of a handicapped accessible exit, see me for instructions. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.

STUDENT SUPPORT SERVICES:

- UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at http://www.uta.edu/universitycollege/resources/index.php.
- **The IDEAS Center (**2nd Floor of Central Library) offers **free** tutoring to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. To schedule an appointment with a peer tutor or mentor email IDEAS@uta.edu or call (817) 272-6593.
- **The English Writing Center (411LIBR)**: The Writing Center Offers free tutoring in 20-, 40-, or 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Our hours are 9 am to 8 pm Mon.-Thurs., 9 am-3 pm Fri. and Noon-6 pm Sat. and Sun. Register and make appointments online at http://uta.mywconline.com. Classroom Visits, workshops, and specialized services for graduate students are also available. Please see www.uta.edu/owl for detailed information on all our programs and services.
- The Library's 2nd floor Academic Plaza offers students a central hub of support services, including IDEAS Center, University Advising Services, Transfer UTA and various college/school advising hours. Services are available during the library's hours of operation. http://library.uta.edu/academic-plaza

Emergency Phone Numbers: In case of an on-campus emergency, call the UT Arlington Police Department at **817-272-3003** (non-campus phone), **2-3003** (campus phone). You may also dial 911. Non-emergency number for UT Arlington Police Department is 817-272-3381.

COURSE SCHEDULE

As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course. Schedule adjustments will be communicated either by verbal or written statement –Stephanie Rasmussen

Date	Day	Topic/Reading	Due by 2:00pm
1/17	Tues	Syllabus and Introduction to the course	
1/19	Thurs	Ch 16 – Introduction to Managerial Accounting	Ch 16 Pre-Quiz
1/24	Tues	Ch 16 – Introduction to Managerial Accounting, Ch 16 Video	
1/26	Thurs	Ch 17 – Job Order Costing	Ch 17 Pre-Quiz, Pinterest Video and Join Unit 1 Pinterest board
1/31	Tues	Ch 17 – Job Order Costing, Ch 17 Video	Ch 16 Homework
2/2	Thurs	Ch 18 – Process Costing	Ch 18 Pre-Quiz
2/7	Tues	Ch 18 – Process Costing, Ch 18 Video	Ch 17 Homework, Unit 1 Pinterest
2/9	**Thurs**	**Exam 1, Chapters 16, 17, & 18**	Ch 18 Homework
2/14	Tues	Ch 19 – Cost Management Systems	Ch 19 Pre-Quiz
2/16	Thurs	Ch 19 – Cost Management Systems, Ch 19 Video	
2/21	Tues	Ch 20 – Cost-Volume-Profit Analysis	Ch 20 Pre-Quiz
2/23	Thurs	Ch 20 – Cost-Volume-Profit Analysis, Ch 20 Video	Ch 19 Homework
2/28	Tues	Ch 21 – Variable Costing	Ch 21 Pre-Quiz
3/2	Thurs	Ch 21 – Variable Costing, Ch 21 Video	Ch 20 Homework, Unit 2 Pinterest
3/7	**Tues**	**Exam 2, Chapters 19, 20, & 21**	Ch 21 Homework
3/9	Thurs	Ch 22 – Master Budgets	Ch 22 Pre-Quiz
3/14	Tues	*Spring Break*	
3/16	Thurs	*Spring Break*	
3/21	Tues	Ch 22 – Master Budgets	
3/23	Thurs	Ch 22 – Master Budgets, Ch 22 Video	
3/28	Tues	Ch 23 – Flexible Budgets and Standard Costing	Ch 23 Pre-Quiz
3/30	Thurs	Ch 23 – Flexible Budgets and Standard Costing, Ch 23 Video	Ch 22 Homework
3/31	Fri	*Last Day to Drop*	
4/4	Tues	Ch 24 – Responsibility Accounting & Performance Evaluation	Ch 24 Pre-Quiz
4/6	Thurs	Ch 24 – Responsibility Accounting & Performance Evaluation, Ch 24 Video	Ch 23 Homework, Unit 3 Pinterest
4/11	**Tues**	**Exam 3, Chapters 22, 23, & 24**	Ch 24 Homework
4/13	Thurs	Ch 25 – Short-term Business Decisions	Ch 25 Pre-Quiz
4/18	Tues	Ch 25 – Short-term Business Decisions, Ch 25 Video	
4/20	Thurs	Ch 26 – Capital Investment Decisions	Ch 26 Pre-Quiz
4/25	Tues	Ch 26 – Capital Investment Decisions, Ch 26 Video	Ch 25 Homework, Unit 4 Pinterest
4/27	**Thurs**	**Exam 4, Chapters 25 & 26**	Ch 26 Homework
5/2	Tues	Final Exam Review	
5/4	Thurs	Final Exam Review	
5/11	**Thurs**	**Departmental Final Exam, 5:30pm-8:00pm, Location to be announced**	

Student Registration Instructions
MyLab & Modified Mastering with Blackboard

Enter Your Blackboard Course:

1. Sign in to Blackboard and enter your Blackboard course.
2. Select the MyAccountingLab link on th e left side of the screen. Then click on any Pearson link that appears in the top area of the Pearson's MyLab and Mastering Tools page.

If you took Acct 2301 at UTA, you all already have a Pearson account for our textbook (you do not need to buy another one). Follow Step 1 below to gain access to MyAccountingLab for Acct 2302.

Get Access to Your Pearson Course Content:

1. Enter your Pearson account **username** and **password** to **Link Accounts**. You have an account if you have ever used a Pearson MyLab & Mastering product, such as MyMathLab, MyITLab, MySpanishLab, MasteringBiology or MasteringPhysics.

   - If you don't have a Pearson account, select **Create** and follow the instructions.

2. Select an access option:
   - Enter the access code that came with your textbook or was purchased separately from the bookstore.
   - Buy access using a credit card or PayPal account.
   - If available, get temporary access by selecting the link near the bottom of the page.

3. From the You're Done page, select **Go to My Courses**.

Note: We recommend you always enter your MyLab & Modified Mastering course through Blackboard.

Get Your Computer Ready

For the best experience, check the system requirements for your product at:
http://www.pearsonmylabandmastering.com/system-requirements/

Need help?

For help with MyLab & Modified Mastering with Blackboard, go to:
http://help.pearsoncmg.com/mylabmastering/bbi/student/en/index.html

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