



DEPARTMENT OF BUSINESS AND OFFICE ADMINISTRATION

COURSE OUTLINE – WINTER 2023

BA1120 (EC): Principles of Accounting – 3 (3-0-1) 60 Hours for 15 Weeks

Northwestern Polytechnic acknowledges that our campuses are located on Treaty 8 territory, the ancestral and present-day home to many diverse First Nations, Metis, and Inuit people. We are grateful to work, live and learn on the traditional territory of Duncan's First Nation, Horse Lake First Nation and Sturgeon Lake Cree Nation, who are the original caretakers of this land.

We acknowledge the history of this land and we are thankful for the opportunity to walk together in friendship, where we will encourage and promote positive change for present and future generations.

INSTRUCTOR: Amy Rawluk, CPA
OFFICE: C413
OFFICE HOURS: Tuesday & Thursday, 11:30 AM – 1:00 PM

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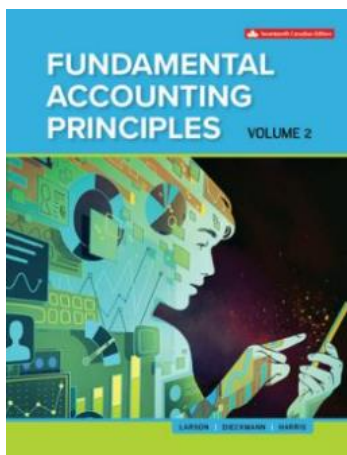
CALENDAR DESCRIPTION:

The course provides further examination of accounting procedures and their underlying concepts and principles. Additional standards and problems of valuation, income measurement, and disclosure in financial statements are introduced.

PREREQUISITE:

BA1110 Introduction to Accounting

REQUIRED TEXT/RESOURCE MATERIALS:



1. **1. PRINT TEXT/E-BOOK + Connect SmartBook**
Larson, K. Dieckmann, H., Harris, J.; **Fundamental Accounting Principles, Volume 2**, Seventeenth Canadian Edition, McGraw-Hill Ryerson, 2022. ISBN10: 1260881334 | ISBN13: 9781260881332.

This text includes Connect with SmartBook Online Access. All students must have a Connect access code to gain access to online resources and assessments. It is the student's choice if they purchase a new print text with a Connect access code, or an e-book with a Connect access code. If you have purchased a used textbook, you will have to purchase a Connect access code separately.

There will be an additional fee (\$15 US) per semester for the proctoring software

2. FINANCIAL CALCULATOR

Texas Instruments (BA II Plus), Hewlett-Packard (HP-10B II), *or* Sharp (EL-738) (recommended & used in BA1050). The above calculators and pre-approved translation devices are the *only* electronic devices allowed during quizzes, tests, and examination(s). Cell phones, programmable calculators, and other electronic devices are not permitted in quizzes, testing, or examinations.

3. SOFTWARE & NETWORK REQUIREMENTS

The following software apps and internet capacity are required to participate in online course content: see NWP requirements at <https://www.nwpolytech.ca/doc.php?d=TECHREQ> and Connect requirements at <https://mhedu.force.com/CXG/s/article/McGraw-Hill-System-Requirements-HigherEd>

4. MINIMUM DEVICE REQUIREMENTS

A device must meet or exceed the following specifications to participate in online course content at NWP: see NWP requirements at <https://www.nwpolytech.ca/doc.php?d=TECHREQ> and Connect requirements at <https://mhedu.force.com/CXG/s/article/McGraw-Hill-System-Requirements-HigherEd>

5. COURSE MANAGEMENT SYSTEM

NWP uses myClass (D2L/Brightspace) online course management system. See the BA1120 course home page for important course information. To access visit <https://myclass.gprc.ab.ca/d2l/home>

DELIVERY MODE(S):

This type of course will be delivered online through NWP's learning management system. There are no set class times and students attend asynchronously.

This is a paced online self-study course.

COURSE OBJECTIVES:

The following objectives will be covered in this course:

- Current Liabilities
- Partnerships
- Organization and Operation of Corporations
- Corporate Reporting: Profit, Earnings per share, and Retained Earnings
- Bonds and Long-Term Notes Payable
- Accounting for Debt and Share Investments
- Reporting and Analyzing Cash Flows
- Analyzing Financial Statements
- Payroll Liabilities

LEARNING OUTCOMES:

- Describe the characteristics of liabilities and explain the difference between current and non-current liabilities.
- Prepare entries to account for known and estimated liabilities.
- Identify the characteristics of partnerships. Prepare entries for the formation of a partnership, the allocation of partnership income or loss, the admission or withdrawal of a partner, and Prepare entries for partnership liquidation

- Identify the characteristics of corporations. Describe and contrast the specialized components of corporate financial statements. Record the issuance of common and preferred shares and describe their presentation in the equity section on the balance sheet. Describe and account for cash dividends. Distribute dividends between common and preferred shares. Record closing entries for a corporation.
- Describe and account for share dividends and share splits, the retirement of shares, and calculate earnings per share.
- Explain the form and content of a corporate income statement with continuing and discontinued operations and earnings per share.
- Prepare entries for long-term notes payable and the issuance and retirement of bonds payable.
- Identify and describe the investment classifications. Account for and report non-strategic investments and investments in associates.
- Describe and prepare a statement of cash flows using the indirect method.
- Explain and apply methods of financial statement analysis including horizontal, vertical, and ratio analysis.
- Make calculations necessary to prepare a payroll register and prepare entries to record and pay payroll. Calculate payroll costs levied on employers and prepare the entries to record the accrual and payment of these amounts.

TRANSFERABILITY:

Please consult the Alberta Transfer Guide for more information. You may check to ensure the transferability of this course at the Alberta Transfer Guide main page <http://www.transferalberta.ca>.

** Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. **Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability.** Note that, in many cases, BA1110 and BA1120 together are required for transferability.

EVALUATIONS:

Connect Exercises (<i>9 exercises at 1.11% each</i>)	10%
Connect Assignments (<i>8 assignments, at 1.5% each</i>)	12%
Term Test I (<i>Chapters 10-13 & Appendix I</i>)	20%
Term Test II (<i>Chapters 14-15</i>)	20%
Final Exam* (<i>All chapters covered</i>)	<u>38%</u>
Total	<u>100%</u>

*In order to receive credit for BA 1120, you must achieve 50 percent on the final examination, and a course composite grade of at least D (50%).

GRADING CRITERIA:

Please note that most universities will not accept your course for transfer credit **IF** your grade is **less than C-**.

Alpha Grade	4-point Equivalent	Percentage Guidelines		Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	90-100		C+	2.3	67-69
A	4.0	85-89		C	2.0	63-66
A-	3.7	80-84		C-	1.7	60-62
B+	3.3	77-79		D+	1.3	55-59
B	3.0	73-76		D	1.0	50-54
B-	2.7	70-72		F	0.0	00-49

ASSIGNMENT, QUIZ, TEST, AND EXAM POLICIES

- Exercises and assignments will be located on the Connect Online Learning System. Connect will automatically submit your practice exercises and assignments on the due date. Be sure to watch for the deadlines and complete your work on time. You will have two attempts on each assignment. No extension or rewrites will be granted for any of the exercises and assignments. Any missed exercises and assignments will receive a grade of zero.
- All exams must be written using proctoring software. Please be advised there will be an additional fee (\$15 US) per semester for the proctoring software.
- There will be two term tests scheduled during the semester. Unexcused absences during a test will be assigned a grade of zero. For excused absences, the weighting of the test may be transferred to the final exam at the instructor's discretion.
- Final exams will be written as scheduled by the Registrar's office during the exam period from **April 14 – 24, 2023**. Do not plan activities or trips during this period. Re-writes for the final exam will not be granted, and any unexcused absences will earn a grade of zero.
- Calculators and approved translation devices are the only electronic devices allowed during the term tests and the final exam. Cell phone calculators and other electronic devices are not to be used during examinations.

COURSE SCHEDULE/TENTATIVE TIMELINE:

The course schedule is approximate and may vary slightly at the discretion of the instructor.

Week Beginning	Topic	Required Reading	Activity
January 1	Current Liabilities	Course Outline & Chapter 10	Quick Study Questions & Connect Practice Exercises
January 8	Current Liabilities Appendix I	Chapter 10 Appendix I	Quick Study Questions & Connect Practice Exercises Assignment #1 – Chapter 10
January 15	Partnership Accounting	Chapter 11	Quick Study Questions & Connect Practice Exercises
January 22	Partnership Accounting	Chapter 11	Assignment #2 – Chapter 11
January 29	Organizing Corporations	Chapter 12	Quick Study Questions & Connect Practice Exercises Assignment #3 – Chapter 12
February 5	Corporate Reporting	Chapter 13	Quick Study Questions & Connect Practice Exercises
February 12	Corporate Reporting	Chapter 13	Quick Study Questions & Connect Practice Exercises Assignment #4 – Chapter 13
February 17-20	Term Test #1	Chapters 10 – 13 & Appendix I	
<i>February 19 – Winter Break</i>			
February 26	Bonds and Long-Term Notes	Chapter 14	Quick Study Questions & Connect Practice Exercises
March 5	Bonds and Long-Term Notes	Chapter 14	Assignment #5 – Chapter 14
March 12	Debt and Share Investments	Chapter 15	Quick Study Questions & Connect Practice Exercises
March 19	Debt and Share Investments	Chapter 15	Assignment #6 – Chapter 15
March 24-27	Term Test #2	Chapters 14-15	Term Test #2 – Chapters 14 - 15
March 26	Cash Flow Statements	Chapter 16	Quick Study Questions & Connect Practice Exercises
April 2	Cash Flow Statements	Chapter 16	Assignment #7 – Chapter 16
April 9	Analyzing Financial Statements	Chapter 17	Quick Study Questions & Connect Practice Exercises Assignment #8 – Chapter 17
April 14-24	COMPREHENSIVE FINAL EXAM		Chapters 10-17 & Appendix I

STUDENT RESPONSIBILITIES:

It is the student's responsibility to read, understand and comply with the Polytechnic's Academic Policies, which are reviewed regularly, updated and posted on the Polytechnic website. If students have any questions regarding these policies, please contact Student Services. Please see the Academic Policy on Student Rights and Responsibilities on the Polytechnic's website at <https://www.nwpolytech.ca/about/administration/policies/>.

Participation

The expectation for this course is that students read the material and attempt the quick studies and exercises prior to class. Reading and attempting the exercises we will cover in class is an excellent way to prepare for classroom activities. Your focus should be on recording journal entries and preparing financial statements. Note that you will not learn accounting by simply reading and looking over solutions.

Email:

Students may contact the instructor by email or phone. Emails will be answered within two business days outside of stated office hours. Email correspondence to your instructor must be sent from your NWP student email account. Emails should be professionally formatted and include a subject, correct spelling and grammar, and a reference to course material and/or textbook pages, etc. Emails that do not adhere to this format may not be responded to.

STATEMENT ON PLAGIARISM AND CHEATING:

Cheating and plagiarism will not be tolerated and there will be penalties. For a more precise definition of plagiarism and its consequences, refer to the Student Conduct section of the Northwestern Polytechnic Calendar at <https://www.nwpolytech.ca/programs/calendar/> or the Student Rights and Responsibilities policy which can be found at <https://www.nwpolytech.ca/about/administration/policies/index.html>.

**Note: all Academic and Administrative policies are available on the same page.