

COURSE INFORMATION

Course title:	Foundations in Accounting I	Credits:	1.5
Course code:	BAAC 550	Class location:	HA 133
Session, term, period:	2021W1, Period 1	Class times:	MW 10:00 - 12pm
Section(s):	002	Pre-requisites:	None
Course duration:	Sept. 7 – Oct.16, 2021	Co-requisites:	None
Division:	Accounting		
Program:	MBA		

INSTRUCTOR INFORMATION

Instructor:	Mary Chong, CPA, CA, MEd	Office hours:	Wed. 12-1pm (Zoom) See Canvas site for Meeting ID and Password
Phone:	604-822-0065		
Email:	mary.chong@sauder.ubc.ca		

Tutorial-optional	Laura Lopez	Email:	TBA
Tutorial date/time:	TBA		
TA (Section 001)	Cindy Chen	Email:	cindy.chen@sauder.ubc.ca
TA (Section 002)	Gordon Zhang	Email:	guorongz@student.ubc.ca

COURSE DESCRIPTION

This course covers basic accounting concepts used to measure and report on the performance of a business to external parties. The reporting of financial statement information leads to economic consequences to a business and its management team. This course will assist students in understanding the information contained in financial statements and how external users use this information to make resource-allocation decisions.

COURSE FORMAT

Class time will be used for a combination of lectures, discussion, and analysis to accomplish the learning objectives below. We will meet in-person during the Class Times indicated above under Course Information.

LEARNING OBJECTIVES

The purpose of this course is to introduce students to the financial statements prepared by a business and how external users make use of this information. Although the class requires you to learn some basic accounting bookkeeping, the emphasis of the class is on understanding how financial statements information can be used to make decisions.

Upon completion of the course, students will be able to:

- Describe the four financial statements and the information that each provides.
- Explain the process involved in compiling the financial statements.
- Demonstrate an understanding of accounting principles, and economic motivations underlying financial accounting practices.
- Discuss revenue recognition principles.
- Interpret and evaluate a statement of cash flows.

- Analyze and evaluate the financial status of a business.
- Explain how financial statement information is used in making decisions.

ASSESSMENTS

Summary

<u>Component</u>	<u>Weight</u>
Assignments	10%
Chapter On-line Quizzes	10%
Class Quiz	30%
Final exam	<u>50%</u>
Total	<u>100%</u>

Details of Assessments

Assignments - There are five assignments in the course. The assignments will be done through WileyPlus. They will allow students to apply concepts they have learned in class, and will encourage students to remain engaged in the material. The due dates are indicated on page 6.

Chapter On-line Quizzes – There will be five on-line timed quizzes in the course. Students have two attempts at each quiz and the higher mark of the two will be recorded. The due dates are indicated on page 6.

Class quiz – The quiz will be on Wednesday, Sept. 28, 2021

Final exam - The final exam will include all materials covered in the course. Date of the final exam will be determined by Administration and will be announced later in the term.

LEARNING MATERIALS

Required:

Financial & Managerial Accounting, 4th Edition, WileyPLUS access with built in E-text for Canvas Integration, by Weygandt, Kimmel and Kieso (ISBN 9781119752547). This is a 2 semester access. (Note that limited quantities of a loose-leaf paper version of the textbook is available through the UBC Bookstore. The ISBN for the loose-leaf textbook with WileyPLUS access with Canvas Integration is 9781119856139. This must be purchased through the UBC Bookstore.)

Articles from journals and business reports will be used to enhance understanding of concepts. These will be posted on Canvas.

COURSE-SPECIFIC POLICIES AND RESOURCES

Missed or late assignments, and regrading of assessments

Late or missed submissions of assignments and quizzes will not be accepted and will receive a grade of zero.

Academic Concessions

If extenuating circumstances arise, please contact the RHL Graduate School program office as early as reasonably possible, and submit an [Academic Concession Request & Declaration Form](https://webforms.sauder.ubc.ca/academic-concession-rhlee) <https://webforms.sauder.ubc.ca/academic-concession-rhlee>. If an academic concession is granted during the course, the student will be provided options by RHL, or by the instructor in consultation with RHL, per [UBC's policy on Academic Concession](#).

POLICIES APPLICABLE TO COURSES IN THE ROBERT H. LEE GRADUATE SCHOOL

Attendance

Excepting extenuating circumstances, students are expected to attend 100% of their scheduled class hours. Absent students limit their own academic potential, and that of their classmates, and cause unnecessary disruption to the learning environment. Students missing more than 20% of the total scheduled class hours for a course (including classes held during the add/drop period) without having received an academic concession will be withdrawn from that course. Withdrawals, depending on timing, could result in a "W" or an "F" standing on the transcript.

COVID-19 Policies for Attendance & Academic Concessions:

If a student feels unwell, they should stay home and send a courtesy email to each impacted instructor and cc their program manager. The student should also submit an [Academic Concession Request & Declaration Form](#).

If a student suspects possible Covid-19 infection, they should use the BC Ministry of Health's [self-assessment tool](#), to help determine whether further assessment or testing for COVID-19 is recommended.

If a student is required to self-isolate (e.g., while waiting for test results), they should follow the steps above (stay home, email instructor(s) and program manager, submit an [Academic Concession Request & Declaration Form](#), and follow BC Health Guidance.

Students who are required to quarantine, should get in touch with their Program Manager to discuss the possibility of academic concessions for each impacted course. The Program Manager will work closely with your instructors to explore options for you to make up the missed learning.

Covid-19 Safety in the Classroom:

Masks: Masks are **required** for all indoor classes, as per the BC Public Health Officer orders. For our in-person meetings in this class, it is important that all of us feel as comfortable as possible engaging in class activities while sharing an indoor space. For the purposes of this order, the term "masks" refers to medical and non-medical masks that cover our noses and mouths. Masks are a primary tool to make it harder for Covid-19 to find a new host. You will need to wear a medical or non-medical mask for the duration of our class meetings, for your own protection, and the safety and comfort of everyone else in the class. You may be asked to remove your mask briefly for an ID check for an exam, but otherwise, your mask should cover your nose and mouth. Please do not eat in class. If you need to drink water/coffee/tea/etc, please keep your mask on between sips. Students who need special accommodation are asked to discuss this with the program office.

Seating in class: To reduce the risk of Covid transmission, please sit in a consistent area of the classroom each day. This will minimize your contacts and will still allow for the pedagogical methods planned for this class to help your learning.

Visit the following website for the most recent updates regarding Covid-19 protocol on campus: <https://students.ubc.ca/campus-life/returning-to-campus>

Punctuality

Students are expected to arrive for classes and activities on time and fully prepared to engage. Late arrivals may be refused entry at the discretion of the instructor or activity lead. Students arriving later than halfway through a scheduled class will be treated as absent for that class.

Electronic Devices

In-Person Regulations

Devices such as laptops, tablets, and cell phones are not permitted to be used in class unless directed by the instructor for in-class activities. Students who do not follow the School's policy in this regard may be required to leave the room for the remainder of the class, so that they do not distract others. Research shows that students' use of laptops in class has negative implications for the learning environment, including reducing their own grades and the grades of those sitting around them.

Citation Style

Please use the American Psychological Association (APA) reference style to cite your sources.

Details of the above policies and other RHL Policies are available at:

<http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,199,506,1625>

UNIVERSITY POLICIES AND RESOURCES

UBC provides resources to support student learning and to maintain healthy lifestyles but recognizes that sometimes crises arise and so there are additional resources to access including those for survivors of sexual violence. UBC values respect for the person and ideas of all members of the academic community. Harassment and discrimination are not tolerated nor is suppression of academic freedom. UBC provides appropriate accommodation for students with disabilities and for religious observances. UBC values academic honesty and students are expected to acknowledge the ideas generated by others and to uphold the highest academic standards in all of their actions. Details of the policies and how to access support are available on the UBC Senate website at <https://senate.ubc.ca/policies-resources-support-student-success>.

Respect for Equity, Diversity, and Inclusion

The UBC Sauder School of Business strives to promote an intellectual community that is enhanced by diversity along various dimensions including status as a First Nation, Metis, Inuit, or Indigenous person, race, ethnicity, gender identity, sexual orientation, religion, political beliefs, social class, and/or disability. It is critical that students from diverse backgrounds and perspectives be valued in and well-served by their courses. Furthermore, the diversity that students bring to the classroom should be viewed as a resource, benefit, and source of strength for your learning experience. It is expected that all students and members of our community conduct themselves with empathy and respect for others.

Academic Integrity

The academic enterprise is founded on honesty, civility, and integrity. As members of this enterprise, all students are expected to know, understand, and follow the codes of conduct regarding academic integrity. At the most basic level, this means submitting only original work done by you and acknowledging all sources of information or ideas and attributing them to others as required. This also means you should not cheat, copy, or mislead others about what is your work. Violations of academic integrity (i.e., misconduct) lead to the breakdown of the academic enterprise, and therefore serious consequences arise and harsh sanctions are imposed. For example, incidences of plagiarism or cheating may result in a mark of zero on the assignment or exam and more serious consequences may apply if the matter is referred to the President's Advisory Committee on Student Discipline. Careful records are kept in order to monitor and prevent recurrences.

Academic Freedom and Students Studying from Outside Canada

During this pandemic, the shift to online learning has greatly altered teaching and studying at UBC, including changes to health and safety considerations. Keep in mind that some UBC courses might cover topics that are censored or considered illegal by non-Canadian governments. This may include, but is not limited to, human rights, representative government, defamation, obscenity, gender or sexuality, and historical or current geopolitical controversies. If you are a student living abroad, you will be subject to the laws of your local jurisdiction, and your local authorities might limit your access to course material or take punitive action against you. UBC is strongly committed to academic freedom, but has no control over foreign authorities (please visit <http://www.calendar.ubc.ca/vancouver/index.cfm?tree=3,33,86,0> for an articulation of the values of the University conveyed in the Senate Statement on Academic Freedom). Thus, we recognize that students will have legitimate reason to exercise caution in studying certain subjects. If you have concerns regarding your personal situation, consider postponing taking a course with manifest risks, until you are back on campus or reach out to your academic advisor to find substitute courses. For further information and support, please visit: <http://academic.ubc.ca/support-resources/freedom-expression>

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All materials of this course (course handouts, lecture slides, assessments, course readings, etc.) are the intellectual property of the instructor or licensed to be used in this course by the copyright owner. Redistribution of these materials by any means without permission of the copyright holder(s) constitutes a breach of copyright and may lead to academic discipline and could be subject to legal action. Any lecture recordings are for the sole use of the instructor and students enrolled in the class. In no case may the lecture recording or part of the recording be used by students for any other purpose, either personal or commercial. Further, audio or video recording of classes are not permitted without

the prior approval of the Instructor. Students may not share class Zoom links or invite others who are not registered to view sessions.

ACKNOWLEDGEMENT

UBC's Point Grey Campus is located on the traditional, ancestral, and unceded territory of the xwməθkwəyəm (Musqueam) people, who for millennia have passed on their culture, history, and traditions from one generation to the next on this site.

ONLINE TEACHING TOOL & REQUIREMENTS

This course may involve using Zoom for office hours.

COURSE SCHEDULE

(Subject to change with class consultation)

CLASS	CLASS TOPICS	ACTIVITIES / READINGS	DELIVERABLES*
Class 1 Sept 8	Financial Accounting and Financial Reporting Concepts	Ch. 1 Ch. 3 Appendix 3B	
Class 2 Sept 10 (FRIDAY – in lieu of Sept 6 Statutory Holiday)	Financial Accounting and Financial Reporting Concepts Analyzing Business Transactions and The Recording Process	Ch. 1 Ch. 3 Appendix 3B Ch . 2	
Class 3 Sept. 13	Analyzing Business Transactions and the Recording Process Adjusting the Accounts	Ch. 2 and 3	
Class 4 Sept. 15	Analyzing Business Transactions and the Accounting Process Adjusting the Accounts Financial Statement Presentation	Ch. 2 and 3 Ch. 4	Assignment #1 - Due Friday, Sept 17 at 11:59pm Assignment #2 - Due Sunday, Sept 19 at 11:59pm
Class 5 Sept. 20	Components of the Balance Sheet and Income Statement	Selected topics in Ch. 5, 6, 8, 9, 10	
Class 6 Sept 22	Components of the Balance Sheet and Income Statement	Selected topics in Ch. 5, 6, 8, 9, 10	Assignment #3 – Due Friday, Sept 24 at 11:59pm Assignment #4 – Due Sunday, Sept 26 at 11:59pm On-line Quizzes #1 - 3 (Due no later than Sunday, Sept 26 at 11:59pm)
Class 7 Sept. 27	Statement of Cash Flows	Ch. 12	
Class 8 Sept 29	Statement of Cash Flows	Ch. 12	In-class Quiz
Class 9 Oct. 4	Financial Statement Analysis	Ch. 13	

Class 10 Oct. 6	Financial Statement Analysis	Ch. 13	Assignment #5 - Due Saturday, Oct. 9 at 11:59pm On-line Quizzes #4 and #5 - Due no later than Sat. Oct. 9 at 11:59pm
Final Exam	Exam Week Oct. 11-16		

*All Due Dates and Times are in PST