

AUG 12 2003



BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY

School of Business

Program: Continuing Education

Course Outline

FMGT 2100
Accounting 2

Start Date: April 2002

End Date:

Course Credits:

Term/Level:

Total Hours: 54

Total Weeks: 13

Hours/Week: 4

Lecture: 4

Lab:

Shop:

Seminar:

Other:

Prerequisites

Course No.	Course Name
FMGT 1100	Accounting 1

FMGT 2100 is a Prerequisite for:

Course No.	Course Name
FMGT 3110	Financial Accounting 1
FMGT 3210	Cost + Managerial Accounting 1
FMGT 3310	Auditing 1
FMGT 3410	Tax 1
FMGT 3510	Finance 1

Course Calendar Description

Course Goals

To provide an understanding of basic accounting principles and procedures, bookkeeping and financial statement preparation and analysis.

Evaluation

Assignments	10%
Mid-Term Exam	45%
Final Exam	<u>45%</u>

A final grade of 70% is required to obtain transfer credit to the Financial Management Technology full-time day school diploma programs.

TOTAL

100%

Course Learning Outcomes/Competencies

1. Account for and report current and long term liabilities.
2. Account for partnership formation, operations and dissolution.
3. Account for and understand shareholders' equity.
4. Prepare a Cash Flow Statement.
5. Perform a basic financial statement analysis.
6. Understand basic payroll procedures.
7. Record and report basic transactions for manufacturers.
8. Compute and record bad debts.
9. Calculate interest revenue and discount notes receivable.
10. Record transactions in short and long term investments.
11. Prepare a consolidation worksheet and a consolidated balance sheet.
12. Prepare some budgets.

Course Content Verification

I verify that the content of this course outline is current, accurate, and complies with BCIT Policy.

Developed by:	<u>Barrie Yackness, Coordinator</u>	Date:	<u> </u>
	Instructor		
Revised by:	<u>Barrie Yackness, Coordinator</u>	Date:	<u>March 2002</u>
	Instructor		
Approved by:	<u>Tim Edwards</u>	Date:	<u>March 2002</u>
	Associate Dean		



BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY
School of Business
Program: Continuing Education
Option:

FMGT 2100
Accounting 2

Instructor(s)

Office No.:

Office Phone:

Office Hrs.:

E-mail Address:

Learning Resources

Required:

1. *Accounting*, Canadian 5th Edition – Horngren, Harrison Bamber, Lemon, Norwood
2. 3 or 4-column accounting paper.
3. *dark* pencil, erase, ruler and calculator.



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FMGT 2100
Accounting 2

Class/ Number	Outcome/Material Covered	Reference/ Reading	Assignment	Due Date Class
1	Accounting for Receivables	Chapter 8 and appendix	1	2
2	Capital Assets	Chapter 10	2	3
3	Current Liabilities Payroll Accounting Long-term liabilities (start)	Chapter 11 Chapter 15 and appendix pages 858-863	3	4
4	Long-term Liabilities	Chapter 15	4	5
5	Accounting for partnerships	Chapter 12	5	6
6	Corporations: organization and capital stock transactions and retained earnings, dividends and the income reporting and stock repurchases	Chapters 13 and 14	6	8
7	Mid-Term Exam – Chapters 8, 10, 11, 12, 15			
8	Investments	Chapter 16	7	9
9	The Cash Flow Statement	Chapter 17 and appendix	8	10
10	Financial Statement Analysis	Chapter 18	9	11
11	Introduction to Management Accounting Job Costing	Chapter 19 and 20	10	12
12	Budgeting and responsibility accounting and review	Chapter 23	11	
13	FINAL EXAM			

Assignment #	Questions Assigned	Page
1	Problem 8-7A Problem 8-8A Problem 8-10B Appendix Problem 8-1A Exercises 8-5, 8-7	440 441 448 453 534
2	Exercise 10-8 Exercise 10-15 Problem 10-1A Problem 10-2A Problem 10-8A	538 539 541 542 545
3	Questions 10, 22 Exercises 11-2, 11-4 Problem 11-1A Problem 11-6A	595 596 601 603-604
4	Questions 4, 9, 12, 16 Exercises 15-5, 15-6 Exercise 15-10 Exercise 15-17 Problem 15-4A (excluding requirement 3) Problem 15-A4, 15-A6	837-838 838 839 841 846 863
5	Questions 2, 3, 4, 6, 7 Problem 12-3A Problem 12-5A Problem 12-6A Problem 12-9A	689 699 695-696 696 697
6	Questions 12, 14, 17 Exercise 13-15, 13-16 Problem 13-7A Problem 13-10A Questions 5, 8, 18, 22 Exercise 14-13 Problem 14-4A, requirement #1 only Problem 14-6A Beyond Numbers 14-1	738 742 747 748 785 788 792 793 790
7	Questions 2, 4, 5, 9, 11, 13 Exercises 16-10 Exercises 16-6, 16-7 Problem 16-8A Problem 16-7A	892-893 895 894-895 902 901
8	Questions 2, 5, 6, 15 Beyond Numbers 17-1 Problem 17-8A Decision Problem 1 Problem 17A-2	943 952 958 969 977
9	Question 16 Problem 18-2A (requirement 1 only) Problem 18-6A Financial Statement Problem	1012 1020 1024 1037

Assignment #	Questions Assigned	Page
10	Questions 9, 10	1114
	Problem 19-1A	1119
	Problem 19-2A	1120
	Exercise 19-15	1118
	Questions 1, 14	1160
	Problem 20-2A	1166
	Problem 20-5A	1168
11	Questions 12, 15	1304
	Problem 23-1A	1310
	Problem 23-2A	1311
	Problem 23-7A	1313

STUDENT INFORMATION ON POLICIES AND PROCEDURES

COURSE OUTLINES: This course outline may assist you in the future to receive credit for all or part of a course from another post-secondary institution or from a professional program. It is strongly recommended that this course outline be safely filed for future reference.

EXAMINATIONS: Recently there has been a greater tendency for students to miss scheduled examinations. Students who miss examinations often request that they be allowed to write make-up examinations. This is often unfair to those who wrote the scheduled examination and time-consuming for the instructor who is asked to prepare alternative examinations.

In an effort to be consistent within Financial Management, the Department has adopted the following policy to deal with mid-term and final examinations.

It is imperative that students write examinations on either the scheduled day per the course outline or the date and time as determined by the Registrar during the formal examination periods. Effective September 1, 2000 the following policy will be followed by the Department:

Subject to circumstances outlined below a student who fails to write an examination on the scheduled date and time will receive a zero on that examination.

Other than in emergency situations, a student must provide his/her instructor with a reason acceptable to the instructor for missing an examination at least 24 hours prior to the scheduled time of the examination. Should such notice be given and should the reason be acceptable to the instructor, the student may, subject to the discretion of the instructor, be permitted to either write an alternative examination or have an agrotat mark established. It is the student's responsibility to contact the instructor by phone, fax, e-mail, etc.

It is impossible to list every acceptable reason. However, for greater certainty, reasons such as being unprepared or having too many other examinations in the same week will not be accepted. Written documentation, i.e., doctor's notes, will be required in all cases of missed examinations.

Instructors are asked to promptly notify the program head or the academic coordinator of any student who misses an examination together with any supporting documentation.

PHOTO IDENTIFICATION: To write exams, students are required to produce photo-identification at examination centres. Photo identification must be placed on the desk before an exam will be issued to the student and must remain in view on the desk while writing the exam for inspection by invigilators. Students should bring a BCIT OneCard or alternatively two pieces of identification, one of which must be government photo I.D. such as a drivers license.

CHEATING, PLAGIARISM AND DISHONESTY: Acts of cheating, plagiarism and dishonesty are not tolerated; the degree of punitive action may range from a written warning to withdrawal from the program. These penalties may also be applied to a student who knowingly contributes to the act of dishonesty, cheating and plagiarism. (Refer to the current BCIT Calendar.)

Programmable calculators and calculators with alphabetic capability **will not be allowed** in exams. English language dictionaries **will be allowed** in exams provided they are presented to the exam invigilator prior to the exam.

FINANCIAL MANAGEMENT TECHNOLOGY

ACCOUNTING

GUIDE FOR STUDENTS IN THE SUBMISSION OF ASSIGNMENTS

1. Show full name and set number in the upper right of each page.
2. Identify problem numbers on the left side of the page.
3. Use only one side of the paper.
4. Staple all pages together at the upper left-hand corner in the order that problems were assigned.
5. Write plainly and neatly. Submit assignments in HB pencil. Pencil must be dark lead.
6. Columnar paper must be used in all assignments except those requiring "essay" answers.
7. Decimals and commas are not required on columnar paper.
8. Financial statements are to be prepared in accordance with the illustrations in the text.
9. The business name given in your problems must be shown on all financial statements exactly as illustrated in the text.
10. Where underlines are required, a ruler should be used. Under figures, a single underline indicates a calculation involved in the numbers above the line, a double underline indicates a final total.
11. Account titles (names) must not be abbreviated.
12. Capital letters are to be used as illustrated in the text.
13. Dollar signs are to be included in financial statements beside the first amount in each column and beside each amount appearing directly below a double underline.
14. Pay particular attention to grammar and spelling. In the Owner's Equity section of the Balance Sheet, the apostrophe must be used in possessive words such as Shareholders', Partners' or Owner's Equity.