Course Syllabus
ACCT 7080-M50 – Financial/Managerial Accounting
Fall Semester, 2020
3.0 Credit Hours
(Last updated: 8/5/2020)

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Office Hours: As this is a fully online class, the standard means for communicating with the instructor is via course email throughout the semester. However, phone calls can be scheduled as needed.

COVID-19 Notice Please visit the Fogelman College of Business and Economics COVID-19 Notice page in order to verify that you understand and will adhere to the College’s policies on student accommodation, health and safety on campus, classroom conduct, and reporting procedures. (https://www.memphis.edu/fcbe/faculty/covid_19_notice.php)

Course Overview:
Accounting is often referred to as the language of business. The purpose of accounting is to provide meaningful financial information to individuals and institutions that have an interest in business, whether they are investors, creditors or managers. Most Americans today invest in business through the stock market. Intelligent investors seek out financial information on companies to make more informed investment decisions. It is a company’s accounting system that creates and provides the information used by investors. Business managers likewise need information produced through accounting in making the day-to-day operational decisions that improve a company’s performance and profitability. If you hope to become a successful investor or manager or simply want a better understanding of your own financial situation, you will need to understand accounting information to improve your decision-making.

Pre-Requisites/Co-Requisites:
Graduate-level course. Please note that this class is not acceptable credit for MS Accounting students.
Required Texts (and Related Materials):


- Connect – Connect Accounting is packaged free with the textbook *if the textbook is purchased through the university* or Tiger bookstore. With Connect, you also get 24/7 online access to an eBook – an online edition of the text – to aid you in successfully completing your work, wherever and whenever you choose. What’s included is an **access code** you’ll need to register with Connect.
  - **If you purchase the textbook used or online**, you will need to go to the Connect class link in eCourseware to purchase Connect (located under *Getting Started*).
  - **Connect is required to successfully complete this course!** Further instructions on Connect are detailed in a separate video on eCourseware under “*Getting Started*.”
  - **The most economical means of acquiring the textbook** is through Connect using only the eBook. Though a hard copy of the book is helpful, it is not required. **The publisher does offer a hard copy alternative in a 3-ring binder version at a very reduced price.**

All exams are monitored online using the McGraw-Hill Education Tegrity (or, perhaps, Proctorio) software. **Required materials for online students include a computer with the capability of downloading and installing the Tegrity software and a functioning camera attached to your computer.** You will be required to take a picture of yourself holding up your student ID (or other photo ID) before each test and you are required to use the Tegrity software to record your computer screen and take a video of yourself while you are taking each exam. This may apply to quizzes and other assignments as designated by your instructor. **The fee for the exam proctoring software is $15 per student for the semester, so please plan accordingly.**

The exams are closed book, with no paper, notes, books, websites or assistance. Only 1 monitor may be used. All math must be done on the screen using Excel, on screen calculator, etc. If you need to make any notes you must use Word.

**Location of Course Materials:**

This is a fully online course and all course materials (lectures, discussion topics, news, etc.) are located on the eCourseware website (opens in new window).

**Course Objectives:**

By successfully completing this course, students will be able to:

1. Explain fundamental accounting concepts, the elements of financial statements, and basic accounting vocabulary.
2. Explain and use the accounting equation in basic financial analysis and explain how the equation is related to the financial statements.
3. Prepare basic financial statements and explain the articulation between the basic statements.
4. Prepare and interpret basic financial data.
5. Explain the issues of ethics in financial accounting reporting.
6. Explain the basic features of accounting and reporting by organizations, including the principles underlying the design, integrity, and effectiveness of information systems.
7. Explain the difference between financial and managerial accounting.
8. Understand the types of costs and how they behave in order to calculate cost-volume-profit relationships.
9. Understand the types of budgets and be able to prepare many of the budgets.
10. Gain an understanding of management’s decision-making process as it relates to product pricing, production, equipment replacement, etc.

Fogelman College: Learning Outcomes for Your Degree

The Fogelman College has established the following learning goals for all students successfully completing the MBA degree:
• Graduates will be leaders.
• Graduates will be technologically competent.
• Graduates will be knowledgeable about social and ethical issues and trends affecting business.
• Graduates will be knowledgeable in functional areas and their integration.
• Graduates will be critical thinkers and problem solvers.

Additional information can be found at the Fogelman Assurance of Learning website.

Course Methodology

Everything will be done fully online and asynchronously (meaning the class will not meet at specific times). It is imperative that the students exercise discipline and follow the timing of all assignments.

Professor’s Expectations of Students:

Many consider accounting to be another math course. This is far from the truth. While numbers are involved throughout, the math is basic. Do not tell yourself, “I have never been good at math so I will not do well in an accounting course.” Accounting involves analyzing business transactions, knowing how to record those transactions, preparing financial statements, and interpreting financial results. Doing well in an accounting course involves analyzing and organizing information. For this reason, completing the chapter assignments is the key to success. Students often falsely believe that they can wait until the night before the exam, cram everything in, and do just as well as if they were prepared daily. To do well, you need to work all assignments. In every semester, some students have a natural talent for understanding accounting and do well on the multiple-choice exams with relatively little effort. Other students are able to master the material only after working very hard. Finally, for some students, the analytical thinking process associated with accounting is a skill that they seem to have been born without and regardless of the time and effort put into the course it just doesn’t come. If this is you and you have honestly put forth your best effort, do not get discouraged. Do the best you can, learn as much as you can, and do not become overly concerned about your ultimate grade.
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 ONE business day, and feedback on all work submitted within 3-5 calendar days.

Grading and Evaluation Criteria

Over the semester, you will have a variety of opportunities to earn points towards your final (overall) letter grade in this course. This section of the syllabus describes the assessed work you will be doing and how overall (final) letter grades will be computed.

Final Course Grades

Final course grades are earned according to the following table:

<table>
<thead>
<tr>
<th>Point Range</th>
<th>Assigned Grade</th>
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<tbody>
<tr>
<td>630-700 Points</td>
<td>A</td>
</tr>
<tr>
<td>560-629 Points</td>
<td>B</td>
</tr>
<tr>
<td>490-559 Points</td>
<td>C</td>
</tr>
<tr>
<td>420-489 Points</td>
<td>D</td>
</tr>
<tr>
<td>Under 420 Points</td>
<td>F</td>
</tr>
</tbody>
</table>

Summary of Graded Activities

Points earned on the assessed activities will be distributed as follows:

<table>
<thead>
<tr>
<th>Deliverable</th>
<th>Total Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Connect Practice Assignments (20 @ 5pts each)</td>
<td>100</td>
</tr>
<tr>
<td>Connect Required Assignments (20 @ 10pts each)</td>
<td>200</td>
</tr>
<tr>
<td>Exam 1</td>
<td>100</td>
</tr>
<tr>
<td>Exam 2</td>
<td>100</td>
</tr>
<tr>
<td>Exam 3</td>
<td>100</td>
</tr>
<tr>
<td>Project</td>
<td>40</td>
</tr>
<tr>
<td>Discussions (20 @ 3pts each)</td>
<td>60</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>700 pts</strong></td>
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</tbody>
</table>
**Connect Practice Assignments**
Practice Assignments are attached to each chapter in Connect. Practice points are worth 5 points each for total possible points of 100. These Practice Assignments are designed to prepare you for the Connect Required Assignments. You will have unlimited chances to work the Practice Assignments up until the close date with the highest score counting. Also, with the Practice Assignments you can check your answers before you submit them. The design of these assignments is to ensure that you achieve a score of 5. These assignments have end dates. Any late submissions will be docked 10% per day! You should access the assignment thru eCourseware.

**Connect Required Assignments**
Required Assignments are attached to each chapter in Connect. Each Required Assignment is worth 10 points. You will have two attempts with the best score being counted. The Required Assignments are designed to measure your final comprehension of the chapter subject matter and prepare you for the exams. These assignments have end dates. Any late submissions will be docked 10% per day. You should access the assignment thru eCourseware.

**Exams**
There will be three exams worth 100 points each. These exams consist of multiple choice and true/false questions and the exams will be completed on the Connect software. There will be mock exams to practice as many times as you can before each exam to assist you in preparing. The mock exams will be loaded on Connect. To pass the course you must average at least a 65 on the three exams.

**Project**
In this deliverable we will focus on the application of the material you are studying. Once class begins you will choose a publicly held company that you are interested in. This could be the company that you work for; or, a company near you; or, just a company that you have a keen interest in. The project will allow you to focus on real world financial statements so that the concepts you learn can be viewed in the current financial marketplace.

**Discussion Posts in eCourseware:**
Post a discussion at the end of each chapter to earn your 3 points. Include something you learned during study of the chapter or something you can apply to your work or career. Also, include areas which need clarity so that other students (and I) can reply back with guidance. Discussions only need to be one or two paragraphs. Discussions should be posted after you have completed all of the assignments for a chapter and are due the same day as the Connect
Practice and Required Assignments for the chapter. Late discussion posts only earn 2 points. No discussions are graded after November 15th.

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**Keys to Success in this course**

This is an internet-based, distance learning course. Online computer assisted learning (CAL) is asynchronous (i.e., takes place outside the classroom). If this is your first on-line course, it is different from any course you’ve ever taken. Your first task is to completely alter your mindset as to your role as a student and mine as your instructor. Your role as a student in this course is to be an **active learner**. This should be contrasted with passive learning in which you sit in a classroom listening to a lecture. This is different even from other, more traditional modes of non-passive learning such as group participation or discussion seminars. Active learning in this context entails aggressively seeking and assimilating the packets of knowledge.

My role as instructor is to guide, focus, and critique your learning experience. I do this by giving you assignments that test your reading comprehension and direct your attention to specific accounting issues identified in the textbooks and supplemental material designed for this course. As an active learner, you seek out the information you need to appropriately address the issues. Similar to a traditional lecture classroom, modules or chapters must be completed according to the syllabus schedule. Assignments are scheduled to close (end access) according to the designated dates.

The main reason students fail an online course is because they do not have the self-discipline required to complete an online course. Be sure you plan for the unexpected. Complete the assignments as early as possible during the week. Discipline yourself to doing at least one assignment each day. If you wait until the end of the due date, you will limit your ability to learn the material. **Procrastination will negatively impact your learning!**

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**Course Policies**

**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:**

Since this is an online class taught asynchronously, there are no scheduled meeting times. Thus, formal attendance will not be taken. However, you are expected to stay active and engaged throughout the academic term and keep up with the schedule of activities. Your full
engagement in the class begins on the first day of the semester and should be maintained until the last assignment is submitted. For students receiving federal student loans, any lack of engagement in the course may be treated as non-attendance and potentially impact access to student loans in the future.

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).

Participation:

To be successful in this course as a student, you must stay active and involved throughout the entire semester. Students are expected participate in the interactive aspects of the course. You should also regularly communicate with the instructor via email or phone as part of your overall learning experience, check into the course frequently for announcements (usually on the course home page), and actively participate in threaded discussion events (both formal and informal) should they be assigned.

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).

Bonus Points:

Bonus points for extra work are found in Connect in the form of Smartbook assignments. There are no extensions for these opportunities – they close on the due date. I recommend you work them all, as these points could possibly make the difference between success or non-success in the course. You can earn partial credit for portions you complete by the due date. Start early.

There is an Introduction Forum in the Discussion area of eCourseware. Please post an introduction. It is worth 2 bonus points if posted by September 18, 2020.

Appendix C and a few other assignments may be added as bonus work. There are no other extra credit opportunities.

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.

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 Accommodations

Students with accessibility issues or learning accommodation issues due to a disability should contact Disability Resources for Students (DRS) to submit an official request for course accommodations. Contact DRS at 901.678.2880 or at drs@memphis.edu. (https://www.memphis.edu/drs/index.php)

Academic Integrity

Plagiarism, cheating and other forms of academic dishonesty are prohibited. Students guilty of academic misconduct, either directly or indirectly, through participation or assistance, are immediately responsible to the instructor of the class in addition to other possible disciplinary sanctions which may be imposed through the regular institutional disciplinary procedures. (https://www.memphis.edu/osa/students/academic-misconduct.php)

Student Health

Students who have a positive COVID-19 test should contact the Dean of Students at deanofstudents@memphis.edu.

Student Resources

Students who need additional resources can visit the Dean of Students Office website at https://www.memphis.edu/deanofstudents/crisis/index.php.

Student Services

Please access the FCBE Student Services page for information about:

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

Instructional Assistance:

- Additional questions are provided in Connect under “Library”.
- Should you get stuck on a topic, feel free to email me so I can offer assistance. I am
here to help you succeed!

Important Dates:

· August 30, 2020 – Last day to drop with no grade
· October 2, 2020 – Last day to drop with a grade of “W”
· November 17, 2020 – Last day of classes

Final Thoughts:

You should have noticed that one of the learning outcomes of your degree is that you will demonstrate critical thinking skills. Here are a few thoughts as to what that means. The well cultivated critical thinker:

· Raises vital questions and problems, formulating them clearly and precisely;
· Gathers and assesses relevant information, evidence, and facts, using abstract ideas to interpret them effectively, and comes to well-reasoned conclusions and solutions, testing them against relevant criteria and standards;
· Thinks open-mindedly within alternative systems of thought, recognizing and assessing their assumptions, implications, and practical consequences; and
· Communicates effectively with others in finding solutions to complex problems.

Be that person!

Schedule of Activities

<table>
<thead>
<tr>
<th>Date</th>
<th>Title</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>8/17</td>
<td>Course Orientation &amp; Introduction</td>
<td>Read “Getting Started” carefully in eCourseware &amp; Review Connect Orientation Video.</td>
</tr>
<tr>
<td>8/17 - 8/23</td>
<td>Chapter 1; Accounting Information for Decision Making Chapter 2; Basic Financial Statements</td>
<td>Connect Practice Assignments Ch 1 &amp; 2. Due 8/23 Connect Required Assignments Ch 1 &amp; 2. Due 8/23 eCourseware Discussion Posts Ch 1 &amp; 2. Due 8/23</td>
</tr>
<tr>
<td>Date</td>
<td>Week</td>
<td>Chapter</td>
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<tr>
<td>8/24 – 8/30</td>
<td>Week 2</td>
<td><strong>Chapter 3:</strong> The Accounting Cycle: Capturing Economic Events</td>
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<td><strong>Chapter 4:</strong> The Accounting Cycle: Accruals and Deferrals</td>
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<td><strong>Project Submission #1</strong></td>
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<tr>
<td>8/31 – 9/6</td>
<td>Week 3</td>
<td><strong>Chapter 5:</strong> The Accounting Cycle: Reporting Financial Results</td>
</tr>
<tr>
<td>9/7 – 9/13</td>
<td>Week 4</td>
<td><strong>EXAM 1 (CH 1-5) ONLINE</strong> opens 9/7 &amp; closes 9/13</td>
</tr>
<tr>
<td>9/14–9/20</td>
<td>Week 5</td>
<td><strong>Chapter 7:</strong> Financial Assets <strong>Chapter 8:</strong> Inventories and the</td>
</tr>
<tr>
<td>9/21–9/27</td>
<td>Week 6</td>
<td><strong>Chapter 9:</strong> Plant and Intangible Assets <strong>Chapter 11:</strong> Stockholders</td>
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<td></td>
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<td>Equity: Paid in Capital</td>
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<td><strong>Project Submission #2</strong></td>
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<tr>
<td>9/28 – 10/4</td>
<td>Week 7</td>
<td><strong>Chapter 12:</strong> Income and Changes in Retained Earnings <strong>Chapter 13:</strong></td>
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<tr>
<td>10/5 – 10/11</td>
<td>Week 8</td>
<td><strong>Chapter 14:</strong> Financial Statement Analysis</td>
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<td></td>
<td></td>
<td><strong>Project Submission #3</strong></td>
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<tr>
<td>Date</td>
<td>Assignment/Activity</td>
<td>Notes</td>
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<tr>
<td>10/12 – 10/18</td>
<td>EXAM 2 (CH 7, 8, 9, 11, 12, 13, 14) ONLINE opens 10/12 &amp; closes 10/18</td>
<td>Prepare for and take Exam 2.</td>
</tr>
<tr>
<td>10/26 – 11/1</td>
<td>Chapter 20; Cost-Volume-Profit Analysis Chapter 21; Incremental Analysis</td>
<td>Connect Practice Assignments Ch 20 &amp; 21 Due 11/1. Connect Required Assignments Ch 20 &amp; 21 Due 11/1. eCourseware Discussion Posts Ch 20 &amp; 21 Due 11/1.</td>
</tr>
</tbody>
</table>