Course Description:
The use of accounting information by non-financial managers. Emphasis is placed on the interpretation, rather than the construction, of accounting information. The course will examine the technical managerial skills required to sustain and enhance the organizations performance through the accounting and finance processes of reporting, compliance, research analysis, interpretation and application. Topics such as activity-based costing, cost accounting, break-even and decision analysis, and budgeting and control are covered.

Students Learning Outcomes and Core Competencies:
This course will achieve the following general student learning outcomes for the Organizational Management program:

- Describe the role of accounting in society and how elements of society influence the role and nature of accounting.
- Identify and describe the major basic accounting concepts and principles underlying financial accounting in the United States.
- Use the basis accounting equation and accrual accounting to analyze, summarize and communicate basic transactions and events of a business entity, including the appropriate preparation of required financial statements.
- Describe and illustrate the objectives and elements of effective internal control and the role of ethical behavior in the financial reporting process.
- Identify, describe and apply elementary methods of analysis to interpret and evaluate entity performance as reported in financial statements and related communications.

Communicate accounting information needed for decision-making by management, creditors, and investors

Prerequisite: None

Text, References, and Supplies:
To be determined by the Instructor of record

Objectives:
Upon successful completion of the course the student will be able to:

<table>
<thead>
<tr>
<th>Competencies</th>
<th>Purpose and/or sample real life applications</th>
<th>Projects</th>
<th>Used throughout the course</th>
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<tbody>
<tr>
<td>Build a vocabulary of accounting terminology</td>
<td>To understand the importance of accounting and how the profession affects internal and external users of accounting information</td>
<td>Two projects: Capstone analytical review</td>
<td>No</td>
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<tr>
<td>Construct the accounting equation</td>
<td>To reflect the fact that both insiders and outsiders have claim to the assets of a business</td>
<td></td>
<td>Yes</td>
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<tr>
<td>Calculate selected financial ratios and explain various financial statement relationships</td>
<td>Users of financial statements are interested in these ratios in evaluating a company’s performance</td>
<td></td>
<td>No</td>
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</tbody>
</table>
| Identify effective internal control procedures | To illustrate the importance of internal control  
To identify those who are responsible  
To develop internal control procedures  
To make ethical business decisions | Research paper on selected current accounting topics | No |
|---|---|---|---|
| Calculate simple interest  
Determine maturity value of Notes Payable | To identify the maturity date of a note payable  
To compute interest on short-term Notes Payables | | No |
| Record purchasing, cost recovery, and depreciation of plant assets  
Calculate depreciation by various methods  
Calculate book value | To calculate the original cost of plant assets  
To determine how plant assets are expensed over time  
Calculate the book value to determine the value of a plant asset at a given time | | No |
| Identify the three basic financial activities in which all businesses engage in—operating, investing, and financing. | Categorize financial activities into three separate activities. | | No |
| To make informed decisions about the financial health of a company. | Utilize horizontal and vertical analysis plus 14 common financial statement ratios to interpret a company’s financial status. | Complete a major project that analyzes a company’s financial position | No |
| Use Cost-Volume-Profit analysis to determine a company’s breakeven point. | Demonstrate how changes in volume affect costs/profits. | | No |
| To develop budgets for businesses—including a budgeted Income Statement & Balance Sheet. | To develop strategies (business goals) that help a business plan and control revenues and costs. | Prepare budgets for sales, purchases, cost of goods sold, and inventory; cash budgets, and performance reports. | No |

**Student Contributions, Responsibilities and Class Policies:**
Each student is expected to study at least three hours per week preparing for class, take an active role in lecture/discussion, meet assignment due dates, and conduct themselves in a businesslike manner in the class. Students are expected to exhibit professional behavior during scheduled class times and while in the lab.

**Evaluation of Students:**
Performance will be measured by student testing and class participation as follows:
Semester course grade is determined as follows:

| Major Exams (100 points each) | 400 points |
Project 1 - Bookkeeping Exercise 150
Project - Ratio Analysis 150
Homework (100 problems @ 2 points each) 200
Final Examination 100

900+ points = A
800-899 points = B
700-799 points = C
600-699 points = D
Below 500 points = F

A grade of W will only be given at the request of the student.

Course Schedule:
This is a hybrid BAT class and will meet as agreed upon by the class and instructor. Assignments will be posted on the internet within the Discussion Board area for this course. This is NOT a flexible time course.

Required Participation:
For Online/Hybrid classes, students MUST actively participate by completing an academic assignment by the official census date. Students who do not do so, will be dropped from the course.

Attendance Policy:
Students MUST actively participate by completing an academic assignment required by the instructor by the official census date. Students who do not actively participate in an academically-related activity will be reported as never attended and dropped from the course.

Withdrawal Policy:
Requests for withdrawal must be made using the College's accepted withdrawal methods. Students must complete an official withdrawal form either in person in the Student Services office, online or by written request. Midland College reserves the right to decline approval of a withdrawal request for any reason. Such reasons may include, but are not limited to: submitting incomplete information on the request, not submitting current contact information for the student, not resolving any questions concerning the authenticity of the document, disciplinary actions, outstanding debts, TSI liability, etc.

Students who withdraw and have outstanding debts in any area of the College will not be given clearance to re-enroll until these debts are paid. Students who receive warning notices concerning non-attendance may complete the withdrawal request portion of the notice and return it to Student Services. TSI Liable students must meet with Dean of Adult or Developmental Education before withdrawing from TSI classes.

The last day for withdrawal for each registration period is published in the catalog and the current course schedule. Online withdrawal requests must be made on or prior to the dates listed.

Scholastic Dishonesty & Academic Misconduct
Academic dishonesty includes cheating, fabrication, plagiarism, and facilitating academic dishonesty. Disciplinary options include, but are not limited to, suspension and dismissal.(See the Midland College Student Handbook for a complete explanation of college policy).
http://www.midland.edu/students/academics/academic_misconduct/plagiarism.php

AMERICANS WITH DISABILITIES ACT (ADA): (Below is the statement that Student Services has provided for inclusion in the syllabus.)
Any student who, because of a disabling condition, may require some special arrangements in order to meet course requirements should contact Shep Grinnan as soon as possible. Mr. Grinnan’s office is located in the Scharbauer Student Center Building. These conditions may include documented physical or educational disabilities. Please be aware that services or accommodations are not automatic. Each student must request them and secure the proper authorizations/documentation.

**Instructor Information:**
**Instructor:**

**Office**
**Phone:**

**Email**

**Office Hours:**
Students are encouraged to contact the instructor at any time; however, making an appointment will guarantee the instructor’s availability at a specific time.

**Division Information:** *(Name of your division here)*
Division Dean:
Dr. Kennedy MHA176 432-685-6813

Program or Department Chair:
Doug Johnson TC 116 432-685-4665

Division Secretary:
Angelina Dolaptchieva MHA 176 432-685-6830