



Course Information

Section	Time	Location
02440	TTH from 11-12:30pm	UTC 2.112A
02445	TTH from 12:30-2pm	UTC 2.112A
02450	TTH from 3:30-5pm	UTC 2.112A

Course Description and Objective

Foundations of Accounting (ACC 310F) is an introduction to financial and managerial accounting. The course will focus on the content, interpretation, and uses of accounting information including financial statements as well as other accounting information used for planning and control purposes within a business. The objective of the class is to help you develop a better understanding of these concepts and learn how to apply them to your life.

Contact Information

Instructor	David Verduzco
Email	David.Verduzco@mcombs.utexas.edu
Office	CBA 2.228

Contact information for the teaching assistants (TAs) as well as details on office hours will be posted to Blackboard as soon as possible.

Course Resources and Materials

Website courses.utexas.edu

Textbook Accounting: What the Numbers Mean, 9th Edition by Marshall, McManus and Viele

To help reduce its cost, a custom version of this book should be available at local textbook stores (such as the University Co-op, Austin TxBooks and Bookholders), which contains only the chapters that you will need for the class. That version has a cover that is titled "Foundations of Accounting" and comes in a binder. Otherwise, the full version of the textbook may be used instead.

i>clicker This class requires the use of an i>clicker (ISBN 0716779390 or i>clicker 2 using ISBN 1429280476) which is a remote device that allows you to respond to questions that I pose during class. You must get your i>clicker and bring it to class no later than January 17th and use it to respond to at least one question. After that, you must register your i>clicker remote by 8am on January 18th at <http://www.iclicker.com/support/registeryourclicker/>

You should register your i>clicker even if you have already done so in the past. To do so, complete the fields with your first name, last name, student ID, and remote ID. Your student ID must be your UTEID; the remote ID is the series of numbers and letters found on the back of your i>clicker remote. Your i>clicker will be used regularly in class and you are responsible for bringing it to every class session. If you lose your i>clicker during the semester or for any reason have to get a different remote, you should notify the instructor as soon as possible.

Other #2 pencil, basic calculator, internet access, MS-Office 2007 compatible software

Grade Components

Participation

During the semester you will be asked to participate in various exercises as well as make decisions for a virtual business. The majority of participation related questions will require the use of your i>clicker; as such, you are responsible for bringing it to every class session, ensuring that it is functioning properly and set to a frequency of "AA". Each class we will usually have about 10 participation points possible and by the end of the semester a total of about 200 participation points possible. Although there is no way to make-up participation points that are missed for any reason, you will only need about 170 points (about 85% of the total) to get full credit for participation such that you can miss about 3 class days for any reason before your participation grade is impacted.

Quizzes

Periodic quizzes will be given to ensure that students are completing class assignments and have a thorough understanding of the material. Although most quizzes will be turned in online via Blackboard, quizzes may be given in class as either an announced or unannounced quiz. In total, there will be approximately 8-12 quizzes during the semester. A quiz that is missed for any reason cannot be made up at a later date; however, your lowest quiz grade will be dropped in determining your course grade.

Assignments

Practicing with course concepts is a critical part of this class, as most of the concepts cannot be fully understood until worked through with related exercises. As such, approximately 3-4 graded assignments will be scheduled throughout the semester. These assignments will generally be turned in online via Blackboard. Specific details such as assignment content, due dates, etc. will be discussed in class. To help you prepare for these assignments, several example problems will be worked in class and additional practice problems will be assigned for each topic; answers to the practice problems will be posted to Blackboard.

Exams

There will be two exams during the semester that will cover the material discussed in class, included in the assigned reading as well as class assignments; each exam will contain approximately 30 multiple-choice questions. Although a final exam is not planned for this class, a time slot during the final exam period will be requested in the event that the tentative class schedule (noted below) must be modified due to unforeseen circumstances such as inclement weather or building closure. Although that is unlikely, you should plan to stay in the Austin area through the end of the final exam period. Additional details regarding exams and possible changes to the tentative course schedule will be discussed in class.

Grade Components (continued)

Your final course grade will be based on the following:

<u>Grade Component and Weight</u>		<u>Basis for Letter Grade</u>	<u>Course Average</u>
Participation	10%	A	93-100%
Quizzes	25%	A-	90-92.9%
Assignments	15%	B+	86-89.9%
Exam 1	25%	B	83-85.9%
Exam 2	25%	B-	80-82.9%
	<u>100%</u>	C+	76-79.9%
		C	73-75.9%
		C-	70-72.9%
		D+	66-69.9%
		D	63-65.9%
		D-	60-62.9%
		F	Below 60%

Students should check the My Grades section of Blackboard frequently to confirm that all grades have been recorded correctly. Any potential discrepancy should be discussed with the instructor or one of the TAs immediately. Questions or issues related to grades should be raised during office hours and must be resolved within ten calendar days from the date the grade was posted; otherwise, the grade will not be changed.

Once assigned, the final course grade is final and not open to discussion or negotiation and any lobbying efforts (i.e. asking for a higher grade because you want one, need one, etc.) will not be tolerated. No additional extra credit assignments or re-takes will be offered to individual students.

Attendance

Attendance is a significant contributing factor to your success in the course given the nature of material as well as the periodic in class quizzes and participation. You must attend the section in which you are officially enrolled because in class quizzes may be given randomly on different days for each section. Furthermore, part of your participation grade will be based on decisions you make that relate only to your registered section. Since all sections have been combined in Blackboard, your official course section (i.e. unique number) may not match the one noted in the Blackboard site for the class.

You should bring a #2 pencil, a valid student ID, your i>clicker as well as a basic calculator to each class.

If you miss class and as a result participation points, there is no way to make those up for any reason; however, as noted above there will be more opportunities to earn participation points than what will be required to get full credit for participation. Likewise, there is no way to make up a quiz that is missed for any reason; however, as noted above your lowest quiz grade will be dropped in determining your course grade. On the other hand, if you miss an assignment or exam because of an illness or other emergency, you should notify the instructor and present written documentation (e.g., note from attending physician) as soon as possible. The instructor has final authority to determine if your absence is justified; alternate arrangements will be made for those with an excused absence.

Office Hours and Communication

The instructor and the TAs will have regularly scheduled office hours; students are encouraged to take advantage of this time to discuss any course related issues and to get additional help as needed throughout the semester. If you are unable to stop by scheduled office hours, you should contact the instructor or one of the TAs to set an appointment. Outside of class and office hours, email is the preferred means of communication, but please keep in mind that specific grades cannot be discussed over email.

Access to Blackboard and your email (as listed on Blackboard) is required for this class. It is your responsibility to regularly check both the class website on Blackboard and your related email account for updates, additional information and policies related to the class.

Flag Information

The university's new core curriculum, which is now being implemented by each of the colleges and schools, will require all undergraduates to earn credit for flag courses in six areas: writing, quantitative reasoning, global cultures, cultural diversity in the United States, ethics and leadership as well as independent inquiry. This course carries the Quantitative Reasoning flag. Quantitative Reasoning courses are designed to equip you with skills that are necessary for understanding the types of quantitative arguments you will regularly encounter in your adult and professional life. You should therefore expect a substantial portion of your grade to come from your use of quantitative skills to analyze real-world problems.

Scholastic Integrity

The McCombs School of Business has no tolerance for acts of scholastic dishonesty. The responsibilities of both students and faculty with regard to scholastic dishonesty are described in detail in the BBA Program's Statement on Scholastic Dishonesty at <http://www.mcombs.utexas.edu/BBA/Code--of--Ethics.aspx>. By teaching this course, I have agreed to observe all faculty responsibilities described in that document. By enrolling in this class, you have agreed to observe all student responsibilities described in that document. If the application of the Statement on Scholastic Dishonesty to this class or its assignments is unclear in any way, it is your responsibility to ask me for clarification. Students who violate University rules on scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and/or dismissal from the University. Since dishonesty harms the individual, all students, the integrity of the University, and the value of our academic brand, policies on scholastic dishonesty will be strictly enforced. You should refer to the Student Judicial Services website at <http://deanofstudents.utexas.edu/sjs/> to access the official University policies and procedures on scholastic dishonesty as well as further elaboration on what constitutes scholastic dishonesty.

Regarding the use of i>clickers for this class, since each i>clicker has a unique code, you are not allowed to share or borrow another i>clicker. Allowing another student to use your i>clicker, using another person's i>clicker or simply having more than one i>clicker in your possession during class will be considered academic dishonesty and will warrant a severe academic penalty.

Although you may collaborate with other students on Participation questions and Assignments, you must turn in your own work; otherwise, attempting to share information or otherwise collaborate on quizzes or exams will warrant a severe academic penalty.

Class Web Sites and Student Privacy

Password-protected class sites will be available for all accredited courses taught at The University. Syllabi, handouts, assignments and other resources are types of information that may be available within these sites. Site activities could include exchanging e-mail, engaging in class discussions and chats, and exchanging files. In addition, class e-mail rosters will be a component of the sites. Students who do not want their names included in these electronic class rosters must

restrict their directory information in the Office of the Registrar, Main Building, Room 1. For information on restricting directory information see:

<http://www.utexas.edu/student/registrar/catalogs/gi02-03/app/appc09.html>.

Students with Disabilities

The University of Texas at Austin provides upon request appropriate academic accommodations for qualified students with disabilities. For more information, contact the Office of the Dean of Students at 471-6259, 471-4641 TTY. If you receive academic accommodations, which include extended time on exams or a reduced distraction environment during exams, you must contact the instructor ten days before each exam to make the necessary arrangements; otherwise, such accommodations cannot be made.

Religious Holy Days

By UT Austin policy, you must notify the instructor of your pending absence at least fourteen days prior to the date of observance of a religious holy day. If you must miss a class, an examination, a work assignment, or a project in order to observe a religious holy day, you will be given an opportunity to complete makeup work within a reasonable time after the absence.

Campus Safety

Please note the following recommendations regarding emergency evacuation from the Office of Campus Safety and Security, 512-471-5767, <http://www.utexas.edu/safety/>

- Occupants of buildings on The University of Texas at Austin campus are required to evacuate buildings when a fire alarm is activated. Alarm activation or announcement requires exiting and assembling outside.
- Familiarize yourself with all exit doors of each classroom and building you may occupy. Remember that the nearest exit door may not be the one you used when entering the building.
- Students requiring assistance in evacuation should inform their instructor in writing during the first week of class.
- In the event of an evacuation, follow the instruction of faculty or class instructors.
- Do not re-enter a building unless given instructions by the following: Austin Fire Department, The University of Texas at Austin Police Department, or Fire Prevention Services office.
- Behavior Concerns Advice Line (BCAL): 512--232--5050
- Further information regarding emergency evacuation routes and emergency procedures can be found at: www.utexas.edu/emergency.