ATENEO DE MANILA UNIVERSITY

JOHN GOKONGWEI SCHOOL OF MANAGEMENT

Finance and Accounting Department

COURSE SYLLABUS

A. COURSE INFORMATION

Catalog No.	**ACCT 115**	No. of Units	**3 units**
Course Title	**Financial Accounting**		
Prerequisite/s	**None**		
School Year	**2021-2022**	Semester	**1st Semester**
Instructor/s	**Neil Jason G. Lopez**	Venue	**Online**

Section	Schedule
F	**8:00-9:30 T-TH**
G	**9:30-11:00 T-TH**
I	**12:30-14:00 T-TH**
J	**14:00-15:30 T-TH**

B. COURSE DESCRIPTION

This course focuses on the basic concepts of Accounting, primarily on the accounting cycle using the double entry system which includes: (1) identification of accounting transactions including the use of T-Accounts; (2) preparation of financial statements; and (3) discussion on the revenue cycle, the expense cycle, the financing cycle and the investment cycle as they relate to the accounting system. Emphasis will be on the use of accounting information for making business decisions. Whenever possible, quantitative approaches to illustrating accounting concepts will be used.

WHERE IS THE COURSE SITUATED WITHIN THE FORMATION STAGES IN THE FRAMEWORK OF THE LOYOLA SCHOOLS CURRICULA	
	FOUNDATIONS: Exploring and Equipping the Self
✓	ROOTEDNESS: Investigating and Knowing the World
	DEEPENING: Defining the Self in the World
	LEADERSHIP: Engaging and Transforming the World

C. COURSE LEARNING OUTCOMES

By the end of this course, students should be able to:

COURSE LEARNING OUTCOMES

CLO1:	Understand and apply the generally accepted accounting principles in analyzing business transactions
CLO2:	Read, prepare, and evaluate basic financial statements namely: a) Balance Sheet, b) Income Statement, c) Cash Flow Statement, d) Statement of Owner's Equity
CLO3:	Determine cost of goods sold and correct inventory costs of a business
CLO4:	Use financial information to analyze and interpret business situations
CLO5:	Perform rudimentary financial statement analysis

D. COURSE OUTLINE and LEARNING HOURS

Course Outline	CLOs	Estimated Learning Hours
Module 1: Introduction to Accounting Principles • Definition of Accounting • Users of Accounting • Types of Business Organizations • Generally Accepted Accounting Principles (GAAP) • Accounting Equation, Account Titles, and the Presentation of Financial Statements	CLO 1	3 hrs

Module 2: The Accounting Cycle
• Analyzing Transactions
• Journalizing
• Posting
• Preparation of Trial Balance
• Adjusting Entries (Accrual Basis only)
  ○ Deferrals- Prepaid Expenses and Unearned Revenues
  ○ Accruals- Accrued Revenues and Accrued Expenses
• Closing Entries
	CLO 1, 2, 4	15 hrs

Module 3: Accounting for Merchandising Companies and their Inventories • Introduction- Business Operating Cycle, Measuring Income, and Cost Flow in Merchandising Companies • Inventory Systems • Accounting for Purchases, Sales, and Cost of Goods Sold (Perpetual only) • Inventory Errors • Gross Profit Rate (Based on Sales and COGS) • Cost Flow Assumptions	CLO 1, 2, 3, 4	8 hrs

Module 4: Cash and Bank Reconciliation • Bank Reconciliation	CLO 1, 4, 5	6 hrs
Module 5: Accounting for Receivables • Concept of Receivables • Write-off Methods (Allowance Method only) • Aging of Accounts Receivables	CLO 1, 4, 5	4 hrs
Module 6: Accounting for Property, Plant & Equipment • Concept of Depreciation • Rules on Depreciation • Depreciation Methods- Straight-Line, Double Declining, 150% Declining, Units of Production • Subsequent Changes- Changes in Costs, Residual Value, Useful Life, Depreciation, or Combinations	CLO 1, 4, 5	6 hrs
Module 7: Corporations • Definition, Characteristics, Organization • Rights & Privileges of a Shareholder • Types of Stocks (Common and Preferred, Determining EPS)- Issuance and Conversion of Stocks • Treasury Stocks (no journals) • Statement of Retained Earnings and Balance Sheet Presentation • Cash & Stock Dividends • Stock Split	CLO 1, 4, 5	6 hrs
Module 8: Statement of Cash Flows • Definition, Components of Cash Flows (Operating, Financing, and Investing) • Formats of Presenting Cash Flows (Direct and Indirect Method)	CLO 1, 2, 4, 5	6 hrs

E. ASSESSMENT and RUBRICS

Assessment Tasks	Assessment Weight	CLOs
Long Exam (3)	60%	CLO 1, 2, 3, 4, 5
Short Quizzes (1 per module), Cases, Groupwork	30%	CLO 1, 2, 3, 4, 5
Class Participation	10%	CLO 1, 2, 3, 4, 5

RUBRICS FOR CLASS PARTICIPATION:

Class participation grade is based on the student's overall participation throughout the course, including but not limited to responses in asynchronous class discussions, completion of exercises, preparedness and participation in group works and synchronous sessions.

Grade	Rubric
4	Student actively participates in class activities and discussions, demonstrates exemplary effort towards his/her learning, and constantly contributes to enriching class discussions
3	Student actively participates in class activities, satisfactory effort towards his/her learning, occasionally contributes to enriching class discussions
2	Student occasionally participates in class activities and discussion
1	Student has limited participation in class
0	Student does not participate at all

RUBRICS AND GUIDELINES FOR THE PROJECT WILL BE DISCUSSED IN CLASS

F. TEACHING and LEARNING METHODS

TEACHING & LEARNING METHODS and ACTIVITIES	CLOs
Assigned readings	CLO 1, 2, 3, 4, 5
Lectures delivered in uploaded video clips to better understand readings	CLO 1, 2, 3, 4, 5
Exercises linked to the lectures to apply concepts	CLO 1, 2, 3, 4, 5
Synchronous sessions to better understand the lessons & concepts	CLO 1, 2, 3, 4, 5
Case analysis to relate concepts to its application in the real world	CLO 1, 2, 3, 4, 5

G. REQUIRED READING/S

Stice, Earl. Principles of Financial Accounting: IFRS Edition, Second Edition. Cengage Learning. 2018.

H. SUGGESTED READINGS

- John J. Wild, Ken W. Shaw, and Barbara Chiappetta, Principles of Accounting,20th ed., McGraw-Hill Companies, 2013
- Robert N. Anthony, David F. Hawkins, and Kenneth A. Merchant, Accounting: Text and Cases, 13thed., Richard D. Irwin, Inc. Homewood, Illinois, 2011

I. GRADING SYSTEM (FINAL GRADE)

Final score	Letter grade	QPI
3.76-4.00	A	4.00
3.31-3.75	B+	3.5
2.81-3.30	B	3.0
2.31-2.80	C+	2.5
1.81-2.30	C	2.0

1.00-1.80	D	1.0
Below 1	F	0

J. GRADE EQUIVALENT (ASSESSMENTS)

Percentage	Letter Grade
93 – 100	A
87 – 92.99	B+
81 – 86.99	B
75 – 80.99	C+
69 – 74.99	C
60 – 69.99	D
Below 60	F

K. CLASS POLICIES

1. The primary means of delivering course material in this class is the Canvas Learning Management System (LMS). All official announcements and changes in course content will be done through the LMS.
    - The official learning management system for this course will be Canvas.
    - Only students who are officially enrolled will be included in the Canvas class.
    - Only students who are officially enrolled will be allowed to take assessments.
    - Students who require support for Canvas may seek help by sending an email to ls.one@ateneo.edu or chatting with LS-One through that account using their obf email.
    - Student access to the Canvas course will be closed a week after the electronic release of grades for the first quarter. Students are encouraged to download the course materials as well as the records of their grades before the Canvas course closes.
    - Grades reflected on Canvas are not necessarily the official grades for the class.

2. Class Participation: Each learner is expected to actively participate in discussions on the assumption that each brings a wide range of experiences to the learning process. Active participation may include asking thoughtful questions, being willing to consider new ideas, helping the class understand complex ideas, having a cooperative attitude and a sense of humor, and helping others comprehend the material.

3. It would be nice if students' cameras are kept open during synchronous sessions so that I can see who I am talking to and receive non-verbal feedback. But keeping cameras open is not required.

4. Attendance at synchronous sessions will not be checked. As such, students cannot overcut/ cannot receive a grade of W for this course.

5. A recording of synchronous sessions will be uploaded in the class Google Drive at least a day after the synchronous session. The class beadle and co-beadle should remind me to record the session and upload the session in the class Google Drive (or if Zoom allows it, for them to ask me to make them co-hosts so that they can record the session themselves)

6. Students are encouraged to use the chat function at any time during the synchronous session (and not just when I ask if there are questions). This gives me a sense of what you're thinking and what your reactions are. In a face-to-face situation, teachers prefer students (to recite but) not to chat in class but in an online environment, chat is preferred. Students are also encouraged to reply to each other's chat messages.

7. Students are responsible for fulfilling the requirements and meeting the deadlines as originally set in this class. **In case there is a need for reasonable accommodations due to connectivity issues, the student must inform the instructor BEFORE the deadline.**

8. All slides, handouts, worksheets, and other pertinent files shared in class are exclusively for the academic use of the course. Any unauthorized reproduction and distribution of the materials is STRICTLY PROHIBITED.

9. ACADEMIC INTEGRITY POLICY: Every student is responsible to know the standards of conduct and expectations of academic integrity that apply to undertakings. Academic dishonesty will not be tolerated and will result in the maximum penalty as defined in the Student Handbook:
    - Cheating during exams
    - Copying another student's work including assignments and reports
    - Receiving assistance from anyone else with quizzes or assignments
    - Fabrication of data
    - Plagiarism

10. Ateneo de Manila University does not discriminate on the basis of sex, gender, marital or parental status, sexual orientation, or gender identity or expression. See the following link for more information on the LS Gender Policy: http://www.ateneo.edu/ls/ls-gender-policy

    The Code of Decorum and Administrative Rules outlines the definition of sexual harassment, other forms of sexual misconduct, and inappropriate behavior; imposable sanctions for the different types of infractions; grievance procedures; and modes of intervention and assistance. It covers both students and employees of the University. The Code and Rules were released on 29 August 2020. **https://www.ateneo.edu/policies/code-decorum-investigation-sexual-harassment**

L. CONSULTATION HOURS

NAME OF FACULTY	EMAIL	DAY/S	TIME
Neil Jason G. Lopez	njlopez@ateneo.edu	MWF	13:00 - 16:00

You may consult with me through video-chat, regular voice chat over the internet, and text-only through email and messenger. If you message during the consultation time above, you can expect faster replies from me.

M. CLASS SCHEDULE

Date	Activity
August 26, 2021	Synchronous Session: Syllabus
August 31, 2021	Synchronous Session: Module 1
September 2, 2021	Exercise/Quiz: Module 1
September 7, 2021	Synchronous Session: Module 2 part 1
September 9, 2021	Exercise/Quiz: Module 2 part 1
September 14, 2021	Synchronous Session: Module 2 part 2
September 16, 2021	Exercise/Quiz: Module 2 part 2
September 21, 2021	Review for First Long Exam
September 23, 2021	Review for First Long Exan
September 25, 2021	First Long Exam (1:00 PM – 4:00 PM) Coverage: Module 1-2
September 28, 2021	Synchronous Session: Module 3 part 1
September 30, 2021	Exercise/Quiz: Module 3 part 1
October 5, 2021	Synchronous Session: Module 3 part 2
October 7, 2021	Exercise/Quiz: Module 3 part 2
October 12, 2021	Synchronous Session: Module 4
October 14, 2021	Exercise/Quiz: Module 4
October 19, 2021	Synchronous Session: Module 5
October 21, 2021	Exercise/Quiz: Module 5
October 26, 2021	Review for Second Long Exam
October 28, 2021	Review for Second Long Exam
October 30, 2021	Second Long Exam (1:00 PM – 4:00 PM) Coverage: Module 3-5
November 2, 2021	Holiday
November 4, 2021	Synchronous Session: Module 6
November 9, 2021	Synchronous Session: Module 7
November 11, 2021	Exercise/Quiz: Module 6 and Module 7
November 16, 2021	Synchronous Session: Module 8
November 18, 2021	Exercise/Quiz: Module 8
November 23, 2021	Review for Third Long Exam

November 25, 2021	Review for Third Long Exam
November 27, 2021	Third Long Exam (1:00 PM – 4:00 PM) Coverage: Module 5-8
December 2, 2021	N/A
December 4, 2021	N/A

N. ADDITIONAL NOTES

The instructor reserves the right to make changes to this syllabus as the pace and environment of the class dictates.

Synchronous Class:
Synchronous classes will be **dedicated for module/topic summary, solving problems and discussing unclear concepts**. Thus, **it is expected that you already read through and watched the lecture slides per module prior to joining our synchronous sessions**.