



UNIVERSITY of HAWAII®  
**WINDWARD**  
COMMUNITY COLLEGE

**ACC 201 INTRO TO FINANCIAL ACCOUNTING**  
**Three (3) Credits**

**CRN 64150 & CRN 64330**  
**8-Week Asynchronous Online**

**INSTRUCTOR:** Deacon Hanson, CPA (not in public practice), MAcc  
**OFFICE:** Palanakila 132  
**OFFICE HOURS:** Students may contact me via email, text, telephone (cell or office), Zoom or using AskMyInstructor in MyAccountingLab. Phone phone calls, please use (808) 224-2278. Due to COVID-19, if you call (808) 236-9237, you will be prompted to leave a voice message which I will return.  
**TELEPHONE:** 236-9237(office)  
224-2278(cell)  
**EMAIL:** [dhanson@hawaii.edu](mailto:dhanson@hawaii.edu)  
**EFFECTIVE DATE:** Spring/2023

**WINDWARD COMMUNITY COLLEGE MISSION STATEMENT**

*Windward Community College offers innovative programs in the arts and sciences and opportunities to gain knowledge and understanding of Hawai'i and its unique heritage. With a special commitment to support the access and educational needs of Native Hawaiians, we provide the Ko'olau region of O'ahu and beyond with liberal arts, career and lifelong learning in a supportive and challenging environment — inspiring students to excellence.*

**CATALOG DESCRIPTION**

Introduction to accounting theory and methods used to record and report financial information according to generally accepted accounting principles.

The student learning outcomes are:

1. Describe and understand the nature, environment and role of accounting as it relates to individuals, business organizations, and the business community.
2. Analyze, record, and report the business activities and transactions of a service and/or merchandising type organization using generally accepted accounting principles (GAAP).
3. Understand and describe what internal controls are, including its basic components and limitations, and apply internal control activities in the control of cash and merchandising transactions.
4. Apply GAAP in accounting for financial assets and liabilities including, but not limited to, short-term financial assets, inventories, long-term assets, and current liabilities.

### Activities Required at Scheduled Times Other Than Class Times

Course work will be facilitated and completed using a combination of the University of Hawaii Laulima course management website and **MyAccountingLab**. Either medium may be used to administer examinations, and students may be required to coordinate one, or more, of their test taking sessions with a qualified testing center. All assigned homework is hosted at the **MyAccountingLab** companion site.

The digital access for the course is being delivered through our bookstore's Interactive Digital Access Program (IDAP). The cost of the digital materials will automatically be charged to your student account at a deeply discounted price. You are responsible for paying for charges applied to your student account. The MyAccountingLab access is being delivered through [www.myaccountinglab.com](http://www.myaccountinglab.com).

### INSTRUCTIONS FOR USING VITAL SOURCE TO ACCESS MYACCOUNTINGLAB AND THE ETEXT

Here image from Laulima of the Vital Source link. Once you click on this link, you will be prompted by the system to register in the MyAccountingLab course.

Week 15 11/29/20 - 12/05/20

Week 16 12/06/20 - 12/12/20

Week 17 12/13/20 - 12/18/20

Tests & Quizzes

Assignments, Tests and Surveys

Assignments

Forums

VitalSource for UH Windward CC IDAP

Help

**Course Technology**

Technological tools used in this course:

1. Laulima as a Learning Management system (Laulima (Sakai) Accessibility Statement).

**Note: Please be aware that Laulima**

- will be **unavailable on a daily basis from 3:00 am - 4:00 am HST** for server backup and maintenance.
- automatically logs you out *if it does not detect activity for two hours*. A warning message will appear notifying

In Laulima, click on the VitalSource for UH Windward CC IDAP menu item.

You will have the opportunity to opt out of the IDAP program, but either way, you are required to have access to the MyAccountingLab course material. If you do choose to opt out, you will need to work directly with Pearson to obtain the course material and the correct MyAccountingLab access.

### STUDENT LEARNING OUTCOMES

The student Learning Outcomes are listed above in the Catalog Description category of this syllabus.

### COURSE CONTENT

The course's content is aimed at exposing the student to the accounting and the business environment by introducing the processes involved in recording business transactions, executing the adjustment process, and completing the accounting cycle. Course content introduces accounting concepts using a service business model and later details accounting processes involved in merchandising operations, including the recordkeeping involved with a business that maintains merchandise inventory. The course's content also includes: Internal control, as it applies to cash; accounting for

receivables, plant assets & intangibles, current liabilities & basic payroll, long-term liabilities, bonds payable, corporations; and the financial statement classification for all said items.

## COURSE TASKS

1. Since accounting has been defined as the language of business, students will be expected to:
  - a. Learn and understand basic accounting terminology.
  - b. Analyze basic transactions in terms of debits/credits.
  - c. Journalize transactions.
  - d. Post transactions.
  - e. Prepare a trial balance.
  - f. Schedule accounts receivables & payables.
  - g. Complete a worksheet.
  - h. Prepare financial statements.
  - i. Journalize & post adjusting/closing entries.
  - j. Prepare a post-closing trial balance.
  - k. Use online tools such as Laulima and MyAccountingLab.
2. Correctly answer at least 60% of all questions on the Quizzes and Tests.
3. Score at least 60% on all assigned homework.
4. Participate in team forum discussions, helping to create weekly questions to ask the instructor.

## ASSESSMENT TASKS AND GRADING

1. To pass the course, you must complete “Course Tasks” 1. through 4.
2. Available Course Points are as follows:

<u>Assignment</u>	<u>Available Points</u>
Homework	50
Quizzes	10
Midterm Exam	10
Final Exam	10
Discussion & Participation	10
Accounting Cycle Tutorial	10
<b>Total Available Points</b>	<b>100</b>

### **HOMEWORK (50 Points Overall)**

Assigned homework must be submitted via the **MyAccountingLab** online portal. **MyAccountingLab** allows you multiple attempts at each homework problem. The student is given the whole 8-week session to complete all of the homework assignments. Because it is very easy to fall behind to a point where catching up is extremely difficult, you are strongly encouraged to pace your homework completion to follow the progression of the topics as listed in the course schedule (see the last page of this syllabus). Your final homework grade will be determined using an export of your

homework scores from **MyAccountingLab** on **March 3, 2023 at 5:00pm**. Any homework that is submitted after **March 3, 2023 at 5:00pm** will not be considered when computing your overall course grade.

The overall homework score is computed by averaging all of your chapter homework percentage scores and multiplying that average by 50 points. For example, assume that a student had the following percentage scores for each assigned chapter:

Chapter 1 80%	Chapter 2 90%	Chapter 3 75%	Chapter 4 100%	
Chapter 5 50%	Chapter 6 95.5%	Chapter 7 82.3%	Chapter 8 77%	
Chapter 9 79.2%	Chapter 10 100%	Chapter 11 45%	Chapter 12 90%	Chapter 13 56%

This student's overall homework grade would be computed as follows:

1) Totaling All the Chapter Percentage Scores  $(80\% + 90\% + 75\% + 100\% + 50\% + 95.5\% + 82.3\% + 77\% + 79.2\% + 100\% + 45\% + 90\% + 56\%) = 1020\%$

2) Dividing the Total of the Chapter Percentage Scores by 13 (the number of assigned chapters) to get the average homework percentage score:

$$1020\% / 13 \text{ Chapters} = 78.46\% \text{ average homework score}$$

3) Multiplying the average homework percentage score by 50 possible homework points to get the overall homework grade:

$$78.46\% \times 50 \text{ possible homework points} = 39.23$$

If you need to get an idea of your homework grade throughout the session, use the above example.

### **QUIZZES (10 Points Overall)**

In MyAccountingLab, you will find a chapter quiz for each assigned chapter. You are required to take the chapter quiz once you have completed the homework for the chapter. Your final points for quizzes will be determined using an export of your quiz scores from **MyAccountingLab** on **March 3, 2023 at 5:00pm**. Any quizzes that are submitted after **March 3, 2023 at 5:00pm** will not be considered when computing your overall course grade.

The overall quiz score is computed by averaging all of your chapter quiz percentage scores and multiplying that average by 10 points. If you need to determine your quiz score over the session, you can use the example in the Homework section above to compute your overall quiz grade by substituting 10 points for the 50 points listed above.

### **MIDTERM & FINAL (10 Points Each)**

The midterm and final exams may be proctored exams. At approximately one (1) week prior to each exam, the instructor will notify of the areas that you need to focus on to be successful at the exam, the duration of the exam, other logistics of the exam including whether the exam is a proctored or non-proctored test. Students will be given a one (1) week window to complete each exam.

Your exam scores are computed by multiplying your exam percentage score from MyAccountingLab by 10 points for each exam. For example, if a student scored 83.2% on their midterm, they would receive 8.32 points for their midterm grade, computed as  $83.2\% \times 10 \text{ points} = 8.32 \text{ points}$ .

**DISCUSSION & PARTICIPATION (10 Points)**

The course is 8 weeks long, starting on January 9, 2023 and ending on March 3, 2023. Students are required to participate in assigned Laulima Forum Discussions. These discussions are to be held in Laulima under Forums. Each student in a forum must show substantial interaction with his/her fellow teammates by posting and responding in the Laulima forum. The discussion should focus on the course material.

To receive the full 10 points for discussion and participation, a student must:

- 1) Make the minimum individual posting to each assigned discussion forum (see instructions in each forum).
- 2) Respond to a fellow classmate in each week's discussion forum.

**ACCOUNTING CYCLE TUTORIAL (10 Points)**

The instructor has assigned an accounting cycle tutorial in MyAccountingLab. This tutorial covers much of the material in chapters 1 through 4. Because completing the accounting cycle is a critical skill needed by all accountants, the tutorial will give you more in depth knowledge of the process involved.

Your Accounting Cycle Tutorial score is computed by multiplying your Accounting Cycle Tutorial percentage score from MyAccountingLab by 10 points. For example, if a student scored 90% on their Accounting Cycle Tutorial, they would receive 9 points for their Accounting Cycle Tutorial, computed as  $90\% \times 10 \text{ points} = 9 \text{ points}$ .

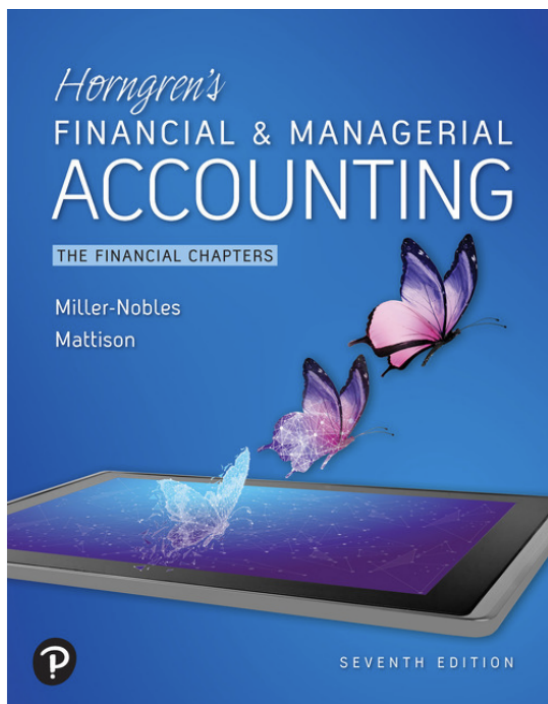
### **OVERALL GRADE (100 Points Available)**

Students' individual letter grades will be given at **the end of the course** and will be based on their overall accumulation of earned points as detailed above. **Note: Percentages and points shown at the Laulima website, and at the MyAccountingLab website, are unofficial, and may differ significantly from the student's final course grade. Students who wish to assess their progress during the semester should use the computation guidance provided above for each assignment category.** Letter grades will be assigned to students based on overall percentage scores as follows:

A	90 POINTS OR MORE
B	BETWEEN 80 POINTS AND 89 POINTS
C	BETWEEN 70 POINTS AND 79 POINTS
D	BETWEEN 60 POINTS AND 69 POINTS
F	BELOW 60 POINTS
I	Incomplete may be given as a temporary grade if a student fails to complete a small part of the course because of circumstances beyond his or her control. The student is expected to complete the course by the designated deadline in the succeeding semester. If this is not done, the I grade will revert to the contingency grade identified by the instructor.
W	Withdrawal grade will only be given if official withdrawal is processed according to published procedures. (See current schedule and college catalog)
CR/NC	The Credit / No-Credit option is available for this course. Check with Admissions and Records if this is what you decide to do.

## LEARNING RESOURCES

The student will need access to the applicable chapters in *Hongren's Financial & Managerial Accounting, Pearson*. The student also needs access to the **MyAccountingLab** on-line course site. See the Activities Required at Scheduled Times Other than Class Times section above. The following is the Textbook title and related ISBN's:



### Access Code Card

ISBN-10: 0-13-650527-9

ISBN-13: 978-0-13-650527-3

## ADDITIONAL INFORMATION

- Deacon Hanson holds a BBA and a MAcc from the University of Hawaii and is licensed in Hawaii as a Certified Public Accountant (not in public practice).
- The course has been designed to reward students for their perseverance and hard work. Multiple attempts are provided for the homework, and homework is the biggest percentage of a student's overall grade. Students are encouraged to work, and re-work homework as many times as necessary to master the material.
- Students should use the Overall Grading section of this syllabus to calculate their current overall grade as the semester progresses. If you have questions on how to do this, please contact the instructor.
- MySuccess: Students may be referred for extra help or advising through MySuccess. Students can also explore resources at [MySuccess.Hawaii.edu](http://MySuccess.Hawaii.edu) and [windward.hawaii.edu/MySuccess](http://windward.hawaii.edu/MySuccess)

## DISABILITIES ACCOMMODATIONS

If you have a physical, sensory, health, cognitive, or mental health disability that could limit your ability to fully participate in this class, you are encouraged to contact the Disability Specialist Counselor to discuss reasonable accommodations that will help you succeed in this class. Jodi A.-K. Asato, Counselor, Disability Student Services Office Hale Kako'o 105, 808-235-7472, [wccdsso@hawaii.edu](mailto:wccdsso@hawaii.edu)

## TITLE IX

Title IX prohibits discrimination on the basis of sex in education programs and activities that receive federal financial assistance. Specifically, Title IX prohibits sex discrimination; sexual harassment and gender-based harassment, including harassment based on actual or perceived sex, gender, sexual orientation, gender identity, or gender expression; sexual

assault; sexual exploitation; domestic violence; dating violence; and stalking. For more information regarding your rights under Title IX, please visit: [https://windward.hawaii.edu/Title\\_IX/](https://windward.hawaii.edu/Title_IX/).

Windward Community College is committed to the pursuit of equal education. If you or someone you know has experienced sex discrimination or gender-based violence, WCC has resources to support you. To speak with someone confidentially, contact the Mental Health & Wellness Office at 808-235- 7393 or Kaahu Alo, Designated Confidential Advocate for Students, at 808-235-7354 or [kaahualo@hawaii.edu](mailto:kaahualo@hawaii.edu). To make a formal report, contact the Deputy Title IX Coordinator, Karen Cho, Deputy Title IX Coordinator, 808-235-7404, [kcho@hawaii.edu](mailto:kcho@hawaii.edu)

## **ACADEMIC INTEGRITY**

Work submitted by a student must be the student's own work. The work of others should be explicitly marked, such as through use of quotes or summarizing with reference to the original author.

Students can upload papers to <http://www.TurnItIn.com> to have papers checked for authenticity, highlighting where the paper potentially fails to appropriately reference sources.

In this class, students who commit academic dishonesty, cheating or plagiarism will have the following consequence(s):

Students will receive a failing grade for plagiarized assignments.

All cases of academic dishonesty are referred to the Vice Chancellor for Student Affairs.

## **ALTERNATE CONTACT INFORMATION**

If you are unable to contact the instructor, have questions that your instructor cannot answer, or for any other issues, please contact the Academic Affairs Office:

Location: Alakai 121

Phone: 808-235-7422

Email: [wccaa@hawaii.edu](mailto:wccaa@hawaii.edu)



# ACC 201

## Spring 2023 Schedule

Week		
Beginning	Ending	Chapter / Exam / Assignment
01/09/23	01/14/23	Chapter 1 Accounting and the Business Environment Chapter 2 Recording Business Transactions
01/15/23	01/21/23	Chapter 3 The Adjusting Process Chapter 4 Completing the Accounting Cycle
01/22/23	01/28/23	Chapter 5 Merchandizing Operations Chapter 6 Merchandize Inventory
01/29/23	02/04/23	Chapter 7 Internal Control and Cash Chapter 8 Receivables
02/05/23	02/11/23	<b><u>Midterm Chapters 1 through 8</u></b> Chapter 9 Plant Assets, Natural Resources, and Intangibles Chapter 10 Investments
02/12/23	02/18/23	Chapter 11 Current Liabilities and Payroll Chapter 12 Long-Term Liabilities
02/19/23	02/25/23	Chapter 13 Stockholders' Equity Chapter 14 Statement of Cashflows
02/26/23	03/03/23	Chapter 15 Financial Statement Analysis <b><u>Final Exam Chapters 9 through 15</u></b>