

**De Anza College**  
**Fall 2015**  
**Accounting 1A**  
**CRN: 21845**  
**Days: MW**  
**Time: 4:00-6:15PM**  
**Location: L76**

**Lakshamma Venkata**  
**(408) 864-8999 x 3274**  
**venkatalakshamma@fhda.edu**  
**Office Hour: MW: 6:15- 6:45 pm (L76)**  
**TTh: 8:00-8:30 am (AT202)**

## **Course Syllabus – Fall 2015**

### **Welcome To Fall 2015!**

#### **Study Materials:**

1. Text: Accounting 26<sup>th</sup> Ed., by Carl S. Warren; James M. Reeve; Jonathan Duchac; South-Western/ Cengage Learning Publishers

#### **TEXT PURCHASE OPTIONS:**

**Option A:** Buy one-third of the book from De Anza Bookstore in loose-leaf format. This option includes a quarter-long access Code for the required online internet access to CengageNOW. Homework and some quizzes will be completed online at CengageNOW. When you take Accounting1B and Accounting 1C you will buy additional loose-leaf text pages and a quarter-long access code.

**Option B:** Buy only the access code directly from CengageNOW. This allows you to access the text in electronic format (**e-book only**) and also to do the online homework. If you follow this option, be sure to use the special Cengage/De Anza micro site to purchase access. Go to <http://www.cengagebrain.com/micro/customDeAnzaCollegeACCT1> for the micro site.

**Option C:** Buy the entire textbook from another source. In this case, you will still need to buy the access code for online access. This is probably the most expensive option

**Cengage Learning registration:**

In order to get into my Cengage class, use the following course key.

**E-Y84E2BYRWC75S**

When you register, please use your official name...the name you used when you enrolled at De Anza. You can find registration instructions on page #8 of this syllabus.

2. Calculator (no cell phone calculators for exams)
3. Scantron (4-Form # 2052 and 4-Form # 2020)

**Course Objectives and SLO'S:**

This introductory course in accounting is intended to give you both a theoretical understanding and application of that understanding using real world situations. This will include understanding in vocabulary, generally accepted accounting principles, financial statements, the accounting cycle including adjusting and closing entries, accounting information systems, cash, internal control, accounts and notes receivable.

**Student Learning Outcomes (SLO'S) for this course:**

1. Demonstrate knowledge of double entry accounting for business transactions and adjustments and prepare, explain and analyze financial statements using GAAP.
2. Analyze fundamental business concepts, how businesses operate, how accounting serves them and identify ethical issues in an accounting context.

**Procedures:**

We will cover approximately one chapter each week, we will discuss the important topics and review the solutions to the review problems, then take a 10-minute quiz on the material (Some quizzes will be completed online). These quizzes will give you feedback on your progress in the course so that you will be prepared for the midterm and final exams. **No make-up quizzes will be given.** Please do not ask for make-up quizzes. To accommodate unavoidable absences due to illness's or professional commitments, your lowest quiz score automatically will be dropped.

**Midterms:**

In addition to the quizzes, there will be 3 midterms. **I will drop the lowest scored midterm (not the final).** From time to time, I may adjust the quiz and exam schedule.

**Final Exam:**

This is a comprehensive exam covering all nine chapters we have studied this quarter. It is not an optional exam and must be taken at the scheduled time.

If you find yourself falling behind in class, see me immediately for help. It is almost impossible to catch up once you have fallen behind, and I really do want you to succeed in this class.

**Course Expectations/Requirements:**

This course is designed to expose the student to the basic aspects of accounting. The course requires a substantial amount of reading and problem solving. It is expected that the student attend all sessions. If one is missed it is up to the student to get the information from fellow students or from the instructor.

**Homework:**

Homework assignments and due dates will be posted online and are due as scheduled. To access HW assignments, go to **<http://login.cengage.com>**

On Cengage NOW, you would see for each chapter:

1. Chapter –Adaptive Study Plan
2. Chapter -Post-session review checkpoint assess
3. Chapter HW Assignment

**Please be aware that your score on Adaptive study plan and Post-session review will not be included in your course grade. Only your score on the chapter HW assignment will be included in your course grade.**

**Extra Credit:**

You will be given an opportunity to earn extra credit points by handing in the Key Terms of first 6 Chapters. Each assignment is worth 1 point and the work must be done manually. Format will be discussed in class.

You will also be able to earn **group extra credit points** and we are going to discuss the details in class.

**Tutoring:**

The Student Success Center offers individual and group tutoring, as well as several types of workshops. For more information, please check the links below:

**Need help?** Meet with tutors and attend workshops in the Student Success Center: [www.deanza.edu/studentsuccess](http://www.deanza.edu/studentsuccess).

**Can't make it to campus?** Free online tutoring available to all De Anza students. Just login to [MyPortal](#), go to the Students tab, and find the Smarthinking link. You can work with a tutor live (hours vary by subject) or post a question or piece of writing for a response. Smarthinking tutors can also help you with personal statements for transfer! For more information, go to [deanza.edu/studentsuccess/onlinetutoring/](http://deanza.edu/studentsuccess/onlinetutoring/)

**Grading:**

Your grade in this course will be based on the following:

	Points	% of Total (approx.)
- Quizzes	60 pts	13%
- Homework assignments	65 pts	15%
- Project	25 pts	6%
- Midterms-2@ 100 points each	200 pts	44%
- Final exam	100 pts	22%
Total	450 pts	100%

Your grade will be assigned according to the following scale: A+ 98-100%, A 93-97%, A- 90-92%, B+ 87-89%, B 83-86%, B- 80-82%, C+ 77-79%, C 70-76%, D+ 67-69%, D 63-66%, D- 60-62%, F 0-59%.

**Cheating:**

Cheating will not be tolerated in any form. Specific examples of cheating include:

1. Copying or even looking at someone else's exam or quiz.
2. Purposely allowing another student to copy from your exam or quiz.
3. Using or consulting during an examination, any sources or materials not authorized by the instructor.

**Students who submit the work of others as their own or cheat on exams or other assignments will receive a failing grade in the course and will be reported to the college authorities.**

**Campus Academic Integrity Policy:**

Academic integrity is expected from each student. Please refer to Campus Academic Integrity Policy posted at:

<http://www.deanza.edu/studenthandbook/academic-integrity.html>.

**Disability Policy:**

De Anza College makes accommodations for persons with documented disabilities. Students should notify DSS of any special needs. For more information, please check the link listed below:

<http://www.deanza.edu/dsps/index.html>.

**Dropping:**

**Last day to add/drop classes:** For deadlines to drop with a refund and without and with a "W" grade, go to [MyPortal](#) > Students Tab > My Courses > View Your Class Schedule. *Dates are enforced.* Only the following grades will be assigned ----- **A, B, C, D or F.**

**If a student wants to withdraw, it is student's responsibility to complete a "Drop" Slip in the admissions office.**

**ACCOUNTING 1A-MW  
Fall Quarter Calendar – 2015**

<b>Week</b>	<b>Date</b>	<b>Chapter</b>	<b>Review Exercises &amp; Quizzes</b>
<b>1</b>	Sept 21	1	----
	Sept 23		Ch. 1 review problems
<b>2</b>	Sept 28	2	<b>Ch. 1 Quiz</b> <b>Ch. 1 Extra Credit Due</b>
	Sept 30		Ch. 2 review problems
	<b>Oct 3</b>		<b>Last day to add</b>
<b>3</b>	Oct 5	3	<b>Ch. 2 Quiz</b> <b>Ch. 2 Extra Credit Due</b>
	Oct 7		Ch. 3 review problems
<b>4</b>	Oct 12	4	<b>Ch. 3 Quiz</b> <b>Ch. 3 Extra Credit Due</b>
	Oct 14	4	<b>MIDTERM I (Ch. 1,2&amp;3)</b>
<b>5</b>	Oct 19		Ch. 4 review problems
	Oct 21	5	<b>Ch. 4 Quiz</b> <b>Ch. 4 Extra Credit Due</b>

6	Oct 26	5	Ch. 5 review problems
	Oct 28	6	<b>Ch. 5 Quiz (online)</b> <b>Ch. 5 Extra Credit Due</b>
7	Nov 2		Ch. 6 review problems
	Nov 4	7	<b>Ch. 6 Quiz (online)</b> <b>Ch. 6 Extra Credit Due</b>
8	Nov 9		<b>Veterans Day Holiday</b>
	Nov 11	7	<b>MIDTERM II (Ch. 4,5&amp;6)</b> Ch. 7 review problems
	<b>Nov 13</b>		<b>Last day to drop with a “W”</b>
9	Nov 16	8	<b>Ch. 7 Quiz (online)</b>
	Nov 18		Ch. 8 review problems
10	Nov 23	9	<b>Ch. 8 Quiz (online)</b>
	Nov 25		Ch. 9 review problems
11	Nov 30		<b>MIDTERM III (Ch. 7&amp;8)</b>
	Dec 2		<b>Ch. 9 Quiz (online)</b> <b>Review for Final</b>
12	<b>Dec 7 (Monday)</b>		<b>FINAL EXAM</b> <b>(4:00 pm – 6:00 pm)</b>

## Student Registration Information

### How to access your CengageNOWv2 course

**Accounting 1A-Fall 2015**

**Instructor(s):**LAKSHMI VENKATA

**Start Date:**09/18/2015

#### What is CengageNOWv2?

CengageNOWv2 is a powerful resource for Success!

CengageNOWv2 includes a variety of tools--all combined in one easy-to-use resource designed to improve your grades. Some resources get you prepared for class and help you succeed on homework, and others show you specific areas where you can work to improve. Get Started Today!

#### Registration

1. Connect to  
<https://login.cengagebrain.com/course/E-Y84E2BYRWC75S>
2. Follow the prompts to register your CengageNOWv2 course.

#### Payment

After registering for your course, you will need to pay for access using one of the options below

**Online:** You can pay online using a credit or debit card, or PayPal.

**Bookstore:** You may be able to purchase access to CengageNOWv2 at your bookstore. Check with the bookstore to find out what they offer for your course.

**Free Trial:** If you are unable to pay at the start of the semester you may choose to access CengageNOWv2 during your free trial. After the free trial ends you will be required to pay for access.

Please note: At the end of the free trial period, your course access will be suspended until your payment has been made. All your scores and course activity will be saved and will be available to you after you pay for access.

If you already registered an access code or bought CengageNOWv2 online, the course key to register for this course is: **E-Y84E2BYRWC75S**



