



## Syllabus for Accounting

Welcome to CE021 and CE022: Accounting!

Please read the information in this syllabus before proceeding to the course materials.

**Credits:** 1.0 credits

**Prerequisite:** None

## Instructional Team

### Teacher Contact Information

Teacher email: [tutors@ashworthcollege.edu](mailto:tutors@ashworthcollege.edu)

Our Academic Advisors are also available to help you when you need it. They are trained to provide tutoring in all subjects or answer your questions about the course or program.

Phone: 1-800-224-7234

Hours: 8:30AM – 8:30PM EST Monday-Friday

## Textbook

Slater, J. (2013). College Accounting: A Practical Approach (12<sup>th</sup> ed.). Upper Saddle River, NJ: Pearson Education, Inc.]

## Course Description

Students will learn the basic concepts, formulas, and practices used by accountants to evaluate and manage common business practices. Course coverage includes mastery of the concepts of the accounting cycle and multiple applications of accounting practices to business operations like merchandising, inventory, payroll, and the tracking and management of business assets. Students will also learn accounting applications required for structuring of partnerships and corporations and how to create and evaluate financial statements as well as financial management of departments and manufacturing accounts. Assessments for this course include multiple choice exams and graded projects.

## Course Learning Objectives

Upon completion of this course, you should be able to:

- Define primary accounting concepts and principles.
- Explain the concepts of the accounting equation, the rules of debit and credit, and the purpose for the trial balance.



- Calculate the income statement and balance sections of the accounting worksheet.
- Define and explain the objectives of internal control and an effective internal control system.
- Prepare a payroll register, report payroll and taxes, and prepare forms W2, W3, 941, and 940.
- Prepare a schedule of accounts payable and demonstrate how to record and post purchase transactions to ledger.
- Define capital asset and understand the entries for retiring, selling, or exchanging capital assets.
- Describe and explain characteristics and types of partnerships and corporations.
- Explain the effect of dividends and complete a statement of retained earnings.
- Describe how bonds are issued and reported, the purpose of the statement of cash flows, and how to prepare income statements.

## Course Lessons

The following lessons are covered in CE021: Accounting Part I:

<b>Lesson</b>	<b>Read/Submit</b>	<b>Topics</b>
Lesson 1	pp. 1-9 and Lecture Notes Exam 1	Basic Accounting Concepts
Lesson 2	pp. 4-38 and Lecture Notes Exam 2	The Accounting Equation and Financial Statements
Lesson 3	pp. 39-52 and Lecture Notes Exam 3	T-Accounts, Debits, and Credits
Lesson 4	pp. 53-118 and Lecture Notes Exam 4	Trial Balance and Introduction to the Accounting Cycle
Lesson 5	pp. 119-220 and Lecture Notes Exam 5	The Accounting Cycle: Adjusting Entries and Closing the Accounting Period
Lesson 6	pp. 221-258 and Lecture Notes Exam 6	Banking and Cash Control



Lesson 7	pp.1-21 and 31-60 and Lecture Notes Exam 7	Calculating Payroll and payroll taxes
Lesson 8	pp. 77-97 and Lecture Notes Exam 8	Sales and Cash Receipts
Lesson 9	pp. 109-137 and Lecture Notes Exam 9	Purchases and Cash Payments
Lesson 10	pp. 165-182 and 197-218 and Lecture Notes Assignment 10: Inventory Adjustment and Transaction Worksheet	Merchandising Operations
Lesson 11	pp. 239-252 and Lecture Notes Exam 11	Bad Debts
Lesson 12	pp. 261-284 and Lecture Notes	Notes Receivable and Notes Payable
Lesson 13	pp. 293-318 and Lecture Notes Exam 12	Merchandise Inventory
Lesson 14	pp. 333-355 Exam 13 Assignment 14 Preparing Journal Entries	Plant Assets and Intangibles

## Course Lessons

The following lessons are covered in CE022: Accounting Part II

<b>Lesson</b>	<b>Read/Submit</b>	<b>Topics</b>
Lesson 1	pp. 1-24 and Lecture Notes Exam 1	Partnerships
Lesson 2	pp. 31-52 and Lecture Notes Exam 2	Corporations: Organizations and Stocks
Lesson 3	pp. 61-81 and Lecture Notes Exam 3	Stocks, Dividends, and Retained Earnings



Lesson 4	pp. 91-110 and Lecture Notes Graded Project, Exam 4	Corporations and Bonds Payable
Lesson 5	pp. 117-132 and Lecture Notes Exam 5	Investments and Cash Flow
Lesson 6	pp. 141-158 and Lecture Notes Graded Project, Exam 6	Financial Statement Analysis
Lesson 7	pp. 195-206 and Lecture Notes Exam 7	Departmental Accounting
Lesson 8	pp. 215-232 and Lecture Notes Exam 8	Manufacturing Accounting