



SEPTEMBER 2003 CURRICULUM GUIDELINES

A. Division: Instruction Effective Date:

B. Department / Commerce & Business Admin. Revision New Course
 Program Area: Accounting Management
 If Revision, Section(s) H, P
 Revised:
 Date of Previous Revision: 2001-11: H, O
 Date of Current Revision: 2003-02
C: ACCT 110 **D:** Principles of Accounting I **E:** 3

Subject & Course No.	Descriptive Title	Semester Credits									
<p>F: Calendar Description:</p> <p>This course will introduce the student to the theory and practice of recording and reporting of financial events for service and merchandising enterprises for the purpose of preparing financial statements. Topics include the accounting cycle, cash and receivables, inventory valuation, and accounting for and amortization of capital assets.</p>											
<p>G: Allocation of Contact Hours to Type of Instruction / Learning Settings</p> <p>Primary Methods of Instructional Delivery and/or Learning Settings:</p> <p>Lecture</p> <p>Number of Contact Hours: (per week / semester for each descriptor)</p> <p>Lecture: 4 Hrs. Total: 4 Hrs.</p> <p>Number of Weeks per Semester:</p> <p>15 weeks X 4 Hrs. per week – 60 Hrs.</p>	<p>H: Course Prerequisites: Academic English 12 with a grade of C or better or equivalent and BC Principles of Math 11 with a grade of C or better or equivalent.</p>										
	<p>I: Course Corequisites: Nil</p>										
	<p>J: Course for which this Course is a Prerequisite ACCT 210 and ACCT 220 and BUSN 254 and BUSN 470 and FINC 255.</p>										
	<p>K: Maximum Class Size: 35</p>										
<p>L: PLEASE INDICATE:</p> <table style="width: 100%;"> <tr> <td style="width: 15%;"><input type="checkbox"/></td> <td style="width: 45%;">Non-Credit</td> <td style="width: 40%;"></td> </tr> <tr> <td><input type="checkbox"/></td> <td>College Credit Non-Transfer</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>College Credit Transfer:</td> <td>Requested <input checked="" type="checkbox"/> Granted <input type="checkbox"/></td> </tr> </table> <p style="text-align: center;">SEE BC TRANSFER GUIDE FOR TRANSFER DETAILS (www.bccat.bc.ca)</p>			<input type="checkbox"/>	Non-Credit		<input type="checkbox"/>	College Credit Non-Transfer		<input checked="" type="checkbox"/>	College Credit Transfer:	Requested <input checked="" type="checkbox"/> Granted <input type="checkbox"/>
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M: Course Objectives / Learning Outcomes

At the end of the course, the successful student should be able to:

1. describe the functions of accounting records and financial reports;
2. classify, record, and summarize business transactions as they relate to service and merchandising operations;
3. prepare adjusting and closing entries and basic financial statements;
4. account for the various classifications of assets and liabilities of a business; and
5. demonstrate skills of orderly arrangements of data, self-checking and systematic analysis of data summarization.

N: Course Content

1. Introduction to accounting concepts; the fundamental accounting equation.
2. Basic mechanics of recording using the general journal and the general ledger.
3. Adjusting the accounts; preparing financial statements.
4. Accrual vs. cash basis of accounting.
5. Worksheets; closing entries.
6. Accounting for Sales Taxes.
7. Merchandising accounting; cost of goods sold (both perpetual and periodic).
8. Techniques to increase efficiency using specialized journals and subsidiary ledgers.
9. Accounting for cash: petty cash, bank reconciliations and internal control systems.
10. Credit card sales; accounting for bad debts; accounts and notes receivable.
11. Inventories: periodic and perpetual methods of valuation, effect of errors, estimated inventories.
12. Plant and equipment: acquisition, amortization, disposals and exchanges.
13. Intangible assets and natural resources: accounting and amortization.

O: Methods of Instruction

Lecture and demonstration.

P: Textbooks and Materials to be Purchased by Students

Larson, Jensen, Carroll, Financial Accounting Principles, latest Canadian Edition, McGraw-Hill Ryerson.
(Also used in ACCT 210)

Instructor compiled materials (if applicable)

Practice set (if applicable)

Any one of the following calculators:

1. Texas Instruments BA II Plus
2. Sharp EL 733
3. Hewlett Packard 10B
4. Basic 4 Function

Q: Means of Assessment

Assignments and/or quizzes and/or practice set	10%
In-class tests	20%
Midterm examination	35%
Final examination	<u>35%</u>
	100%

STUDENTS MUST WRITE BOTH THE MIDTERM EXAMINATION AND THE FINAL EXAMINATION TO OBTAIN CREDIT FOR THE COURSE.

Prior Learning Assessment and Recognition: specify whether course is open for PLAR

Challenge exam only to demonstrate required body of knowledge and current practice.

Course Designer(s) Connie Johl

Education Council / Curriculum Committee Representative

Dean / Director Jim Sator

Registrar Trish Angus