Course Syllabus
Fall 2015

Course Information

<table>
<thead>
<tr>
<th>Section</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>02695</td>
<td>MW from 8-9:30am</td>
<td>UTC 2.102A</td>
</tr>
<tr>
<td>02700</td>
<td>MW from 12:30-2pm</td>
<td>UTC 2.102A</td>
</tr>
<tr>
<td>02705</td>
<td>MW from 2-3:30pm</td>
<td>UTC 2.102A</td>
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</tbody>
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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              GSB 5.126B

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        canvas.utexas.edu

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-TWQNYQP2W4CPS 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-TWQNYQP2W4CPS

During the registration process, you will be prompted for an ID; you should enter your UTEID in that field. If you encounter a problem, contact Cengage Technical Support by phone at 800-990-8211 or at http://support.cengage.com/magellan/ClassLandingPage.aspx?OptyId=1-24TNQPH
Internet-enabled device

This class requires the use of an internet-enabled device such as a laptop computer, tablet or smart phone that can access the internet. You should bring such a device to every class session.

Marketplace

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 discussed in class within the first few weeks of the semester.

Other

#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. These surveys will require the use of a mobile device such as a laptop computer, tablet or smart phone that can access the internet; as such, you are responsible for bringing one to every class session and ensuring that it is functioning properly. In addition, regular exercises will be scheduled using CengageNOW that will be similar to the practice problems noted below. Completing these exercises with at least a passing grade will also be used to help determine your participation grade. Although there is no way to make-up participation points that are missed for any reason, you will only need 85% of the total points possible to get full credit for participation (meaning that you can miss a number of participation points before it impacts your grade in any way).

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.

Quizzes

Periodic quizzes will be given to ensure that you are engaged in class activities and have a thorough understanding of the material. Quizzes will generally contain five or ten multiple choice and/or short answer questions; in addition, many quizzes will be cumulative in nature. 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 20-25 quizzes during the semester and your lowest three quiz grades will be dropped before determining your course grade.

Assignments

Several graded assignments will be scheduled throughout the semester, which will generally be turned in online via the class website. Specific details such as assignment content, due dates, etc. will be discussed in class. The assignments will be similar to the practice problems noted above. Your lowest assignment grade will be dropped before 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 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.

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>Assignments</td>
<td>A-</td>
<td>90-92.9%</td>
</tr>
<tr>
<td>Quizzes</td>
<td>B+</td>
<td>86-89.9%</td>
</tr>
<tr>
<td>60%</td>
<td>B</td>
<td>83-85.9%</td>
</tr>
<tr>
<td>25%</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>
</tr>
<tr>
<td></td>
<td>D+</td>
<td>66-69.9%</td>
</tr>
<tr>
<td></td>
<td>D</td>
<td>63-65.9%</td>
</tr>
<tr>
<td></td>
<td>D-</td>
<td>60-62.9%</td>
</tr>
<tr>
<td>15%</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, an internet-enabled device as well as a basic calculator to each class.

If you miss an assignment or quiz 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.

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 and tablets 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, please 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.
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 will warrant a severe academic penalty and also be reported to Student Judicial Services.

Regarding the use of internet-enabled devices, allowing another student to use their device to turn in work for you, using your device to turn in work for another student or turning in work while not actually in 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/.

**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 quiz or an assignment 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.