

# UNIVERSITY OF ALASKA FAIRBANKS

## ACCOUNTING CONCEPTS AND USES II

Accounting 262  
Summer session 2009

Instructor: Beverly Weis, CPA  
Classes: 10:00-11:50 AM MTWR  
Office hours: 12:30-2:00 M & W

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**Prerequisites:** ACCT 261 (You will be dropped if you do not meet the prerequisite.)

### Course Readings/Materials:

- 1) Accounting Tools for Business Decision Making, Second Edition  
By: Kimmel, Weygandt and Kieso,  
John Wiley & Sons, Inc.
- 2) 4 function calculator ONLY. (No programmable or graphics calculators for exams.)

### Course Description

ACCT 262 is the second semester of introduction to accounting. We will be discussing cash flow analysis, financial analysis using analytical tools, payroll administration, managerial accounting with an emphasis on general business knowledge. Cost accounting and budgets will also be discussed and explored. This course is appropriate for both accounting and general business students as a foundation for more advanced accounting courses or general business knowledge.

### Course Goals

Upon completion of this course you will be able to:

- 1) Prepare and understand statements of cash flows;
- 2) Understand the basics of payroll accounting and processing;
- 3) Use analytical tools to analyze financial information;
- 4) Understand the basics of managerial accounting;
- 5) Apply job cost analysis;
- 6) Prepare and analyze basic financial budgets;
- 7) Understand the basics of budgeting control and responsibility accounting.

## **Grading scale and elements:**

- A:  $\geq 90\%$
- B:  $\geq 80\%$  and  $< 90\%$
- C:  $\geq 70\%$  and  $< 80\%$
- D:  $\geq 60\%$  and  $< 70\%$
- F:  $\geq 59\%$  or below

## **Total possible points**

Exam 1	150
Exam 2	150
Exam 3	250
Projects	100
Assignments	120 Weekly assignments are 20 points each.
Daily participation	<u>75</u> Please remember to initial daily sign in sheet.
Total points	845

## **Assignments:**

Weekly assignments are an important part of the learning process. Please read the chapters and complete all assignments. This is an intensive six week course. Completing the assigned problems and exercises will be essential to success in exams and your ability to meet the goals of the course.

Weekly assignments may be done in collaboration with other students.

## **Exams:**

There will be two mid-term exams covering the preceding chapters that are not comprehensive. The final exam will cover the recent chapters and comprehensively incorporate information from the entire six week class session.

In the event that you miss an exam for a valid reason, a make-up exam will be required to be submitted within 3 business days of your return to class. There is no make-up for the final exam.

## **Participation Points:**

Students are awarded 3 points daily for attending class. Please be sure to put your name on the attendance sign in sheet. Sleeping, texting in class or reading non-required materials will result in deductions to daily participation points. I hope the sleeping is a joke, but please be aware that the best way to make the material interesting is to participate and ask questions. It is very useful to try to relate the information to real life situations. I encourage students to ask questions and think about how the information being covered might be used in a business they are familiar with.

**Students with disabilities:**

If you have a documented disability and anticipate needing accommodations in this course, please make arrangements to meet with me in the first two weeks of class. You must obtain a letter of accommodation from Disability Services in order for accommodations to be made.

**Academic dishonesty:**

Weekly assignments may be done in collaboration with other students. It is in the student's best interest to put effort and understanding into completion of assignments so it is recommended that you do not just copy answers on weekly assignments.

Academic dishonesty will not be tolerated. This includes but is not limited to:

- 1) Copying or attempting to copy from another student's exam.
- 2) Using or attempting to use unauthorized materials or notes during an exam.
- 3) Helping or attempting to help another student commit academic dishonesty.
- 4) Changing or destroying scores or graded work on any graded assignment.
- 5) Avoiding academic work by fabricating an excuse such as illness, injury, accident, etc. in order to delay submitting assignments or postponing exams.

Please be aware that I reserve the right to make revisions to this syllabus and class schedule.