Course Syllabus

ACCT 7627
CPA Examination Review
BEC and Regulation
Fall 2020 Syllabus
(Last updated: 7/25/2020)

Instructor: James M. Lukawitz, PhD
Phone1: 901.678-3030
Phone2: 901.438-2680
E-mail: jlukawtz@memphis.edu
Office: FCBE #226

Office Hours: Tuesday noon to 2:00pm; 4:30 to 6:30pm 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 or
- Resources from Wiley 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:

<table>
<thead>
<tr>
<th>Section</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auditing and Attestation (AUD)</td>
<td>4.5 hours</td>
</tr>
<tr>
<td>Regulation (REG)</td>
<td>4 hours</td>
</tr>
<tr>
<td>Business Environment and Concepts (BEC)</td>
<td>4 hours</td>
</tr>
<tr>
<td>Financial Accounting and Reporting (FAR)</td>
<td>4 hours</td>
</tr>
</tbody>
</table>

**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.
Course Methodology

This is an on-line class and 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>Simulations</td>
</tr>
<tr>
<td>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 November 30th, you get 100% for the exam.

*** If you take the CPA exam for REG or BEC before November 30th you can submit the form showing you took it and get an automatic 80 on the exam part of the class.

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 September 28\(^{th}\) to October 4\(^{th}\)
Exam 2 (REG) – Open from 8am November 16 to November 21
List of Formal Assessed Activities
See the Agenda found in Elearn.

Schedule of Activities

Final Exam Schedule [REQUIRED]
There is no final exam in this class. We have two exams which are NOT comprehensive.

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]
This is an on-line class hence there will be no attendance taken, however; you are expected to keep up with the lessons/homework for each section.

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 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 home page), 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](https://www.fogelmancollege.edu/netiquette) (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](https://www.tiger-alert.com) (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)] page for information about:

- Students with Disabilities
- Tutoring and other Academic Assistance
- Advising Services for Fogelman Students
- Technical Assistance
- [HomeFogelman College of Business & Economics Faculty & Staff COVID-19 Notice]

COVID-19 Notice

As a student enrolled in an FCBE course, please be advised of the resource websites listed below for student accommodation requests, health and safety requirements on campus, classroom conduct, and reporting a suspected COVID-19 illness. If you have questions about the items listed, please email your instructor.

Student Accommodation Requests

- The University of Memphis is taking all necessary precautions to minimize risk to include careful scheduling of classes, sanitizing and cleaning, and educational/information promotion. However, it is understood that some individuals may be unable to attend on-ground sessions this fall. The University provides a process for students with medically documented reasons (or medically documented reasons for individuals under their care) that prevent them from attending face-to-face classes to request accommodations for remote instruction.
- Disability Resources for Students (DRS) is the University of Memphis department who has been given the responsibility of hearing and approving requests for modifications due to COVID-19 and the virus that causes it. Even if you do not have a disability, but are in need of a modification due to age, living with an at-risk individual or some other circumstance, you must work with DRS. Students seeking accommodations consistent with ADA guidelines must present medical documentation to the Office of Disability Resource Services which will work with the academic departments to provide reasonable accommodations. If faculty or students identify as someone who may be at higher risk for severe illness from COVID-19 due to age or underlying health conditions, or have family members in the "high risk" category, accommodations will be granted to the extent feasible. (Centers for Disease Control (CDC) has provided additional information on who may be at high risk for severe illness at [https://cdc.gov/coronavirus/2019-ncov/need-extra-precautions/index.html](https://cdc.gov/coronavirus/2019-ncov/need-extra-precautions/index.html)
- To start your COVID-19-related request, complete the Student Introduction Form found at [https://yukon.accessiblelearning.com/Memphis/ApplicationStudent.aspx](https://yukon.accessiblelearning.com/Memphis/ApplicationStudent.aspx). When asked for the primary disability, use the dropdown menu to find your COVID-19 request status. Once you've completed this form, you will be contacted via your University of Memphis email about documents needed to support your request. Once documentation is received and reviewed, you will be informed regarding next steps.
- For more information, browse [https://www.memphis.edu/drs/covid19-info.php](https://www.memphis.edu/drs/covid19-info.php)
• The University of Memphis values diversity, and, therefore, students with diverse learning preferences and needs are welcome in this course. You are encouraged to speak with your instructor privately if there are aspects of instruction or design of a course that result in barriers to inclusion or accurate assessment of achievement. If barriers are preventing anyone with a temporary injury or a physical, mental, or cognitive condition from participating fully in this course, please contact Disability Resources for Students (DRS) to submit an official request for course accommodations. You may contact DRS by calling 901-678-2880, emailing drs@memphis.edu, or visiting 110 Wilder Tower.
• For more information, browse https://www.memphis.edu/drs/
• Health and Safety Requirements on Campus
  Students should check their UofM email. Each student received an educational video addressing the important role that each of us play in maintaining the safety and health of our community prior to their return to campus, along with a video about how to properly wear a face covering. Students must watch both videos included in the unique link and submit their intent to comply with the expectations.
• Physical distancing of at least 6 feet between individuals remains in place in all campus spaces. This includes the interior of buildings and outside. Face masks are required in all indoor and outdoor public spaces. All surfaces and computer workstations must be sanitized prior to use. Students must sit only in approved seats or lab workstations. All those on campus must abide by University social distancing and mask protocols, including any contractors or visitors.
• For more information, browse https://www.memphis.edu/coronavirusupdates/plan/agreement.php
• Classroom Conduct
  Face masks or face coverings are required by all faculty, staff, and students in classrooms and on campus. Students without face coverings a first time will be asked to leave the class. Further violations will be referred to the Office of Student Conduct. Students who choose not to follow the face covering requirements will forfeit the right to be on campus.
• For more information, browse https://www.memphis.edu/coronavirusupdates/plan/ongroundinstruction.pdf
• Report Process for Suspected COVID-19 Illness
  To protect the campus community and student health and wellness, the Student Health Center is providing virtual appointments for patients. Visit My Patient Portal to schedule a virtual appointment or call 901.443.1397 or 901.443.6438 between 9 a.m.-4:30 p.m. Virtual appointments are available from 10:30 a.m.-2 p.m., Monday through Friday. After you schedule an appointment on the MyPatient Portal, a provider will reach out with instructions for a Telehealth virtual appointment, which you may access through a personal electronic device.
• If you have symptoms of coronavirus (persistent fever, cough, difficulty breathing) or had contact with a confirmed or suspected case of coronavirus, please call the Student Health Center at 901.443.1397 or 901.443.6438 between the hours of 9 a.m.-4:30 p.m. After hours, please call the COVID-19 public information numbers, 833.556.2476 and 877.857.2945, available from 10 a.m.-10 p.m. daily, or the 24-hour COVID-19 hotline at 800.232.4636.
• For more information, browse https://www.memphis.edu/health/