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**Principles of Accounting**

Syllabus

MGT 120

**Instructor**: Dr. Bari Courts

**Title:** Adjunct Professor

**Office:** Zoom

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**Office Hours:** Before or after class, or by appointment

**Course Description**

Accounting, the financial “language” that organizations use to record, measure and interpret all of their financial transactions and records, is very important in business. All business – from a small family farm to a giant corporation – use the language of accounting to make sure they use their money wisely and to plan for the future. Nonbusiness organizations such as charities and governments also use accounting to demonstrate to donors and taxpayers how well they are using their funds and meeting their stated objectives.

**Course Objectives and Outcomes**

During this course students will:

* Define accounting, and describe the different uses of accounting information
* Analyze financial statements, using ratio analysis, to evaluate a company’s performance
* Define *money*, its functions and its characteristics
* Describe various types of money
* Specify how the Federal Reserve Board manages the money supply and regulates the American banking system
* Describe some current methods of managing current assets.
* Identify some of the sources of short-term financing (current liabilities)
* Discuss how corporations can use equity financing by issuing stock through an investment banker
* Summarize the importance of long-term assets and capital budgeting

**Course Requirements**

* Students are graded on quizzes, written assignments and exams as outlined in the course schedule.
* Students will be required to attend all classes and participate in classroom discussions
* In-class writing projects must be submitted.
* There will be a series of quizzes, assignments and a final examination covering all course material

**Required Text(s)**

*Accounting and Financial Management Tenth Edition*

Authors: O.C. Ferrell, Geoffrey Hirt, Linda Ferrell

Publisher: McGraw Hill ISBN:978-7-115-47634-0

It is expected that each student will obtain a copy of the textbook prior to the beginning of the course

**Required Materials**

* Internet connection and computer for research and access to recommended reading and websites
* Standard Microsoft suite of productivity applications

**Grading Policy**

 **Grade computation**

|  |  |
| --- | --- |
| **ASSIGNMENTS** | **Percentages** |
|  |  |
| Mini Case (2) | 30% |
| Quizzes (2) | 20% |
| Attendance | 10% |
| Final Exam | 40% |
| **Total** | 100% |
|  |  |

 **Grading Scale**

|  |  |  |
| --- | --- | --- |
| **Grade** | **Numeric Value** | **Standard** |
| A | 90-100 | Excellent |
| B+ | 85-89 |  |
| B | 80-84 | Good |
| C+ | 75-79 |  |
| C | 70-74 | Average |
| D\*\* | 60-69 | Min. Passing |
| F | Below 60 | Failure |

**Changes to the Syllabus**

The instructor reserves the right to modify this syllabus at any time.
Such changes will be announced during class meetings. You are responsible for ensuring that your syllabus is current.

**Writing Style**

Ensure the use of correct, formal or professional English in all papers, assignments, presentations, emails, and discussion items. References must follow the American Psychological Association (APA) style in the body of the paper and at the end in the references sections.

**Academic Integrity and Plagiarism**

All students are expected to observe the rules and regulations of Vaughn College of Aeronautics and Technology. Academic honesty and ethically appropriate behavior is expected from all students.

The faculty, departments, or division of the College may impose sanctions on students who commit the following academic integrity violations: cheating, plagiarism, obtaining unfair advantage, forgery of transcripts, and other related acts. Sanctions may include a “0” or failing grade on the assignment, a failing grade for the course, suspension, or dismissal from the College. For the full text of the policy on academic integrity see Academic Dishonesty Policy in your Vaughn College Catalog. Also consult the APA Manual for more general academic, legal and ethical guidelines.

*To avoid plagiarism follow these guidelines:*

1. If you use someone else's words put quotation marks around them and credit the source.
2. If you paraphrase someone else's words, or use their ideas in your own words, credit the source.
3. Examine APA Manual and Vaughn College’s guidelines.
4. If you are not sure about copying, or have any concerns at all, please ask! Contact your instructor for help!

An additional article on how to avoid plagiarism and improve the originality of your paper is included in the Resources section.

**Course Policies**

Refer to the course policies section in Sakai and in your catalog for more information of Vaughn College’s academic and student support services policies and procedures, including academic assistance, academic honesty, disability support services, absences and lateness, discrimination and harassment.

**Course Schedule**

|  |  |  |
| --- | --- | --- |
| Date | Topics  | Chapters |
| Week 1 | Accounting and Financial Markets | 1 |
| Week 2 | Accounting and Financial Markets | 1 |
| Week 3 | Accounting and Financial Markets | 1 |
| Week 4 | Accounting and Financial Markets | 1 |
| Week 5 | Money and the Financial System | 2 |
| Week 6 | Money and the Financial System | 2 |
| Week 7 | Money and the Financial System | 2 |
| Week 8 | Money and the Financial System | 2 |
| Week 9 | Financial Management and the Securities Market | 3 |
| Week 10 | Financial Management and the Securities Market | 3 |
| Week 11 | Financial Management and the Securities Market | 3 |
| Week 12 | Financial Management and the Securities Market | 3 |

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