



SEP 05 2003

## Course Outline

A POLYTECHNIC INSTITUTION

School of Business

Program: Financial Management

Option:

**FMGT 2105**  
**Accounting 2****Start Date:** January, 2003**End Date:** May 24, 2003**Total Hours:** 80 **Total Weeks:** 20**Term/Level:** 2 **Course Credits:** 5.5**Hours/Week:** 4 **Lecture:** 2 **Lab:** 2**Shop:** **Seminar:** **Other:****Prerequisites****Course No. Course Name**

FMGT 1105 Accounting

**FMGT 2105 is a Prerequisite for:****Course No. Course Name**

Most second year courses.

**■ Course Description**

This course is the second of two designed to provide first year Financial Management students with a general understanding of the nature, purpose and general procedures of accounting. Completion of this course with an acceptable grade gives the student transfer credit to the courses offered by the three professional accounting bodies in BC as well as other professional bodies such as those for financial planners and managers.

- Every attempt has been made to have the assignment schedule lag considerably behind the lectures. However, on occasion this may not always be the case.
- Students who wish to master accounting are encouraged to complete extra problems.
- Students are required to bring their textbook to the labs but not lectures.
- Please retain this course outline in case you need credit from another institution in the future.

**■ Detailed Course Description****■ Evaluation**

Final Examination	45%
Midterm Exam	30%
Quizzes, Weekly Assignments, Participation	25%
<b>TOTAL</b>	<b>100%</b>

Comments: There will be a number of quizzes held either in the lecture or the lab. These quizzes will be announced one week in advance.


- **There will be no opportunity to make up missed quizzes.**
- All outlines, schedules and mark allocations are subject to change if the instructor determines that a change is required.

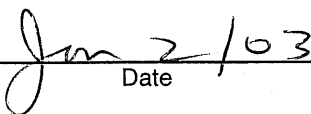
## ■ Course Learning Outcomes/Competencies

1. Understand and apply generally accepted accounting principles.
2. Prepare entries to account for credit sales, including alternative methods of accounting for bad debts.
3. Prepare entries to record transactions involving notes receivable including the calculation of interest and the discounting of notes.
4. Calculate and record amortization on various types of capital assets using alternative generally accepted accounting practices.
5. Record the entries for the purchase, sale and trade-in of capital assets.
6. Prepare entries to record transactions involving notes payable including the calculation of interest and discount.
7. Record the entries required for the various transactions involving long-term liabilities (notes and bonds payable) including the calculation of present value.
8. Describe and differentiate the advantages and disadvantages of a corporation, a partnership and a sole proprietorship.
9. Record the entries required for the shareholders' equity of a corporation including capital issues, retained earnings, dividends and stock splits.
10. Recognize proper presentation in the shareholders' equity section of a balance sheet for extraordinary items, prior period adjustments and accounting changes.
11. Prepare payroll.
12. Understand responsibility accounting and accounting for departments.
13. Prepare entries for a partnership including allocation of earnings, admission or retirement of a partner and liquidation of the partnership.
14. Prepare and interpret a statement of cash flows.
15. Analyze financial statements.
16. Comprehensive question.


■ Verification

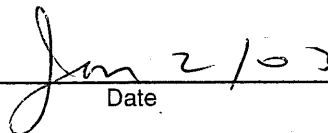
I verify that the content of this course outline is current.

  
\_\_\_\_\_  
Authoring Instructor

  
\_\_\_\_\_  
Date

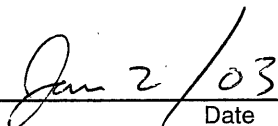
I verify that this course outline has been reviewed.

  
\_\_\_\_\_  
Program Head/Chief Instructor

  
\_\_\_\_\_  
Date

I verify that this course outline complies with BCIT policy.

  
\_\_\_\_\_  
Dean/Associate Dean

  
\_\_\_\_\_  
Date

Note: Should changes be required to the content of this course outline, students will be given reasonable notice.

v **Instructor(s)**

Jo-Ann Johnston	Office Location: SE6-335	Office Phone: 604-451- 6754	Jo-Ann_Johnston@bcit.ca
Mary Hamm	SE6-343	604-451- 6759	Mary_Hamm@bcit.ca
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Jean Virginillo	SE6-379	604-456- 8168	Jean_Virginillo@bcit.ca

v **Learning Resources**

*Required:*

Text: Horngren, Harrison, Bamber, Lemon, Norwood, Can. 5th Ed.

Sharp financial calculator – EL 733

Accounting paper (3 or 4 column) and/or computer paper

Dark pencil, eraser, ruler — these supplies are available from the BCIT Book Store or TNT.

*Recommended:*

v **Information for Students**

*(Information below can be adapted and supplemented as necessary.)*

**Assignments:** Late assignments, lab reports or projects will **not** be accepted for marking. Assignments must be done on an individual basis unless otherwise specified by the instructor.

**Makeup Tests, Exams or Quizzes:** There will be **no** makeup tests, exams or quizzes. If you miss a test, exam or quiz, you will receive zero marks. Exceptions may be made for **documented** medical reasons or extenuating circumstances. In such a case, it is the responsibility of the student to inform the instructor **immediately**.

**Ethics:** BCIT assumes that all students attending the Institute will follow a high standard of ethics. Incidents of cheating or plagiarism may, therefore, result in a grade of zero for the assignment, quiz, test, exam, or project for all parties involved and/or expulsion from the course.

**Attendance:** The attendance policy as outlined in the current BCIT Calendar will be enforced. Attendance will be taken at the beginning of each session. Students not present at that time will be recorded as absent.

**Illness:** A doctor's note is required for any illness causing you to miss assignments, quizzes, tests, projects, or exam. At the discretion of the instructor, you may complete the work missed or have the work prorated.

**Attempts:** Students must successfully complete a course within a maximum of three attempts at the course. Students with two attempts in a single course will be allowed to repeat the course only upon special written permission from the Associate Dean. Students who have not successfully completed a course within three attempts will not be eligible to graduate from the appropriate program.

**Course Outline Changes:** The material or schedule specified in this course outline may be changed by the instructor. If changes are required, they will be announced in class.

## ■ Information for Students (cont'd.)

**Note 1:** Students from other technologies wishing to transfer to the Financial Management Technology's program will require a 70% mark in:

FMGT 1100 — if transferring at the start of Term 2

FMGT 1100 and 2100 — if transferring at the start of Term 3

**Note 2:** Students need to obtain 65% in this course in order to receive credit for the same course in the professional accounting programs.

**Note 3:** Students need 65% in FMGT 2105 in order to continue in the Financial Management second year technology.

**Note 4:** Conduct and Attendance:

Refer to pages 1 and 2 of the current BCIT calendar.

1. Conduct is outlined on page 1.
2. Attendance — Attendance requirements will be enforced as per the BCIT policy on page 2 of the calendar. Excessive absence will be deemed to be missing more than 2 labs or seminars for reasons within the student's control. Upon notification of excessive absence and failure to provide adequate explanation, the student will be *disqualified from writing the final examination*.

**Note 5:** Acts of cheating, plagiarism and dishonesty are not tolerated; the degree of punitive action may range from a written warning and zero on the assignment to withdrawal from the program. These penalties may also be applied to students who knowingly contribute to the act of dishonesty, cheating and plagiarism. (Refer to pages 1 and 2 of the current BCIT Calendar.)

## ■ Assignment Details

### Guidelines 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. Staple all pages together at the upper left hand corner in the order that problems were assigned.
4. Write plainly and neatly. Submit assignments in HB pencil or computer printout. Pencil must be dark lead.
5. Columnar paper must be used in all assignments except those requiring "essay" answers, or computer spreadsheet.
6. Decimals and commas are not required on columnar paper.
7. Financial statements are to be prepared in accordance with the illustrations in the text.
8. The business name given in your problems must be shown on all financial statements exactly as illustrated in the text.

■ **Assignment Details (con'td.)**

9. Where underlines are required, a ruler should be used. Under figures, a single underline indicates a calculation involving the numbers above the line, a double underline indicates a final total.
10. Account titles (names) must not be abbreviated.
11. Capital letters are to be used as illustrated in the text.
12. Dollar signs are to be included in financial statements beside the first amount in each column and beside each amount appearing directly above a double underline.
13. The word Stockholder is used in the USA; Shareholder is the terminology in Canada.
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.

[Effective February 1, 2003, all assignments must be typed.]

### Schedule

Lectures Week Beginning	Outcome/Material Covered	Reference/ Reading	Assignment		Due Week Beginning
Jan. 6, 13	Accounts and Notes Receivable	Ch. 8	Prob. 8-3B Fin. Stmt. Prob. p. 450 Handout F/S		Jan. 13
		Ch. 8	Prob. 8-2B (Appendix p. 454), 8-6B, 8-9B	Ex. 8-5, 8-7	Jan. 20
Jan. 20, 27	Capital Assets	Ch. 10	Prob. 10-1B, 10-2B, 10-4B	Ex. 10-8	Jan. 27
			Prob. 10-8B, 10-9B Fin. Stmt. Prob. p. 553 Refer to Handout F/S	Ex. 10-15	Feb. 3
Feb. 3	Current Liabilities and Payroll	Ch. 11	Prob. 11-1B, 11-5B, 11-6B	Ques. 10, 22 Ex. 11-2, 11-4	Feb. 10
Feb. 10	Partnerships	Ch. 12, Vol. 2	Prob. 12-3B, 12-5B, 12-6B, 12-9B	Ques. 2, 3, 4, 6, 7	Feb. 17
Feb. 17	Corporations	Ch. 13	Prob. 13-3B, 13-7B, 13-10B	Ques. 12, 14, 17 Ex. 13-15, 13-16	Feb. 24
Feb. 24	Retained Earnings/Exam Review	Ch. 14			
Mar. 3-7	<b>Midterm Exam, Chapters 8-13</b>				
Mar. 10-14	<b>MIDTERM BREAK</b>				

Lectures Week Beginning	Outcome/Material Covered	Reference/ Reading	Assignment		Due Week Beginning
Mar. 17	Retained Earnings	Ch. 14	Prob. 14-4B, 14-6B, 14-9B	Ques. 5, 8, 18, 22 Ex. 14-13 Beyond the numbers 14-1	Mar. 24
Mar. 24, Mar. 31	Long-term Liabilities	Ch. 15	Prob. 15-4B, 15-7B Fin. Stmt. Prob. p. 854 Use Handout F/S	Ex. 15-10, 15-17	Mar. 31
			Prob. 15-9B, 15B-6, p. 863		Apr. 7
Apr. 7	Investments and International Operations	Ch. 16	Prob. 16-2B, 16-4B, 16-8B, 16-9B	Ques. 2, 4, 5, 9, 11, 13 Ex. 16-6, 16-7, 16- 10	Apr. 14
Apr. 14, 22	The Cash Flow Statement	Ch. 17 Indirect/Direct	Prob. 17-5B, 17-6B, 17-10B	Ques. 2, 5, 6, 15 Beyond Numbers 17-1	Apr. 22
			Prob. 17-2B, 17-8B	Decision Prob. 1, p. 969	Apr. 28
Apr. 29	Financial Statement Analysis	Ch. 18	Prob. 18-6B		May 5
May 5			Comprehensive Problem (Handout)		May 12
May 12-14 Classes end	Review				
May 19-23	<b>EXAM WEEK</b>				