

The University of Texas at Arlington
Department of Accounting
Accounting 5301
Summer 2018

Instructor Raghu Venugopalan

Office COBA 433

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Faculty Profile <https://www.uta.edu/profiles/raghu-venugopalan>

Office Hours By appointment only. Sending me an email is the best way to schedule an appointment.

Section Information Acct 5301 Section 001

Time and Place of Class Meetings

COBA 252 Tuesdays and Thursdays from 5:30 pm to 7:50 pm

Description of Course Content

This course is your first course in Financial Accounting and is designed to help you learn the concepts and procedures underlying the measurement and reporting of financial information. This course is one of the key courses in the education of any student aspiring to a career in business.

Student Learning Outcomes

1. Students completing the course should be able to demonstrate a basic knowledge of the reporting process;
2. Students completing the course should be able to recognize, measure, analyze, explain and record pertinent accounting elements (e.g., assets, liabilities, revenues, expenses, etc.) reported in a financial statement; and
3. Students completing the course should be able to create, prepare and present appropriate GAAP financial statements in the areas listed above.

Required Textbooks and Other Course Materials

Financial Accounting – Dyckman, Hanlon, Magee and Pfeiffer (5th Edition Cambridge Business Publishers 2017). You are free to buy either an electronic version of the book or a hard copy. I will **not** be using the Publisher's website for the course. So you **will not require** the key/code to the publisher's website.

Descriptions of major assignments and examinations

Requirements consist of reading the text prior to class, participating in class discussions, maintaining

professional behavior, completing quizzes and homework assignments, working on practice problems and exercises and taking in-class tests and the final exam.

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 will **not** take 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.

Attendance is critical to fully understanding concepts and applications and to participating in class discussions. You are expected to come to class prepared to discuss the topics that are scheduled. The overall quality of your class participation and professional behavior over the entire semester will be noted and may impact your final course grade in borderline cases.

If you miss a class period, you are responsible for finding out what you missed from a classmate. **Please do not contact me for an update on what you missed or to "clear" your absence.** You are personally responsible for getting missed notes or classroom assignments from other students.

Grading

Course grades will be assigned based on the total number of points earned during the semester. Points are allocated to the following 5 components as described in the table below.

Component #	Component	Points
1	In Class Test 1	100
2	In Class Test 2	100
3	In Class Test 3	100
4	Final Exam	200
Total	Total Score	500

The final course grade will be based on the Total Score (Max 500 points) in the table above. **All supporting work and steps must be shown to receive any credit on tests and the final exam.**

The final exam will be comprehensive. If your performance in the final exam is better than your performance in any one of the three in-class tests (Tests 1 through 3) listed above, then your final exam will count for 300 points and your lowest test score will be dropped. Else, the final exam will count for 200 points.

As a general rule the percentage of points to achieve a certain letter grade will be as follows: 90% or more = A; 80% to 89.9% = B; 70% - 79.9% = C; 60% - 69.9% = D; less than 60% = F

After reviewing the class averages and taking into account trends in performance and consistency, I will form a judgment as to each student's mastery of the course subject matter and assign a letter grade consistent with the standards discussed above. In borderline cases, I will use my discretion to reward good class participation and penalize unprofessional classroom conduct.

Make-up Tests/Exam/Homework/Quizzes

- Each of the tests/exam/homework/Quiz is required. **All supporting work must be clearly shown on tests/exam/homework/Quiz to receive any credit.**
 - When you take a test or exam, the grade will be recorded and CANNOT be dropped.
 - If you miss a test or exam, a zero will be recorded.
 - If you miss an test or exam for medical reasons or for a valid university-approved excuse and the doctor's written excuse or university approved excuse paperwork are in order, then your overall grade at the end of the semester will be based on performance on all remaining exams other than the excused exam. Any other missed exam will keep the recorded zero grade.
 - Tests and the final exam will be based on several formats - multiple choice, short answer and problems.
 - There are no makeup tests or final exam.
 - If you have any questions about the points you have been assigned on one or more problems in any test, do not try to discuss the matter with me in class as we are reviewing the test. Instead, write your questions/comments either on the front page of the exam or on a separate sheet attached to the front page of the exam. Include any references to the book or other source material you believe justifies your comments/questions. If you ask for any part of your test to be reviewed, I reserve the right to review the entire test or its grading as well as take into account any curve or other adjustments made to the overall grading that may have already incorporated your comments or questions in your grade.
- I will respond to your questions/comments at an appropriate spot on either the test or your attached sheet(s).
- Other than addition errors, anyone requesting a review of their exam through the above policies will have waived any curve on the exam in favor of their actual grade after review.

Expectations for Out-of-Class Study

Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional 15 hours per week of their own time in course-related activities, including reading required materials, completing assignments and preparing for exams.

Classroom Conduct

- Phones: As professionals, you owe each other the respect of creating a favorable learning environment. Please either turn off your mobile devices or change them to vibrate mode so as not to disturb others in the class.

- Calculators: You are allowed to use a teller's calculator or a scientific calculator, but not a financial calculator during exams.
- No books or notes can be used during exams. All material you bring in with you must be set on the floor.
- I reserve the right to seat and/or re-seat any student before and/or during any test or exam.
- Make sure you write your full name legibly on every test and the final exam

Drop Policy

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://www.uta.edu/aao/fao/>).

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 Policy: 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.*

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/>.

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.

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. The evacuation map for COBA 252 may be viewed by clicking on the link below.

https://www.uta.edu/campus-ops/ehs/fire/Evac_Maps_All/Evac_B/Evac_B_252.pdf

Please click on the link and become familiar with the evacuation route that is shown in the map. 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.

You are encouraged to subscribe to the MavAlert system that will send information in case of an emergency to your cell phones or email accounts. Anyone can subscribe at <https://mavalert.uta.edu/> or <https://mavalert.uta.edu/register.php>

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 817-272-3381

Key Dates

Classes begin on Tuesday June 5th

Late registration deadline is June 4th-5th

Census date is June 21st

Last date to drop classes is July 19th

Last day of class is Thursday July 26th

Final exam date is Tuesday July 31st

Tentative Class Schedule

Class #	Day and Date	Topics
1	Tue June 05	<ul style="list-style-type: none"> • Chapters 1 through 3 • Institutional Framework of Financial Accounting • Recognition of assets, liabilities, revenues and expenses and principles of accrual accounting • Transaction analysis, preparing journal entries, posting to ledger, preparing trial balance and closing entry and preparing Balance Sheet and Income Statement.
2	Thu June 07	
3	Tue June 12	
4	Thu June 14	
5	Tue June 19	Test 1
6	Thu June 21	<ul style="list-style-type: none"> • Chapters 4 and 5 • Account Analysis • Accounting for sale of PPE • Preparation of Cash Flow Statement.
7	Tue June 26	
8	Thu June 28	
9	Tue July 03	
10	Thu July 05	Test 2
11	Tue July 10	<ul style="list-style-type: none"> • Chapters 6 through 11 • Accounting for bad debts • Inventory accounting methods • Depreciation Methods • Accounting for Intangibles • Accounting for Long term liabilities and Equity
12	Thu July 12	
13	Tue July 17	
14	Thu July 19	
15	Tue July 24	Test 3
16	Thu July 26	Review
	Tue July 31	Comprehensive Final Exam

I will announce suggested exercises and problems for each topic as the course progresses. As instructor, I reserve the right to modify the schedule above to best serve the learning needs of the students.