

## ACCT 3300.060

### Accounting and Finance for Small Business and Entrepreneurs-Spring 2021 Online

**Instructor:** Linda Cooper  
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#### **Preferred means of communication:**

All communication should be via email. I monitor my email frequently and should be able to respond within 24 hours M-F and within 48 hours on the weekend and breaks.

#### **Course Description:**

Basic topics in financial and managerial accounting. Topics include financial statements and analysis; accounting for assets, liabilities and owners' equity, and elements of managerial accounting. This course is designed for non-business majors. Students with more than six hours in accounting will not receive credit for this course.

**Prerequisite:** None

#### **Course Objectives:**

- Identify the forms of business organizations and types of business activities
- Explain the relationship among economic events, transactions and the expanded accounting equation
- Identify and prepare the four basic financial statements
- Use the above financial statements in an analysis of a business
- Describe the components of internal control and their role in managing a business
- Understand personal finance concepts relevant to entrepreneurs such as the US income tax system, investments, retirement and estate planning
- Distinguish between managerial and financial accounting
- Identify the cost of manufacturing a product and show how these costs affect financial statements
- Understand the different types of taxes that affect a small business
- Prepare an Individual Income Tax Return and Schedule C – Profit and Loss from Business

#### **Required Course Materials:**

- Textbook: *Survey of Accounting* 6<sup>th</sup> edition Author Edmonds and Olds. Homework will be assigned in Connect, the book's online homework tool, so make sure you purchase a new book with the access code or just the Connect access which comes with a free eBook (cheaper option). Please note that if you only purchase Connect with the eBook, you will only have access to the book for one semester.

### **Evaluation:**

	Points	Total Points	Letter Grade
Exam 1	15	>=90	A
Exam 2	15	80-89	B
Exam 3	15	70-79	C
Final Exam	20	60-69	D
Financial Statement Project	10	<60	F
Chapter 4 paper	10		
Homework	15		
Total Points	100		

### **Exams:**

Exams will be taken Online. Students are expected to complete these individually without assistance from classmates or other party. You may use your textbook or any other materials provided as part of this class. **NO MAKEUP EXAMS WILL BE GIVEN** (without a documented, legitimate excuse that I can verify). All exam dates are listed at the end of this syllabus.

### **Homework Assignments:**

All homework assignments must be completed in Connect. **Due dates for homework assignments will not be extended**, you are expected to complete homework assignments on time. The lowest homework grade will be dropped and an average of the remaining assignments will be taken so if you have an emergency and need to skip a homework assignment in Connect, that can be the one you drop.

### **Academic Dishonesty:**

I expect a high level of responsibility and academic honesty. It is very important that a student demonstrates a high standard of individual honor in his or her scholastic work because the value of an academic degree depends on the absolute integrity of the work done by the student for that degree.

Academic dishonesty includes, but is not limited to, statements, acts or omissions related to applications for enrollment of the award of a degree, and/or the submission, as one's own work of material that is not one's own. As a general rule, academic dishonesty involves one of the following acts: cheating, plagiarism, collusion and/or falsifying academic records. Students suspected of academic dishonesty are subject to disciplinary proceedings.

### **Copyright Infringement:**

Unauthorized distribution of copyrighted material may subject students to civil and criminal penalties under the Federal Copyright Law, (see <https://copyright.gov/title37/>). Material subject to federal law includes, but it

is not limited to, printed materials, choreographic works, pantomimes, pictorial, graphic, or sculptural works, including the individual images of a motion picture or other audiovisual work. It also includes computer software, computer programs, musical works, sound recordings, and videos and other audiovisual work. It is also a violation of federal copyright law for any of the above to be electronically distributed through peer to peer sharing.

Students found in violation of the Federal Copyright law may also be subject to student disciplinary proceedings as described above.

### **Technical Information:**

If you experience technical problems or have a technical question about this course, you can obtain assistance by emailing [itsupport@patriots.uttyler.edu](mailto:itsupport@patriots.uttyler.edu) or call 903-565-5555.

When you email IT Support, be sure to include a complete description of your question or problem including:

- The title and number of the course
- The page in question
- If you get an error message, a description and message number
- What you were doing at the time you got the error message?

You may also visit the Help Tab in Blackboard for useful information.

### **Plug-ins and Helper Applications:**

UT Tyler online courses use Java, JavaScript, browser plug-ins, helper applications and cookies. It is essential that you have these elements installed and enabled in your web browser for optimal viewing of the content and functions of you online course. Always ensure that you are using the most update version for the browser you choose to access the online learning content.

### **Netiquette Guide:**

“Netiquette” is network etiquette, the do’s and don’ts of online communication. Netiquette covers both common courtesy online and informal “rules of the road” of cyberspace. Review and familiarize yourself with the guidelines provided. <http://www.learnthenet.com/learn-about/netiquette/index.php>

### **Please read the following University policies:**

Includes UT Tyler Honor Code, Student Rights and Responsibilities, Campus Carry, tobacco-Free University, Grade Replacement Policies, Course Drop Policies, Disability Services, Absences due to religious observances and university sponsored events, SS and FERPA, Evacuation, Student Standards of Conduct, and other resources).

<http://www.uttyler.edu/academicaffairs/files/syllabuspolicy.pdf>

**Spring 2021 Schedule** – The following assignments and due dates are subject to change at any time by the instructor. Any changes will be announced via your Patriot email as well as posted in Canvas within at least one of the change.

Spring 2021 begins 1/11/21 and ends 5/1/21.

Please make sure to check the due dates because I do not allow makeup or late work.

<b>Week</b>	<b>Chapter</b>	<b>Assignment</b>	<b>Due Date</b>
<b>1</b>	<b>Ch 1</b>	Homework #1 in Connect	<b>1/17/21</b>
<b>2</b>	<b>Ch 2</b>	Homework #2 in Connect	<b>1/24/21</b>
<b>3</b>	<b>Ch 3</b>	Homework #3 in Connect	<b>1/31/21</b>
<b>4</b>		<b>Exam 1 – Ch 1, 2, 3</b>	<b>2/4/21 – 2/7/21</b>
<b>5</b>	<b>Ch 4</b>	Homework #4 in Connect	<b>2/14/21</b>
		Ch 4 Writing Assignment	<b>2/21/21</b>
<b>6</b>	<b>Ch 5</b>	Homework #5 in Connect	<b>2/28/21</b>
<b>7</b>	<b>Ch 6</b>	Homework #6 in Connect	<b>3/7/21</b>
<b>8</b>	<b>Ch 7</b>	Homework #7 in Connect	<b>3/14/21</b>
<b>9</b>		<b>Exam 2 – Ch 4, 5, 6, 7</b>	<b>3/18/21 – 3/21/21</b>
<b>10</b>	<b>Ch 8</b>	Homework #8 in Connect	<b>3/28/21</b>
<b>12</b>	<b>Ch 9</b>	Homework #9 in Connect	<b>4/4/21</b>
		Ch.9 Financial Statement Project in Canvas / Excel	<b>4/4/21</b>
<b>14</b>	<b>Ch 10</b>	Homework #10 in Connect	<b>4/11/21</b>
<b>13</b>		<b>Exam 3 – Ch 7, 8, 9</b>	<b>4/15/21 – 4/18/21</b>
<b>15</b>		<b>Final Exam</b>	<b>4/27/21 – 4/29/21</b>