Course Syllabus

Course Information

Section | Time          | Location
---------|--------------|----------
02160    | MW from 9:30-11am | UTC 2.112A
02165    | MW from 11-12:30pm | UTC 2.112A
02155    | MW from 12:30-2pm  | 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, budgets, performance reports 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@mccombs.utexas.edu
Office: CBA 2.228

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

Course Resources and Materials

Website: courses.utexas.edu (Blackboard)

Textbook and CengageNOW

Survey of Accounting, 7th edition by Carl Warren and CengageNOW, which is an online resource tool. To help reduce its cost, a custom version of the textbook along with an access code for CengageNOW have been bundled together and should be available at local area textbook stores such as the University Co-op, Austin TxBooks and Bookholders.

For CengageNOW

Begin by going to http://login.cengagebrain.com/course/E-TWQN2756T2CGN then create a new account (or login with your existing account credentials) using your personal access code provided with your textbook.

If you access CengageNOW using another method, use the following Course Key to access the class: E-TWQN2756T2CGN

If you encounter a problem, contact Cengage Technical Support at 800-990-8211

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This class requires the use of an i>clicker which is a remote device that allows you to respond to questions posed during class. You may use an i>clicker +, i>clicker 2, or the original i>clicker. You must get your i>clicker and bring it to class no later than January 26th and use it to respond to at least one question. After that, you must register your i>clicker remote by 8am on January 28th using the i>clicker remote registration tool in Blackboard (available in the Blackboard Tools area).

For extra credit, an individual software license for Marketplace is optional for the class; the license costs approximately $45 and can be purchased online at https://web.marketplace-live.com. To do so you will need additional details (e.g. a game ID number and team number), which will be posted to the class website and/or discussed in class within the first few weeks of the semester.

#2 pencil, basic calculator, Microsoft Office compatible software

**Course Components**

**Participation**
During the semester you will be asked to complete a variety of short surveys and in class questions that relate to course concepts. While these will not be graded for accuracy, your completion of them will be used to help determine your participation grade. Many of the participation related questions will require the use of your i>clicker; as such, you are responsible for bringing it to every class session and ensuring that it is functioning properly and set to a frequency of “AA”. Although there is no way to make-up participation points that are missed for any reason, you will only need 90% of the total points possible to get full credit for participation.

If you attend class, but do not have your i>clicker you can write each question (in full) along with your name, signature, UTEID, class section and all questions and answers for the day at the end of that class to be eligible for partial participation credit (at 80% of that class session’s participation) for the day at the end of the semester during final office hours; you may do this twice during the semester for in class participation only.

**Quizzes**
Periodic quizzes will be given to ensure that students are engaged in class activities and have a thorough understanding of the material. Some quizzes will be turned in online via the class website, while other quizzes will 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 cannot be made up at a later date; however, your lowest quiz grade will be dropped in determining your course grade.

**Practice Problems**
Practice problems should help you to review the material and evaluate how well you understand the concepts introduced in class and the assigned readings. Several practice problems will be worked in class and additional practice problems will be included in the class notes. These practice problems will not be turned in nor graded, but the answers to the practice problems will be posted to the class website for reference.

**Assignments using CengageNOW**
Regular assignments will be scheduled throughout the semester using CengageNOW that will be similar to the practice problems noted above. An assignment that is missed cannot be
made up at a later date; however, your lowest assignment grade will be dropped in determining your course grade.

**Marketplace**
Marketplace is a business simulation where we will start and run a company for one-and-a-half years (six decision-making rounds) of compressed time as a class. In the simulation, the class will build an entrepreneurial firm, develop strategies, make business decisions and compete with other teams in a virtual business world. The Marketplace simulation is designed to mimic the competitive, ever changing business world and let you gain experience in applying the concepts of the class and business in general in a “hands on” manner.

As an optional exercise for extra credit you may also form your own Marketplace team with about three other students in the class and compete against other individual student teams; additional details regarding Marketplace, teams and the extra credit will be discussed in class.

**Exams**
There will be two exams during the semester that will cover the material discussed in class or included in the assigned reading; each exam will contain approximately 30 multiple-choice questions. You will be allowed to use a basic calculator (which does not include a mobile phone, laptop, tablet or an engineering/graphing calculator) to help complete the exam.

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 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.

**Course Grades**
Your final course grade will be based on the following:

<table>
<thead>
<tr>
<th>Grade Component and Weight</th>
<th>Letter Grade</th>
<th>Course Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participation</td>
<td>A</td>
<td>93-100%</td>
</tr>
<tr>
<td>Quizzes</td>
<td>A-</td>
<td>90-92.9%</td>
</tr>
<tr>
<td>Assignments</td>
<td>B+</td>
<td>86-89.9%</td>
</tr>
<tr>
<td>Exam (lowest grade)</td>
<td>B</td>
<td>83-85.9%</td>
</tr>
<tr>
<td>Exam (highest grade)</td>
<td>B-</td>
<td>80-82.9%</td>
</tr>
<tr>
<td></td>
<td>C+</td>
<td>76-79.9%</td>
</tr>
<tr>
<td></td>
<td>C</td>
<td>73-75.9%</td>
</tr>
<tr>
<td></td>
<td>C-</td>
<td>70-72.9%</td>
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<tr>
<td></td>
<td>D+</td>
<td>66-69.9%</td>
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<td></td>
<td>D</td>
<td>63-65.9%</td>
</tr>
<tr>
<td></td>
<td>D-</td>
<td>60-62.9%</td>
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<tr>
<td></td>
<td>F</td>
<td>Below 60%</td>
</tr>
</tbody>
</table>

Students should check the grades section of the class website frequently to confirm that all grades have been recorded correctly. Any potential discrepancy should be discussed with the instructor or TA 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 and Lecture Guidelines**

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.

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 an assignment, quiz 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. To that end, you may be asked to discuss your situation with Student Emergency Services; for more information you can call (512) 471-5017 or visit their website (http://deanofstudents.utexas.edu/emergency/). Alternate arrangements will be made for those with an excused absence; for an exam, the alternate arrangements in most cases would be a make up exam consisting of multiple choice as well as short answer/problem style questions.

In an effort to create a classroom environment that remains conducive to learning, please remember to follow these guidelines every day:

- Please do not take any calls or text in the classroom; if you are expecting an important call, sit by a rear exit and step outside to take it.
- Laptops may be used during class to take notes, but should not be used to check email, social media websites or any other activity that is not directly related to class. Keeping your attention on activities in the classroom helps all of us stay engaged and maximizes the value of our limited class time together.
- Avoid side conversations since these are very distracting for your fellow students and instructor.
- When asking questions or working with your classmates, treat everyone with respect by being polite and considerate.
- Certain rows in the classroom may be closed to student seating and assigned seating may be introduced as needed.

**Office Hours and Communication**

The instructor and 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 a TA to set an appointment. Outside of class and office hours, email is the preferred means of communication, but please keep in mind that given the number of students in the class it may take some time to get a response; furthermore, note that grades cannot be discussed over email.

Access to the class website as well as your email is required for this class. It is your responsibility to regularly check both the class website 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.mccombs.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.

Although you may collaborate with other students on in class participation questions and class in general, you must turn in your own work; otherwise, attempting to share information or collaborating on quizzes or exams will warrant a severe academic penalty and also be reported to Student Judicial Services.

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 and also be reported to Student Judicial Services.

**Students with Disabilities**

Students with disabilities may request appropriate academic accommodations from the Division of Diversity and Community Engagement, Services for Students with Disabilities, 512-471-6259, http://www.utexas.edu/diversity/ddce/ssd/.

If you receive academic accommodations, which include extended time on exams or a reduced distraction environment during exams, reservations at the McCombs testing center will be made on a “first come, first serve” basis. To make a reservation, you should contact the instructor as soon as possible, but no later than fourteen 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.
- Familiarize yourself with all exit doors of each classroom and building you may occupy.
- 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.