

Correspondence Course Syllabus
ACCT 210, Principles of Accounting 1
3 credit hours
Black Hills State University

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Catalog Description:

A study of fundamental accounting principles and procedures such as journalizing, posting, preparation of financial statements, and other selected topics. Accounting is emphasized as a service activity designed to provide the information about economic entities that is necessary for making sound decisions.

Additional Course Description:

There are no course prerequisites for Principles of Accounting. However, it is mandatory that you are familiar with Microsoft Word and Excel and the Internet since the majority of the assigned work will be completed on the computer.

Instructional Methods:

This course will entail Internet spreadsheet, Excel and word processing relative to text assignments and problems emphasizing the recording, reporting, and the analysis of business transactions of sole proprietorships.

Course Objectives: To introduce the Accounting Cycle concepts of accrual based accounting for a sole proprietorship according to Generally Accepted Accounting Principles (GAAP). Upon completion of Accounting 210, the student will:

1. Demonstrate an understanding of accounting principles relative to the preparation and use of financial statements including: recording changes in financial position, measuring business income, end-of-the period adjustments, the work sheet, controlling accounts and subsidiary ledgers, special journals, cash, accounts receivable, notes receivable, inventories, fixed assets, intangible assets and current liabilities. An understanding will be demonstrated through assignments and unit examinations.
2. Demonstrate the ability to analyze and evaluate the financial statements of a company by using financial ratios. An understanding will be demonstrated through assignments and unit examinations.
3. Demonstrate the ability to use technology by recording and analyzing financial information using spreadsheets and word processing. An understanding will be demonstrated through assignments.
4. Have the background necessary for further study in the areas of accounting and business. An understanding will be demonstrated through assignments and unit examinations.

Required Textbooks and Supplies:

NOTE: Consider ordering your text from the BHSU Bookstore (605-642-6636) to insure you receive the *shrink-wrapped* text with all needed text materials.

Accounting Principles, 8th Edition; Weygandt, Kieso and Kimmel; John Wiley & Sons, Inc., 2007.

Excel Working Papers, Volumes I and II on CD, (two terms).

Wiley Plus for Accounting Principles, 8th edition; (two-term). **Note: The Wiley Plus will be shrink wrapped with your text.**

Note: Another folded card (about the size of a disk) may come shrink-wrapped with your text. This is for Web CT, which we will not be using. However, if you wish to sell your textbook at the end of the course you should save this card for the textbook.

You may use a pad of 4-column accounting paper (white, green, or yellow) **OR** the CD working papers listed above for the assignments you **mail-in**.

Testing Calculator – must not be able to save the memory after it is turned off.

Supplemental Text:

Self-Study Problems/Solutions Book, Volume I: Chapters 1-13, Accounting Principles, 8th Edition; Weygandt, Kieso and Kimmel; John Wiley & Sons, Inc., 2007. This textbook is not required. Purchase only if you want to work additional problems on your own.

2 Packages of 4x6 lined index cards--Accounting students find that using index cards helps them to learn terms, accounts, calculations, and other important material in accounting. If you choose to try this method place a question on the unlined side (e.g., What is the normal balance of all ASSETS?) and the answer on the lined side (e.g. DEBIT).

System Education Goals:

This course supports the Colleges of Education and Business & Technology's conceptual framework, *Preparing Professionals for the 21st Century* by presenting to students the knowledge base for the content they will eventually be teaching. Mastery of the content in this course supports INTASC Standard One: Knowledge of Content and Pedagogy. This course also partially fulfills content requirements for the 7-12 Vocational Business Education Endorsement Program, Vocational Marketing Education Endorsement Program, Marketing Education Endorsement Program, and the Business Education Endorsement Program as per ARSD 24:16:08:21, 24:16:08:27, and 24:16:08:24.

Specifically, this course requires students to demonstrate their knowledge of Standard 1: The program shall require coursework sufficient to constitute a major, with at least 50% in upper division coursework, which includes the study of accounting, computation, and finance. Students demonstrate this competency through examinations and assignments.

Course Policies:

Assignments: Preparation for this course will entail a thorough reading of the assigned chapter and completion and/or submission of all assigned chapter **Brief Exercises, Exercises, and Problems: Set A**. Please see the assignment sheet located at the end of this document. **Note that all assigned Chapter 1 Brief Exercises, Exercises, and Problems will be worked by hand and submitted by mail to the Registrar's Office (Correspondence Office) on the required accounting paper.** The purpose for this is twofold; to make sure you understand the material before you work with Wiley Plus, an on-line assignment program, and to learn accounting formatting rules.

It is strongly recommended that each student also study the **Questions** at the end of each chapter (those questions and exercises marked with an "*" pertain to the appendices which have **not** been assigned, except Chapters 5 and 6). I suggest you complete these after reading the chapter to help reinforce your understanding of the material. While the **Questions** will **not** be **submitted**, they will be helpful to your understanding of the material.

As a study aide for exams you may want to work *additional* exercises and problems from the *textbook*. All key answers are listed next to the *Problems* Set A and Set B. Answers to all textbook *exercises* are listed in this syllabus.

Testing: The student should make arrangements with an educator or librarian in the local community to administer the tests. The Registrar's office will send the test to this selected person (a public school teacher or administrator is preferred). Tests for each section must be taken **before** work submitted on the next chapter will be accepted. Please see additional rules and regulations for proctors in the Correspondence Packet.

Examinations: **Caps and/or hats are to be removed** during exams. On the exam day **all books, backpacks and other materials will be placed with the proctor.** The only materials allowed on the table/desk will be #2 pencils and a calculator. **Also note that it is your responsibility, not the proctor, to complete the exam within the required time limit. The time limit and directions are located at the top of the first page on each exam**

Cheating and Plagiarism Policy: A student caught cheating on examinations, quizzes, or assignments will receive an automatic F for the course and will be reported to a University authority. Please refer to the University's *Student Handbook*, which contains policies and examples.

Grading: Your final letter grade will be determined on the basis of four exams and the assigned homework.

I intend to follow a strict standard grading scale 90-100=A, 80-89=B, etc. Graded items will be weighted as follows:

| | |
|--|---------------------------------|
| Exam 1 (Chapters 1 - 3) | 100 points |
| Exam 2 (Chapters 4 - 6) | 100 points |
| Exam 3 (Chapters 7 - 9) | 100 points |
| Exam 4 (Chapters 10 - 11)..... | 100 points |
| Homework assignments (20% of the total points earned.) | |
| Each Brief Exercise and Exercise is worth one | |
| Point while each Problem is worth 2 points)..... | <u>Approximately 35 points</u> |
| <u>possible</u> | |
| Total | <u>Approximately 435 points</u> |

Note: As the administrator for Wiley Plus I can determine if the work was attempted (vs. clicking through). I can also view results of each attempt on each exercise.

Please see assignment sheet to determine which assignments will be completed by hand on the required paper or CD Rom Working Papers and which will be completed on-line using Wiley Plus (the CD and Wiley Plus ID were shrink-wrapped with your textbook).

Wiley Plus Registration for ACCT 210 Correspondence

Program is not available at this time **please refer to the last page for information on Wiley Plus:**

<http://edugen.wiley.com/edugen/class/cls/>

If you have problems getting on-line using the site above try
<http://edugen.wiley.com/edugen/student/index.uni>

Log on to the website above. This will take you to a registration page the first time. Click on “register” and follow the directions for registration. You will be asked to input your personal information and finally your code. **This code came with your textbook.** When complete you will be taken to the class assignments. Please review the available chapter handouts, practice tests, etc. on this site.

ACCOUNTING I
CHECKLIST OF KEY FIGURES For TEXTBOOK EXERCISES
ACCOUNTING PRINCIPLES, 8th Edition, Weygandt, Kieso & Kimmel

| | | | |
|-------|---|-------|--|
| 1-8 | (b) Increase in O.E. \$15,250. (c) Net income, \$2,250. | 5-2 | (a) Cash in full \$20,580. (b) Cash paid \$21,000. |
| 1-9 | Total assets \$17,250. | 5-4 | (a) Cash in full \$7,546. |
| 1-10 | (a) Net income \$65,000. (b) Net loss \$40,000. (c) Net income \$45,000. | 5-5 | (a) Sales discounts \$9,460. (b) Cash received \$473,000. |
| 1-11 | (a) \$10,000; (c) \$49,000. (b) \$14,000; (d) \$20,000. | 5-6 | (a) Net sales \$760,000. |
| 1-12 | Net income \$17,200. Capital, Dec. 31 \$59,200. | 5-7 | (b) Cost of goods sold \$60,900. |
| 1-13 | Total assets \$77,500. | 5-8 | (b) Cost of goods sold \$218,600. |
| 1-14 | (a) Net income \$40,000. (b) Total assets \$131,000. | 5-9 | (a) Income from operations \$98,000. (b) Total revenues \$2,340,000. |
| 1-15 | Net income \$74,500. | 5-11 | (c) Income from operations \$130,000; net income \$119,000. |
| 1-16 | Capital, Dec. 31 \$83,000. | 5-12 | (b) \$28,000. (d) \$105,000. (f) \$26,500. |
| <hr/> | | 5-13 | Cost of goods sold \$143,200. |
| 2-9 | (b) Trial balance totals \$13,000. | 5-14 | (a) Gross profit \$299,000. |
| 2-10 | (b) Trial balance totals \$20,400. | 5-15 | (b) \$1,670; (d) \$50; (f) \$120; (h) \$1,730; (j) \$6,200; (l) \$43,330. |
| 2-11 | (b) Trial balance totals \$13,890. | 5-16 | (a) 5. Cash paid \$16,856. |
| 2-14 | Trial balance totals \$82,907. | 5-17 | (a) 5. Cash paid \$17,640. |
| <hr/> | | 5-19 | Net income \$10,180. |
| 3-3 | (b) Net income \$33,000. | <hr/> | |
| 3-10 | Net income \$1,250. | 6-1 | (a) Inventory \$310,000. |
| 3-11 | (a) \$1,300. (b) \$4,800; Aug. 1, 2007. (c) \$2,500; (d) \$1,150. | 6-2 | Inventory \$515,000. |
| 3-14 | Net income \$9,800. Total assets \$32,900. | 6-3 | (a) \$190. (b) Minimize \$190; Maximize \$170. |
| 3-15 | (b) Cash received \$140,000. | 6-4 | (a) FIFO \$2,100; LIFO \$1,940. |
| 3-17 | (c) Insurance expense \$150; Supplies expense \$900; Service revenue \$2,500. | 6-5 | FIFO inventory \$300; LIFO inventory \$200. |
| <hr/> | | 6-6 | (a) FIFO inventory \$840; LIFO inventory \$600. |
| 4-1 | Balance sheet column totals \$5,100. | 6-7 | (a) 1. Ending inventory \$10,400. 3. Ending inventory \$9,600. |
| 4-2 | Balance sheet column totals \$50,572. | 6-8 | (a) Inventory \$756; Cost of goods sold \$5,544. |
| 4-3 | Net income \$3,262; Total assets \$42,001. | 6-9 | End. inventory \$4,740. |
| 4-4 | (c) Post-closing trial balance \$46,922. | 6-10 | Ending inventory \$26,600. |
| 4-6 | (a) Accounts Receivable \$25,000. | 6-11 | 2008 \$143,000; 2009 \$161,000. |
| 4-7 | (b) Post-closing trial balance \$8,096. | 6-12 | (a) 2008 \$44,000; 2009 \$61,000. (b) \$0. |
| 4-8 | (c) Post-closing trial balance \$39,520. | 6-13 | 2008: Inventory turnover 3.2; Days in inventory 114.1; Gross profit rate 30%. |
| 4-9 | (a) Net loss (\$3,100). (b) Total assets \$32,120. | 6-14 | (a) O'Brien 3.80; 96 days. |
| 4-11 | (b) Net income \$2,000. | 6-15 | FIFO \$1,980; LIFO \$1,920; Average \$1,954. |
| 4-14 | (a) Current assets \$37,240; Current liabilities \$28,800. | 6-16 | (a) Cost of goods sold: FIFO \$5,460; LIFO \$5,660; Average \$5,488. |
| 4-16 | Current assets \$10,190. Current liabilities \$1,925. | 6-17 | (a) FIFO \$2,100; LIFO \$2,017; Average \$2,085. |
| 4-17 | (a) Net loss (\$8,700). (b) Total assets \$46,480. | 6-18 | (a) Gross profit \$320,000. (b) Ending inventory \$130,000. |
| 4-19 | (e) Interest expense balance \$1,000. | 6-19 | (a) \$21,000; (b) \$26,000. |
| <hr/> | | 6-20 | Women \$37,600; Men \$44,400. |

7-1 (a) \$350,400; (b) \$85,900.
7-3 (c) \$8,200.
7-4 (b) \$13,000.
7-5 (b) \$9,750.
7-6 (b) Sales journal total \$1,520; Purchases journal total \$1,460.
7-7 (b) Cash rec. journal - cash \$65,300; Cash pay. journal - cash \$7,900.
7-11 (a) CP journal \$29,340; Zerbe balance 2,300.
(b) \$1,400, \$265, \$550.
7-12 (a) Purchases journal total \$8,300.
7-13 EOM posting \$925.
7-14 (a) \$40,000; (d) \$20,900.

8-7 Cash Over and Short \$2.00.
8-8 Cash Over and Short \$2.00.
8-9 (a) Adj. cash bal. \$3,160.20.
8-10 Total \$2,270.
8-11 (a) Adj. cash bal. per books \$8,172.
8-12 (a) Adj. cash bal. per bank \$18,489.
8-13 (a) \$870; (b) \$1,480.
(c) \$3,400; (d) \$3,400.
8-14 Total \$93,500.

9-1 Sales discounts \$50.
9-2 (a) Sales discount \$180.
(b) Interest \$80.
9-3 (b) (1) \$8,100; (2) \$9,900.
(c) (1) \$6,075; (2) \$7,400.
9-4 (a) \$8,130; (b) \$6,930.
9-5 Bad debts expense \$15,200.
9-6 Bad debts expense \$8,000.
9-7 Service charge expense (a) \$20,400;
(b) \$140.
9-8 (a) Interest revenue \$8.
(b) Service charge expense \$6.
9-9 (a) Service charge expense \$86;
Interest revenue \$80.
9-10 Interest \$295.
9-11 Interest receivable \$500.
9-12 Total 08 interest revenue \$3,050.
9-13 (b) Interest revenue \$342.
(c) Allowance for doubtful accounts \$7,600.
9-14 (b) \$10,000.
9-15 (b) 7.41.

10-3 (a) \$93,000.
10-5 (a) \$1.60 per mile.
(b) 2008 depreciation expense \$41,600.
10-6 (a) \$5,400; (b) \$18,360.
(c) \$12,000; \$43,200.
10-7 (a) (3) 2009 depreciation \$5,625.
10-8 (a) Building \$14,750;
Warehouse \$4,760.
10-9 June 30 Gain \$2,000;
Dec. 31 Loss \$9,000.
10-10 (a) Gain on disposal \$5,000.
(d) Loss on disposal \$5,250.
10-11 (a) Depletion expense \$90,000.
10-12 Amort. Exp. – Patent \$12,000.
10-13 Amort. Exp. – Patent \$80,000;
Amort. Exp. – Franchise \$22,000.
10-14 3.5 times.
10-15 (a) Cost of new trucks \$53,000;
Loss \$6,000.
(b) Cost of new machine \$12,000.
10-16 (a) Loss on disposal \$3,000.
(b) Cost of new delivery truck \$4,000.

11-1 Total interest expense--2008 \$4,000.
11-2 (d) \$5,400.
11-3 2. Sales Taxes Payable \$1,540.
11-4 (b) Subscription Revenue \$20,000.
(c) Subscription Revenue \$60,000.
11-5 (a) \$17,200.
(b) Warranty Expense \$37,200.
(c) Est. Warranty Liab. \$10,000 dr.
11-7 (a) Total current liab. \$153,000.
11-8 (a) (\$249) (b) .96:1.
11-9 (a) 2005 Current ratio 1.36:1;
2005 Working capital \$1,877.
(b) Current ratio 1.37:1.
11-10 (a) (1) \$645; (2) \$51.60; (3) \$55;
(4) \$12.90; (5) \$500.50.
11-11 Ogle \$320; Delgado \$312;
Jeter \$192; Spivey \$0.
11-12 (a) Net pay \$1,501.04.
(b) Payroll tax expense \$260.86.
11-13 (a) (1) \$1,100; (2) \$10,000; (3) \$300;
(4) \$2,340; (5) \$6,000.
11-14 (a) FICA \$60,800; SUTA \$5,400;
FUTA \$800.
(b) Payroll tax exp. \$67,000.
11-15 Vacation ben. exp. \$2,400;
Pension expense \$4,000.
11-16 1. Vacation ben. exp. \$12,000.

CORRESPONDENCE COURSE
Principles of Accounting 1 (ACCT 210)

Assignments (04/07)

| Chapter | <i>Brief Exercises To be Completed using <u>Wiley +</u></i> | <i>Exercises To be Completed by <u>Hand</u> and submitted</i> | <i>Exercises To be Completed using <u>Wiley +</u></i> | <i>Problems: Set A To be Completed by <u>Hand</u> and Submitted</i> |
|--|---|---|---|---|
| Read Chapter 1—Accounting in Action | All Brief Exercises, Exercises 5,7,8,9,10,13,14 and Problems: Set A numbers 2,5 are to be completed by hand and submitted to the Registrar’s Office. | | | |
| Read Chapter 2—The Recording Process | All except appendix | | 5,7,8,9,10,13,14 | 2,5 |
| Read Chapter 3—Adjusting the Accounts | All except appendix | | 4,5,7,10,13,14 | 1,5 |
| 📖 © Exam 1 (Chapters 1 – 3) | | | | |
| Read Chapter 4—Completing the Accounting Cycle | All except appendix | | 2,3,4,8,9,12,14 | 1,5 |
| Read Chapter 5 and <i>appendix 5A</i> —Accounting for Merchandising Operations | All plus Appendix 5A | | 3,4,6,7,10,11, 13,14,16,17 | 2,7 |
| Read Chapter 6—Inventories and <i>appendix 6A</i> | All plus Appendix 6A | | 1,4,8,10,11,13,16 | 2,4,8 |
| 📖 © Exam 2 (Chapters 4-6) | | | | |
| Read Chapter 7—Accounting Information | All except appendix | | 4,5,6,7,10,12 | 4,6 |
| Read Chapter 8—Internal Control and Cash | All except appendix | | 7,9,11,13,14 | 2,4 |
| Read Chapter 9—Accounting for Receivables | All except appendix | | 2,3,4,6,7,9,12 | 5,6 |
| 📖 © Exam 3 (Chapters 7-9) | | | | |
| Read Chapter 10—Plant Assets, Natural Resources, and Intangible Assets | All except appendix | | 2,3,6,7,8,9,13,14 | 3,4,5 |
| Read Chapter 11—Current Liabilities and Payroll Accounting | All except appendix | | 1,3,4,5,6,12,14 | 2,4 |
| 📖 © Exam 4 (Chapters 10-11) | | | | |

Mail-in Assignments:

*Note: All Chapter 1 assignments are to be **completed by hand and submitted to the Registrar’s Office.***

Note: Do not read appendices or complete brief exercises from the appendices **EXCEPT Chapters 5A and 6A.**

Mail-in Assignments:

You **may submit by mail up to 3 chapters at a time**, however, I suggest you wait until they are graded and returned to you before you sit for the exam.

All **assignments must be separated by chapter**, with a **cover sheet stapled to the top of each chapter**. On the cover sheet you must **write “8th Edition**. The exercises/problems must be **clearly numbered and in order**. Do not mail your Wiley Plus assignments since they are corrected automatically on-line. Mail all assignments to the address given to you by the Registrar’s Office.

As of 7/20/2007 the Wiley Plus on-line homework program is unavailable. Until the program is up and running you must **submit ALL required homework (Brief Exercises, Exercises, and Problems: Set A) to the Registrar's Office for grading** purposes. When the program becomes available you will be notified by email so you can shift to the on-line homework manager.