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Office Hours: This class will be team taught by 2 instructors: myself, and Dr. John Malloy. Thus office hours are by appointment only with the instructor teaching that section. My office hours are: Monday 6:00 to 7:00pm Tuesday 9:00 to 9:30 am 1:00 to 2:00pm Thursday 9:00 to 9:30 am and 1:00 to 2:00 pm and by appointment

Course Overview: [REQUIRED]

CPA REVIEW OF REVIEW OF REGULATION (REG) AND BUSINESS CONCEPTS (BEC)

This course is designed to cover a portion of the topics covered on the national examination required to become a certified public accountant. This course will focus on federal tax law, business law, ethics and a Certified Public Accountant’s professional and legal responsibilities. Awareness and understanding of the general business environment and business concepts needed to understand implications of accounting in business transactions are emphasized. We will look at the underlying business reasons for the decisions made in the business environment as it deals with these accounting principles. This course and its sister course, ACCT 7627 are designed to provide a review of topics tested on all sections of the CPA examination.

Pre-Requisites/Co-Requisites:

The prerequisites for the course are the same courses required by the State of Tennessee to be able to sit for the CPA exam. A student must have successfully completed 24 hours of undergraduate accounting courses (18 must be upper level – 3000 or above) and possess a
bachelor’s degree. Legal Environment and Business Law will count as general business credits but not as accounting credits.

**Required Texts (and Related Materials): [REQUIRED]**

- Resources from Becker CPA Review

**Course Objectives: [REQUIRED]**

**COURSE CONTENT**

The primary content areas covered in each section of the course are:

**Business (BEC)**

1. Corporate Governance and Financial Risk Management
2. Financial Management
3. Operations Management: Cost Accounting and Performance Management
4. Operations Management: Planning Techniques
5. Economic Concepts and Analysis
6. Process Management and Information Technology

**Regulation (REG)**

1. Ethics and professional responsibility
2. Business law
3. Federal tax procedures and accounting issues
4. Federal taxation of property transactions
5. Federal taxation—individuals
6. Federal taxation—entities

**THE CPA EXAM**

The exam is given at the Prometrics Testing Center and can be scheduled any time during the 60 day open testing window. The examination time allocated for each section is as follows:

- Auditing and Attestation (AUD) 4.5 hours
- Regulation (REG) 4 hours
- Business Environment and Concepts (BEC) 4 hours
- Financial Accounting and Reporting (FAR) 4 hours
Fogelman College: Learning Outcomes for Your Degree [REQUIRED]

This course is designed to help you to meet the overall learning objectives for the BBA degree offered by the Fogelman College. You should take the time to become familiar with the overall learning objectives as a student in the BBA degree program.

- [MS in Accounting Program Outcomes (opens in new window)]

Course Methodology

This is a hybrid course including both live and on-line portions and much of the learning will be self-managed and self-paced.

Professor’s Expectations of Students:

In general, you should assist the instructor in creating a positive, supportive environment for learning by staying engaged in the course and actively participating in all online discussions.

Student's Expectations of the Professor:

In my role as your instructor, there are certain things you can expect from me including: well-organized and engaging learning experience, response to emails within two (2) business days, and feedback on all work submitted within 7-10 calendar days.

Grading and Evaluation Criteria [REQUIRED]

**GRADING**

On eCourseware, you will find your scores under the following specific headings:

For 7627:

<table>
<thead>
<tr>
<th>Percentage Scale</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance**</td>
</tr>
<tr>
<td>Becker Homework</td>
</tr>
<tr>
<td>Comprehensive exam (BEC)*</td>
</tr>
<tr>
<td>Comprehensive exam (REG)*</td>
</tr>
</tbody>
</table>

* If you can provide evidence of passing one part (BEC or REG) by April 24th, you get 100% for the exam.

*** If you take the CPA exam for REG or BEC in April you can submit the form showing you took it and get an automatic 80 on the exam part of the class.

** Attendance grade is based on the following: 2 or fewer absences = 100%

For each additional absence, it will cost you 8% toward the attendance grade.
All videos must be watched to get credit for the class!

Your final grade for each course will be determined based on the following scale:
- A = 90% or above
- B = 80% - 89%
- C = 70% - 79%
- D = 60% - 69%
- F = Below 60%

EXAMS

Exams will be on eCourseware. They will be timed and available during the following time periods:

Exam 1 (BEC)– Open from 8am Mar 15th – 11:59pm March 31st
Exam 2 (REG)– Open from 8am April 20th – 11:59 May 2nd
List of Formal Assessed Activities

See the Becker schedule found in Elearn.

Schedule of Activities

Final Exam Schedule [REQUIRED]

The final exam for this class will be scheduled according to the Registrar’s academic calendar website (opens in new window).

Course Policies [REQUIRED]

E-MAIL:

All students are required to maintain and access their University of Memphis (@memphis.edu) email account. You will receive all official course correspondence at this email account. Any inability to receive incoming mail in a timely fashion (e.g., not regularly checking your email, having a “full mailbox” condition, etc.) is the student’s responsibility.

Attendance: [REQUIRED]

Students are allowed 2 absences with no penalty. Beginning with the 3rd absence, the student will lose 8% of the attendance grade for every absence above the 2.

Adding / Dropping:

If you have questions about adding or dropping classes, please refer to this page on the Registrar’s website (opens in new window).

Academic Integrity: [REQUIRED]

The University of Memphis has clear codes regarding cheating and classroom misconduct. If interested, you may refer to the Student Handbook section on academic misconduct for a discussion of these codes. Note that using a “Solutions Manual” is considered cheating. Should your professor have evidence that using a “Solutions Manual” has occurred, he/she may take steps as described on the campus’ Office of Student Conduct website (opens in new window). If you have any questions about academic integrity or plagiarism, you are strongly encouraged to review the Fogelman College’s Website on Academic Integrity (opens in new window).

Participation:

To be successful in this course as a student, you must stay active and involved throughout the entire semester. Students are expected to participate in all interactive aspects of the course. You should also regularly communicate with the instructor as part of your overall learning.
experience, check into the course frequently for announcements (usually on the course homepage), and actively participate in threaded discussion events (both formal and informal). You should plan on logging into the course at least three times each week.

**Classroom or Online Behavior:**

All participants in the course should be considerate of the other course participants and treat them (as well as their opinions) with respect. The class will operate under the assumption that any and all feedback offered is positive in nature and that the intentions of the person(s) providing feedback are strictly honorable. Insensitivity in this area will not be tolerated. If you have any questions about online communication, you should review the Fogelman College’s [Netiquette website](opens in new window).

**Late Assignments:**

Assignments and projects may be submitted anytime up to and including the date due. Please review all information in this syllabus and related “Course Activity Summary / Schedule” for all due dates for formally assessed work. If your work is not submitted on time, the instructor reserves the option to deduct up to 20% of the grade value for tardiness depending upon the circumstances and appropriate communication between the student and the instructor.

**Extra Credit:**

There is no extra credit offered in this course. Your final grade will be computed based on your work on the formal/assessed activities previously described in this syllabus.

**Reporting Illness or Absence:**

Due dates and deadlines have been established for each graded assignment. In this course, deadlines are taken very seriously. Please do not wait until the last day to submit assignments or to take quizzes and exams. If an emergency should arise, it is the student’s responsibility to contact the instructor prior to the deadline to discuss the matter. A deadline extension will be considered only if all of the following conditions are met:

1. Extreme emergency and 2. Instructor contacted prior to the due date.

**Inclement Weather:**

In the event that inclement weather requires the cancellation of classes at The University of Memphis, local radio and television media will be immediately notified. Additionally, The University of Memphis has established an Inclement Weather Hotline at 678-0888 as well as [TigerText](opens in new window), an emergency alert text messaging service to students, faculty and staff. This optional service is used in the event of an on-campus emergency, an unscheduled university closing, or a delay or cancellation of classes due to, for instance, inclement weather. Additional information on [TigerText](opens in new window).

**Syllabus Changes:**

The instructor reserves the right to make changes as necessary to this syllabus. If changes are necessitated during the term of the course, the instructor will immediately notify students of
such changes both by individual email communication and posting both notification and nature of change(s) on the course bulletin board.

**Student Services**

Please access the [FCBE Student Services (opens in new window)](http://example.com) page for information about:

- Students with Disabilities
- Tutoring and other Academic Assistance
- Advising Services for Fogelman Students
- Technical Assistance