

**Syllabus**  
**ACCT1200**  
**Principles of Accounting I**  
**2018**

**Committee Members:**

Kim Hurt, Central Community College  
No Representative, Little Priest Tribal College  
Carley Hunzeker, Metropolitan Community College  
Janet Stalder, Mid-Plains Community College  
Lynn Lupomech, Mid-Plains Community College  
Leland Henke, Nebraska Indian Community College  
Linda Miller, Northeast Community College  
Terri Gardner, Southeast Community College  
Tracy Corr, Southeast Community College  
Aletia Norwood, Western Community College

**Facilitator: Janet Stalder**

**The Institution agrees to the contents in this syllabus including course prefix, number, course description and other contents of this syllabus.**

*Deb Brennan*

[Deb Brennan \(Apr 3, 2018\)](#)

Chief Academic Officer, Central Community College

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*Janyce L. Woodard*

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## I. CATALOG DESCRIPTION

ACCT1200

Principles of Accounting I

Prerequisite: None

This course is designed to provide introductory knowledge of financial accounting principles, concepts, and practices. Included topics are the balance sheet, the income statement, the statement of equity, the statement of cash flows, worksheets, journals, ledgers, accruals, adjusting and closing entries, internal controls, inventories, fixed and intangible assets, liabilities, equity, and financial statement analysis. This course provides a foundation for more advanced work in the fields of accounting and business.

3.0 semester credit hours/4.5 quarter credit hours/45 contact hours

## II. COURSE OBJECTIVES/COMPETENCIES

*Course will:*

1. Demonstrate the role of accounting in business.
2. Introduce basic financial accounting terms, concepts and principles.
3. Illustrate a series of transactions through the accounting cycle.
4. Model the recording and reporting of transactions for service and merchandising businesses.
5. Model the recording and reporting of transactions for a corporation.
6. Illustrate the preparation of and analyze financial statements.
7. Discuss ethics in accounting.

## III. STUDENT LEARNING OUTCOMES

*Students will be able to:*

1. Demonstrate an understanding of accounting and business.
2. Prepare journal entries.
3. Prepare a trial balance, adjusting entries, and financial statements.
4. Complete the closing process in the accounting cycle.
5. Account for receivables.
6. Process inventory transactions.

7. Utilize generally accepted accounting principles to account for investments in tangible and intangible operating assets, long-term debt, and equity financing arrangements.
8. Develop, analyze, and interpret financial statements for businesses.
9. Define ethics and explain why they are important to accounting.

#### IV. CONTENT/TOPICAL OUTLINE

- A. Introduction to Accounting and Business
  1. The nature of a business
  2. The role of accounting in business
  3. Business ethics and ethical conduct
  4. The profession of accounting
  5. Accounting principles and practice
  6. GAAP and IFRS
  7. The accounting equation and elements of the equation
  8. Business transactions
  9. Financial statements
- B. Analyzing and Recording Transactions
  1. Characteristics of an account
  2. Chart of accounts
  3. Normal balances of accounts
  4. Rules of debit and credit
  5. Analyzing and recording transactions
  6. Preparing a trial balance
  8. The usefulness and limitations of a trial balance
  8. Discovering and correcting errors in recording transactions
- C. Accrual Accounting and the Adjusting Process
  1. Cash vs. Accrual Accounting
  2. The adjusting process and adjusting entries
  3. The fiscal year and the natural business year
- D. Completing the Accounting Cycle
  1. Preparing financial statements
  2. The closing process and closing entries
  3. Post-closing trial balance

- E. Accounting for Inventory
  - 1. Perpetual vs. periodic inventory systems
  - 2. Inventory transactions.
  - 3. Financial statements for a merchandising business
  - 4. Adjusting and closing entries for a merchandising business
  - 5. Internal control of inventories
  - 6. The effect of inventory errors on the financial statements
  - 7. Inventory cost flow assumptions
  - 8. Alternate inventory valuation methods
- F. Cash
  - 1. Cash and cash equivalents
  - 2. Internal control of cash
  - 3. Bank reconciliation
  - 4. Petty Cash
- G. Receivables
  - 1. Classifications of receivables
  - 2. Internal control of receivables
  - 3. Accounting for uncollectible accounts
  - 4. Accounting for notes receivable
- H. Fixed Assets and Intangible Assets
  - 1. Characteristics of fixed assets
  - 2. Accounting for depreciation
  - 3. Capital expenditures vs. revenue expenditures
  - 4. Disposal of fixed assets
  - 5. Internal controls of fixed assets
  - 6. Natural resources and depletion
  - 7. Intangible assets and amortization
- I. Liabilities
  - 1. Characteristics of liabilities
  - 2. Short-term notes payable and other current liabilities
  - 3. Contingent liabilities
  - 4. Bonds payable and other long-term liabilities
- J. Stockholder's Equity
  - 1. Characteristics of a corporation
  - 2. Sources of paid-in capital
  - 3. Issuing stock

4. Other topics in corporate accounting
- K. Statement of Cash Flows
1. Purpose of statement of cash flows
  2. Recognizing cash inflows and outflows
  3. Indirect vs. direct
- L. Financial Statement Analysis
1. Basic ratios and analysis

**V. INSTRUCTIONAL MATERIALS**

1. Textbook (The following textbooks are recommended.)

Warren, Reeve, and Duchac, *Accounting*. (Cengage)

Warren, Reeve, and Duchac, *Financial and Managerial Accounting* (Cengage)

Wild, Shaw, and Chiappetta, *Financial Accounting Fundamentals*. (McGraw-Hill)

Wild, Shaw, and Chiappetta, *Financial and Managerial Accounting*. (McGraw-Hill)

Nobles, Mattison, Matsumura, *Hornsgren's Accounting*. (Pearson)

Weygandt, Kimmel, Kieso, *Financial Accounting* (Wiley)

Joffe, *Financial Accounting Principles* (AME)

2. Supplementary materials:
  - a. Instructor will utilize working papers and/or online homework management systems.

**VI. METHODS OF PRESENTATION**

- A. Methods of presentation and delivery format are determined by the instructor. They traditionally include some combination of the following:
1. Lecture
  2. Class discussion
  3. Presentation and discussion of solutions to problems and exercises
  4. Web delivery

## **VII. METHODS OF EVALUATION**

- A. Methods of evaluation are determined by the instructor. Evaluation traditionally includes some combination of the following.
  - 1. Unit tests
  - 2. Comprehensive final exam
  - 3. Quizzes, assignments, and projects
- B. Students will receive a course outline/syllabus indicating the instructor's specific attendance policy, course requirements, and grading criteria.

## **VIII. INSTITUTIONAL DEFINED SECTION**

*(To be used at the discretion of each community college as deemed necessary.)*

# ACCT1200 - Principles of Accounting I - 2018











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