

# Bus 201A: Financial Accounting, CRN 50070

**Instructor:** Diane Stevens

## **Contact information**

Email Address: [dstevens@cuesta.edu](mailto:dstevens@cuesta.edu)

Office Location/ Hours: Daily email and 9:00 - 9:30 Tues, Wed, Thurs in room 4110

### **Instructor Contact Expectations:**

The best and fastest way to contact me is email. I will generally respond to your emails within 24 hours during weekdays only. During busy times of the term, the response time may increase to 48 hours. On weekends, I will do my best to get back to you ASAP but I cannot guarantee an expeditious response.

### **Course Environment:**

This is a blended course meaning part of the course will take place face-to-face in the classroom and part will take place online. Instruction and tests will be face-to-face in the classroom, and assignments and discussions will be done online. The online portion will be using a Web-based Learning Management System Canvas as the method to disseminate information. Canvas provides the framework for that part of the course including PowerPoint presentations, student data files, the tools to receive and send course materials, and a grade book. Using the communication tools, you can communicate using e-mail, and you can share materials and ideas with other course participants via the discussion forums and groups in addition to face-to-face interaction in the classroom.

### **Class begins / Accessing Canvas:**

Class will begin on Tuesday, 6/18/19 at 9:30am and end on Thursday, 7/25/19. We will meet Tuesday, Wednesday and Thursday from 9:30 - 11:50 in room 4110. The rest of your work will be done online.

We will use Connect for homework and the final comprehensive problem. All due dates for those assignments will be listed on Connect and Canvas.

You can access Canvas by logging into MyCuesta, then clicking on the Resources Tab, then clicking on Canvas in the Online Learning Channel, or by typing the Canvas address (<https://cuesta.instructure.com/>) into your browser address bar. Do not bookmark / favorite the canvas site after your login, or you will get an error message next time you try to log in. You must access the canvas log in directly.

If you are not familiar with logging into canvas, please refer to the [Canvas Quick Reference Guide](#). Once logged into Canvas you will be directed on where to get started. Be sure to read all the directions on the course home page. It will instruct you how to access Connect for your assignments.

If you are having difficulty logging into Canvas after 6/18/19 and need assistance please email technical support at this email address: [support@my.cuesta.edu](mailto:support@my.cuesta.edu).

**Grading:** Grades will be based on homework, online discussions, tests and a final comprehensive problem. Specific details on how points are allocated will be discussed the first day of class.

**You must log into both Canvas and Connect regularly as there will be assignments due in both systems on a weekly basis. This is not a self-paced course.**

## **Regular Effective Contact policy:**

Regular and Effective Instructor Contact will be met through our face-to-face class meetings and weekly instructor initiated threaded discussion forums; weekly announcements to students; timely and effective feedback on student assignments; email, phone or messaging to individuals; and office hours.

## **Course Description**

This course explores what financial accounting is, why it is important, and how it is used by investors and creditors to make decisions. It covers the accounting information system and the recording and reporting of business transactions with a focus on the accounting cycle, the application of generally accepted accounting principles, the classified financial statements, and statement analysis. It also includes issues relating to asset, liability and equity valuation, revenue and expense recognition, cash flow, internal controls and ethics.

## **Student Learning Outcomes**

1. Demonstrate understanding of accounting terminology, principles and procedures.
2. Prepare accounting information following generally accepted accounting principles.
3. Analyze accounting information.
4. Demonstrate effective written and oral communication. This includes demonstrating professional and ethical behaviors and using technology effectively.

## **Text Book and Materials**

- Financial & Managerial Accounting, 7th Edition by Wild, Shaw & Chiappetta. Publisher: McGraw Hill. You need the book that is bundled with the mandatory Connect access code which you will need to complete your coursework. This bundle is sold at the Cuesta bookstore.

**You must have the Connect access code for this class.** You can buy the access code directly from McGraw Hill Publishers. There is an electronic book available within Connect, but I've been told it's less expensive to buy the bundle at the Cuesta bookstore. If you buy the book used, it probably will not come with the access code.

## Technical Support

Cuesta students are encouraged to direct all technical support inquiries to [support@my.cuesta.edu](mailto:support@my.cuesta.edu). If you are having issues with Canvas, you should contact the Canvas Support Hotline at (877) 921-7680, or click on the help button on the Canvas Navigation to report a problem.

If you are having difficulty viewing the course or logging in, it may be because you are not using the correct url: <https://cuesta.instructure.com/> or you are using your phone or using an unsupported browser.

Your learning environment is best accessed from a desktop or laptop computer, using Firefox or Chrome. This may solve your problem! Please review the [browser requirements and minimum computer specifications](#)

## Accommodations:

This course is designed using an accessible Learning Management System, and course materials have been created with ADA compliance in mind. If you have a disability and might need accommodations in this class such as extended time on exams or other resources, please contact the instructor as soon as possible so that you can receive appropriate accommodations in a timely manner. You should also contact [DSPS \(Disabled Student Programs & Services\)](#) at 805-546-3148.

## College & Course Policies:

**Academic Honesty Policy:** Each student is responsible for being aware of and complying with Cuesta College's Academic Honesty Policy. This policy especially pertains to our class in relation to submitting another student's work as your own. In addition to my course policy, please note all students attending San Luis Obispo County Community College District at any district site and when representing Cuesta College in any off-campus activity, assume an obligation to conduct themselves in an acceptable manner compatible with the Student Code of conduct. Please review the [Cuesta College Student Code of conduct](#).

**Add / Drop Policy:** **I will drop you if you do not attend the first class or contact me if you have a conflict. It is your responsibility to drop the class if you decide not to complete it.** Failure to do so may result in an F grade. In addition to my policy, please review the Cuesta policy for drops

- [Add Policy](#)
- [Drop Policy](#)