

**Community College of Philadelphia  
Business Administration Department  
Financial Accounting - Accounting 101  
Section 902 - CRN 18569  
Spring - 2016**

**Instructor:** Mansour Farhat, CPA, CIA, CFE, MAcc  
**E-mail:** [mfarhat@ccp.edu](mailto:mfarhat@ccp.edu)  
**Office:** B2-24B  
**Office Hours:** T-TH: 9:20-11:20 and 12:20 to 12:50  
As online professor, my office hours are virtual in nature.  
(expect a response within 36 to 72)

**Course Description:** Introduction to the theory of accounts and generally accepted accounting principles as applied to a corporation. Emphasis is placed on completing the accounting cycle, inventory and asset valuation, and stockholders' equity.

**Student Learning Outcomes:** At the conclusion of this course the student will be able to

- analyze, record, and report the results of business transactions through the accounting cycle for service and merchandising companies.
- discuss the components of, and prepare, the financial statements for service and merchandising companies.
- discuss and apply the different valuation techniques used for assets, liabilities, and the components of equity.

**Course Materials:** Horngren's Financial and Managerial Accounting. Miller-Nobles, Mattison, Matsumura. ACCT 101 - Financial Accounting. Pearson.

The ISBN, **for this custom package** (created from Horngren's Financial and Managerial Accounting, 5th edition), **that includes MyAccountingLab**, is: 978-1-323169336-0. This custom package is only available in the CCP Bookstore.

You can also purchase the complete text in e-book form with a passcode to access MyAccountingLab directly from Pearson with a valid credit card or PayPal account.

**MyAccountingLab:** MyAccountingLab is an online resource center that will help you learn and master ACCT 101. Access to MyAccountingLab is a requirement of the course.

**Canvas:** Canvas is the internet based course management system used at Community College of Philadelphia. Through Canvas, your instructor can post information and announcements related to the course, and communicate with students individually and as a group. If you have used Canvas in another course, your user name and password will be what you used previously. If this is your first time using Canvas, you should go to: [ccp.instructure.com](http://ccp.instructure.com) and click on "New User/Don't know your password" to sign-up as a user. Your user name will be your MyCCP email address WITHOUT the "@ccp.edu" extension.

**Supplies:** A four-function calculator that's separate from your cell phone will definitely be helpful.

**Communication:** A great deal of communication is done electronically. Students are responsible for checking their Canvas email. Failure to check Canvas email does not excuse the student from any missed assignments, classes, etc. ALL email written to the instructor must be written in a professional manner to earn a reply.

**Electronic Communication Devices:** As you enter the classroom your cell phones and pagers must be switched to the silent, or off, mode and stored out of sight. In addition, cell phones may not be in view of, or in contact with, any student during exams.

- **Homework Assignments:** Homework assignments and comprehensive problems will be given that must be completed using MyAccountingLab. These assignments (see Appendix A) are an integral part of any course you take. To master the requisite skills for success in the course, you should complete all homework assignments. You must complete your homework and submit it by the announced due date posted in MyAccountingLab. I strongly encourage you to submit your homework answers well in advance of the deadline to avoid being unable to submit due to internet disruptions. Assignments not submitted by the due date will receive a zero. Internet disruptions will not be an acceptable excuse and you will not receive an extension to complete the assignment. If you are unable to submit your homework on time and electronically, please do not hand a hard copy

- **Exams:** Exams must be taken in my accounting registration lab.

- **Course Support:** Tutoring is available by appointment in the College Learning Laboratory, at no cost to the student. Feel free to use this service provided by the College.

**Email:** A great deal of communication is done electronically. Students are responsible for checking their CCP e-mail accounts. Failure to check CCP email account does not excuse the student from any missed assignments, classes, etc. ALL email written to the instructor must be written in a professional manner to earn a reply.

### **Grading:**

**Student Assessment:** The College grading scale will apply. Four examinations will be given during the semester and the average of your best three exams will be included in your final grade. Exam dates are listed in the course outline above. The use of calculators is permitted. Cell phones may not be used, or on be on your desk, during exams. Make-up exams will not be given. If an exam is missed and the absence is excused based on college guidelines, then the exam will not be included in the calculation of your final grade. The average of your best 3 exams will determine 50% of your final grade. The remaining 50% of your grade will be based on homework, quiz and group presentation determined as follows:

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Description	Total
Best 3 exams	50%
Homework/Chapter	20%
Quizzes/chapter	20%
Presentation	10%
<b>Total</b>	<b>100%</b>

The College grading scale will apply:

A = 90 or greater average

B = 80 - 89 average

C = 70 - 79 average

D = 60 - 69 average

F = 59 or lower average

**Community College of Philadelphia's Early Alert Initiative:** The system positively intervenes in Community College of Philadelphia's students' academic paths early and appropriately by effectively communicating current performance and supplying information beneficial to academic success. Faculty members have the opportunity to complete Early Alert reports at 20% and 50% reporting periods during the semester. Students will be assessed on the following items: attendance, punctuality, meeting assignment deadlines, classroom behavior, classroom participation and other factors pivotal to student success. Should you receive an Early Alert letter, you should follow up on the suggested intervention strategy as soon as possible.

**Collusion and Plagiarism:** Academic Honesty: Except when permitted by your instructor, all work is expected to reflect an individual effort. Attribution should be given when appropriate. All students are expected to understand what constitutes cheating and plagiarism as described in College Policies and Procedures Memorandum #3 (P&P#3). If a violation of P&P#3 is found or suspected, a formal judicial process will be conducted to investigate the violation and the consequences will range from an F for the assignment to an F for the course

**Disabilities:** Accommodations will be made for those students with disabilities who provide registration documentation from the Center on Disability during the first two weeks of the semester.

### **College Policies and Procedures:**

- The Community College of Philadelphia has developed College Policies and Procedures to protect the rights of students and provide information and resources to enhance the student's learning experience at the college. It is recommended that all students read and reference these documents. You may review these memoranda at the reserve book in the Library, at the Office of Vice President for Student Affairs, M2-37 or the Office of Student Activities, S1-10. You can also access the documents online at:

*<http://ccp.edu/college-catalog/college-policies-and-procedures>*

- **Classroom Conduct:** It is expected that students will conduct themselves according to the guidelines found in the CCP College Policies and Procedures Article IV, 5.
- **Students receiving Title IV Financial Aid Funds:** Students who receive Title IV financial aid funds and who withdraw from ALL their classes before completion of 60% of the term, i.e., the 10th week (or its

equivalent for summer terms) may be required to return all or a portion of their financial aid award. If it is determined that funds must be returned to the financial aid programs, students must make satisfactory payment arrangements within 45 days of notification or they become ineligible for further financial aid. A student receiving financial aid is required to make progress towards his or her program of study each term. To maintain eligibility for financial aid, the course completion rate is two-thirds successful completion (67%) and maintaining minimum GPA requirements. However, academic progress standards set by Financial Aid Regulations are stricter than the College's Academic Standards and Progress Policy. Refer to:

<http://ccp.edu/college-catalog/college-policies-and-procedures/policy-academic-standards-and-progress>

for additional information about Satisfactory Academic Progress.

**Tutoring:** Is available by appointment in the College Learning Laboratory at no cost to the student. Feel free to take advantage of this service provided by the College.

**Course Management:**

I expect that you will treat this course as a professional engagement.

- Be on time and remain throughout the class meeting.
- Display courteous behavior to your classmates.
- Be prepared for class by reading the assigned pages of the textbook prior to the lecture.
- After class, complete the homework problems and identify gaps in your understanding

**Topical Outline, My Accounting Lab Assignments, and Examination Schedule:**

Chapter	Topic	MyAccountingLab
1	Accounting and the Business Environment	P1-54 +other exercises
2	Recording Business Transactions	P2-41 +other exercises
3	The Adjusting Process	P3-45+other exercises
4	Completing the Accounting Cycle	P4-40+other exercises
5	Merchandising Operations	P5-34A+other exercises
6	Merchandise Inventory	P6-28A+other exercises
7	Internal Control and Cash	P7-24A and 7-25A+other exercises
8	Receivables	P8-30A+other exercises
9	Plant Assets, Natural Resources, and Intangible Assets	P9-31A & P9-32A+other exercises
11	Current Liabilities and Payroll	P11-26A & P11-27A+other exercises

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12 exercises	Long-Term Liabilities	P12-32A & P12 3A+other
13	Stockholders' Equity	P13-38A +other exercises

Tentaive exam dates:

Exam 1: 3 /2

Exam 2: 4/1

Exam 3: 4/11

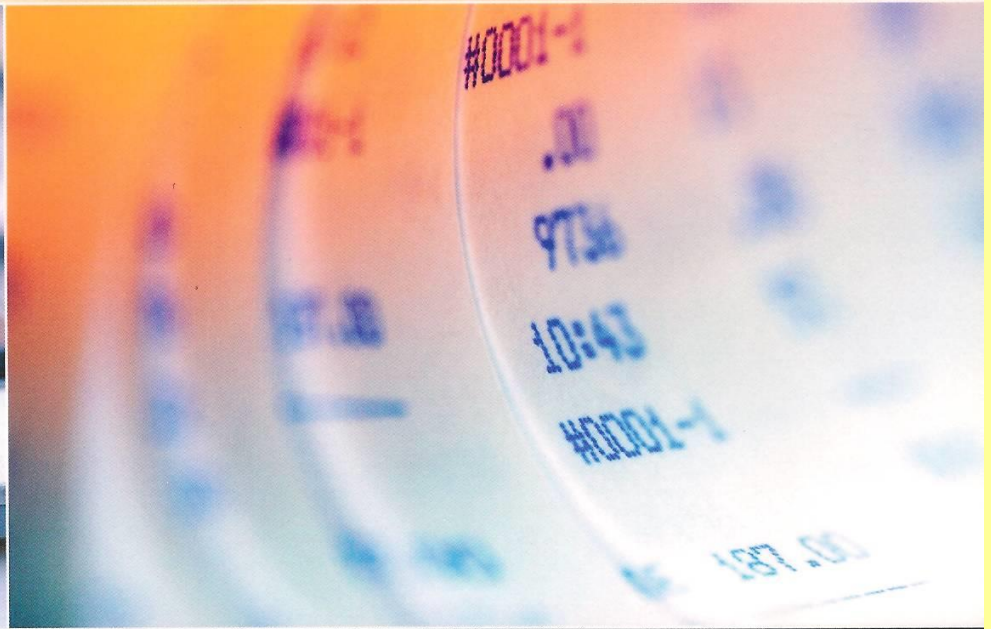
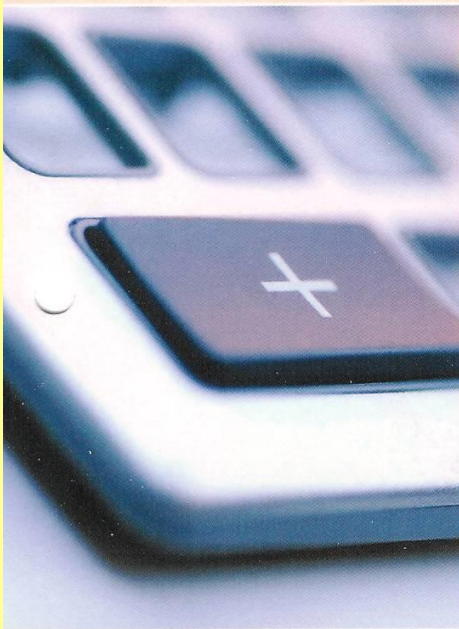
TBA Final exam.

Note: The MyAccountingLab problem are similar to, but not exactly the same, as those in the text.



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# Horngren's FINANCIAL & MANAGERIAL ACCOUNTING



Miller-Nobles • Mattison • Matsumura

ACCT 101 - FINANCIAL ACCOUNTING  
CUSTOM EDITION FOR COMMUNITY COLLEGE OF PHILADELPHIA