



Spring 2023

Fridays – recitation with professor
in-person (recording posted in carmen)

Instructor: Marc H. Smith
Office Hours: Monday 2:00 – 3:00; Wednesday 12:45 – 2:15;
and by appointment

E-mail: fcob-acct-intro@osu.edu
Location: Fisher Hall Room 348

Course Description:

This course is a combination of introductory financial accounting and introductory managerial accounting. It will cover the following topics:

1. Financial statements
2. Transaction analysis
3. Adjusting and closing process
4. Property-plant-equipment and depreciation
5. Statement of cash flows
6. Accounts receivable
7. Inventory
8. Time value of money
9. Cost behaviors
10. Cost-volume-profit analysis
11. Cost management concepts
12. Job-order costing
13. Budgeting

Course Format: Online video lectures; online recitations led by instructor

Required Texts/Materials: 1) No textbook is required for this course
2) A non-programmable (non-graphing) calculator is required for use at exams

Evaluation Criteria:

Graded Components	% of Total	Type
Carmen quizzes	22%	O
Exam 1	26%	N
Exam 2	26%	N
Exam 3	26%	N

(See remaining pages for Details/Due dates)

Requirements for each form of graded component.

Failing to follow these will represent academic misconduct. See below.

Independent Work [N ↑]: Strictly non-collaborative, original individual work. You may discuss this assignment with your instructor only. Discussions with other individuals, either in person or electronically, are strictly prohibited.

Collaboration Required [C #]: An explicit expectation for collaboration among students either in class or outside of class (i.e. group work).

Collaboration Optional [O]: Students are permitted, but not required, to discuss the assignment or ideas with each other. However, all submitted work must be one's original and individual creation.

(See remaining pages for details/due dates)

Academic Conduct:

If a student is suspected of, or reported to have committed, academic misconduct in this course, I am obligated by University Rules to report my suspicions to COAM. If you have questions about the above policy or what constitutes academic misconduct in this course, please contact me. See OSU Prohibited Conduct – [Section 3335-23-04\(A\)](#)



Accounting 2000: Outline of Accounting

Instructor Information:

Name: Marc H. Smith
Office: 348 Fisher Hall
Phone Number: 614-292-8753
Email: fcob-acct-intro@osu.edu
Office Hours: Mondays 2:00 – 3:00 pm; Wednesdays 12:45 – 2:15 pm; and by appointment
(all office hours will be conducted in 348 Fisher Hall)

Required Course Materials:

1. No textbook is required for this course
2. Non-programmable (non-graphing) calculator to be used at exams

Welcome to Accounting 2000: Accounting 2000 is a great introduction to the world of business. In fact, accounting is sometimes referred to as the *language of business*. That's because the very purpose of accounting is to provide meaningful financial information to individuals and institutions that have an interest in business, whether they be investors, creditors or managers. Most Americans today invest in business through the stock market. Intelligent investors seek out financial information on companies to make more informed investment decisions. It is a company's accounting system that creates and provides the information used by investors. Business managers likewise need information produced through accounting in making the day-to-day operational decisions that improve a company's performance and profitability. If you hope to become a successful investor or manager, you will need to understand accounting information to improve your decision-making. In some respects, this class will actually be a "principles of business" class in that it is necessary to understand what a business is and how it operates in order to account for its activities and generate useful financial information. This class will be an important class for anyone who is interested in someday participating in or investing in a business. Welcome to the world of business!

Keys to Success in Accounting 2000: Accounting 2000 is not a class that requires proficiency in higher math. Although accounting and business finance are numbers oriented, the math involved is basic. What is important in a study of accounting and business is the ability to organize and analyze information. Business language and terms are carefully defined and business communication requires the precise and proper use of those terms. An ability to read and communicate with clarity is critical to success in this class.

Because this class is being taken with relatively few classroom lectures and homework is not turned in for credit, a higher level of self-discipline is required in order to successfully complete this course. You cannot afford to get behind. It is strongly recommended that you set up a personal study schedule that specifically earmarks time when you will regularly work on the material for this course. If you do not stay up with the course schedule provided in this syllabus you will not successfully complete this course.



Accounting 2000: Outline of Accounting

Academic integrity: Academic integrity is essential to maintaining an environment that fosters excellence in teaching, research, and other educational and scholarly activities. Thus, The Ohio State University and the Committee on Academic Misconduct (COAM) expect that all students have read and understand the University's Code of Student Conduct, and that all students will complete all academic and scholarly assignments with fairness and honesty. Students must recognize that failure to follow the rules and guidelines established in the University's Code of Student Conduct (<https://trustees.osu.edu/bylaws-and-rules/code>) and in this syllabus may constitute Academic Misconduct (<https://oaa.osu.edu/academic-integrity-and-misconduct>).

The Ohio State University's Code of Student Conduct (Section 3335-23-04) defines academic misconduct as any activity that tends to compromise the academic integrity of the University, or subvert the educational process. Examples of academic misconduct include (but are not limited to) plagiarism, collusion (unauthorized collaboration), copying the work of another student, and possession of unauthorized materials during an examination. Ignorance of the University's Code of Student Conduct is never considered an excuse for academic misconduct, so I recommend that you review the Code of Student Conduct and, specifically, the sections dealing with academic misconduct.

If I suspect that a student has committed academic misconduct in this course, I am obligated by University Rules to report my suspicions to the Committee on Academic Misconduct. If COAM determines that you have violated the University's Code of Student Conduct (i.e., committed academic misconduct), the sanctions for the misconduct could include a failing grade in this course and suspension or dismissal from the University. If you have any questions about the above policy or what constitutes academic misconduct in this course, please contact me.

Accounting 2000 Copyright Policy: Material provided by the instructor through Carmen or any other means may not be re-posted anywhere without the explicit permission of the instructor. Failure to follow this policy constitutes academic misconduct (see above). For further details, please see the university copyright policy.

Disability Services: The University strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including mental health, chronic or temporary medical conditions), please let me know immediately so that we can privately discuss options. To establish reasonable accommodations, I may request that you register with Student Life Disability Services. After registration, make arrangements with me as soon as possible to discuss your accommodations so that they may be implemented in a timely fashion. SLDS contact information: slds@osu.edu; 614-292-3307; slds.osu.edu; 098 Baker Hall, 113 W. 12th Avenue.



Accounting 2000: Outline of Accounting

Accounting 2000 Structure: This course is divided into the following two parts:

- Online video lectures accessed through carmen that introduce the coursework.
- Weekly in-person recitations with the professor where the coursework is discussed and enhanced with new problems (meeting scheduled every Friday). A recording of this class meeting will be posted in carmen each week.

Online Video Lectures: All of the lectures for this course are located in the carmen course site (*click on modules on the left navigation bar, scroll to the topic you wish to view, and then click on lecture materials*). The online lectures present the course material in a video lecture format with synchronized graphic displays, sample problems, and solutions. A student can pause the online lectures at any time to make any notations they feel will help them in future study and reviews. In addition, the online lectures can be viewed as many times as necessary to reinforce the learning of difficult concepts. *There are several problems that are worked during each lecture. You should have these problems in front of you while viewing the lectures. The lecture problems can be found in the carmen course site by scrolling to the topic you wish to view then clicking on lecture materials.*

Additional Learning Resources: The following learning resources are also available. *Both of these resources can be found under 'lecture materials' in carmen.*

1. copies of the power point slides for each online lecture
2. audio-only versions of the online lectures

Optional Class Meetings: Every Friday, the professor will meet with the students registered for the in-class version of this class. The intent of the Friday meetings is to answer any questions, go over any problems the students may have encountered during their work with the online lectures, and provide a review of the material from the online lectures. Students enrolled in the online section of this class are welcome to attend these class meetings. The class meets in Schoenbaum Hall Room 105 every Friday from 9:10 – 10:05 and from 10:20 – 11:15 (both sections cover the same material so students need only attend one meeting). **No class meetings are held during exam weeks.**



Accounting 2000: Outline of Accounting

Recorded Class Meetings: As an alternative to attending class every Friday, students may watch the recorded class meeting posted in the carmen website for each topic. Each recorded class meeting lasts approximately one hour and consists of the professor having discussion and covering a problem related to the topic at hand. The discussion and problem covered in the recorded class meeting is the same discussion and problem covered in the in-class Friday recitations. The class problems covered and the links to the discussions will be posted in carmen every Friday afternoon (click modules then scroll down to the topic you wish to watch).

Tutor Room: There are thirty tutors assigned to work with this course offering free tutoring services each week to assist students in solving problems, answering questions, etc. Students are encouraged to use these services on a regular basis, even identifying one particular tutor who may be best suited to meeting their specific needs. The tutor room is located in Mason Hall Room 220. The tutor schedule is posted in the carmen course site (click on modules on the left navigation bar and then scroll down to the header labeled tutor help sessions).

Homework: There are no formal written homework assignments for this course. However, **practice is essential** to mastering this subject matter. Thus, I have posted practice problems for each topic covered in carmen (click on modules on the left navigation bar and then scroll to the topic being covered and click on homework). *Although these practice assignments will not be submitted or graded, your ultimate success on quizzes and exams will be directly correlated to your ability to understand and do these homework problems on your own.* Because homework solutions and explanations are provided (click on modules on the left navigation bar and then scroll to the topic being covered and click on homework), many students will be tempted to simply refer to the solutions rather than hammering out a problem on their own. This will be a serious mistake. The best learning takes place when students work through problems on their own before resorting to a provided solution. *You must be able to understand and do these homework problems on your own without references to do well on the exams.*



Accounting 2000: Outline of Accounting

Course Assignments:

QUIZZES:

Six (6) quizzes will be given online through the carmen course website during the semester. Each quiz will be worth 32 points. A student should be well prepared for a quiz if they have reviewed the online lectures and have completed the homework problems assigned for those lectures as well as attended the Friday class meeting (or watched the recording of the class meeting posted in carmen).

Each quiz consists of some combination of true/false, matching, multiple choice, and calculated questions, for a total of 32 points per quiz. Only the 5 best out of the 6 possible quiz scores will be used in determining a student's final grade. **No late quizzes will be accepted for any reason (refer to the quiz deadlines noted on the next page of the syllabus).** If you fail to submit a quiz by the posted deadline, then that quiz will become the quiz grade that is dropped for grading purposes.

All quizzes are to be taken online through the course website by clicking on the link labeled 'quizzes' on the left navigation bar and then selecting the specific Quiz #. ***The quizzes are to be treated as open-book quizzes meaning you may use your notes and other reference materials to complete them.*** Additionally, the quizzes are not timed, so you may take as much time as needed to complete each quiz. I encourage you to open the quiz as soon as it becomes available, so you may begin working on the quiz questions.

Students are permitted, in fact encouraged, to work together in completing the quizzes. Working together is defined as multiple students contributing relatively equal amounts of effort in hammering out solutions to quiz problems. **Working together does not include e-mailing the class requesting answers to quizzes or the use of group chats to secure answers to quizzes. The use of e-mail and group chats to obtain answers to quizzes is considered academic misconduct and will be treated as such.** Students are strongly encouraged to avoid these sorts of things in completing the quizzes for this class.

You may open and close the quizzes in carmen as many times as you want. **You should be working on the quizzes weekly, completing those questions that pertain to the topics covered that week.** However, students are only able to submit the quiz once. Thus, please do not submit the quiz until you have answered all questions and are ready to turn in your answers for grading. ***You may submit the quizzes as early as you wish but not later than 10:00 pm on the dates noted on the next page of the syllabus.*** Your quiz grade will be viewable after the deadline for the quiz. As such, if you submit your quiz early you will not see your grade until after 10:00 pm on the due date.



Accounting 2000: Outline of Accounting

QUIZZES (continued):

The solutions to the quizzes with accompanying explanations on how to solve the problems will be posted in carmen after the deadline for each quiz. The quiz solutions can be accessed by clicking on modules on the left navigation bar and then scrolling down to the header labeled quiz solutions. You should find these detailed solutions beneficial in preparing for exams.

Quiz Schedule and Coverage:

Quiz #1: Available from January 9 – January 22; <i>due January 22 by 10:00 pm eastern time</i> Covers introduction and financial statements
Quiz #2: Available from January 22 – February 5; <i>due February 5 by 10:00 pm eastern time</i> Covers transaction analysis and adjusting & closing process
Quiz #3: Available from February 8 – February 26; <i>due February 26 by 10:00 pm eastern time</i> Covers property-plant-equipment and statement of cash flows
Quiz #4: Available from February 26 – March 5; <i>due March 5 by 10:00 pm eastern time</i> Covers current assets
Quiz #5: Available from March 20 – April 2; <i>due April 2 by 10:00 pm eastern time</i> Covers time value of money and cost behaviors & cvp analysis
Quiz #6: Available from April 2 – April 16; <i>due April 16 by 10:00 pm eastern time</i> Covers job order costing and budgeting



Accounting 2000: Outline of Accounting

EXAMS:

Three in-person, closed-book (i.e., no notes, formula cards, cheat sheets, etc. allowed) exams will be given throughout the semester as noted below. **All three exams will begin at 7:15 pm. Please attempt to arrive at the exams approximately five to ten minutes early so that we may find you a seat and have everyone ready to begin the exam on time.** Each exam will last for 1 hour 45 minutes and thus each exam will end at 9:00 pm. The exam dates and times are part of the course registration so there should be no conflicts.

You must bring some form of picture identification and a non-programmable calculator to each examination. Additionally, you must take the exam in the room that you are assigned. Failure to take the exam in the proper room location will result in a 40-point reduction in your exam score. Exam room assignments will be posted in the carmen website one week prior to the exam. Students may not use cell phones or other electronic devices during exams. During exams, students are required to remove and store Apple watches, Fitbits, and other electronic devices. The exams are not comprehensive and will cover only the materials indicated in the box at the bottom of this page. If you miss an examination for a valid reason (i.e., sickness, death in family) and provide sufficient documentation to support your situation, you will receive an excused absence. The final grade for those students receiving an excused absence will be determined by the method the instructor assigns at the time the absence is judged excused. If you receive an excused absence from the third exam, you will receive an incomplete grade until you complete a make-up exam. All makeup third exams will be given once spring semester begins. If you miss any examination without receiving an excused absence, your score for that examination will be zero.

Exam booklets and answer sheets are not returned to students. However, students are able to view their exam booklets and answer sheets in the tutor room for the approximate two to three weeks following the grading of an exam until the next exam is administered. Students may re-work exam problems, but only on the exam booklet itself or on the specific yellow paper provided by the tutors. Additionally, all electronic devices (i.e., cell phones, laptops) must be turned off and put away while reviewing exam materials. Before leaving the tutor room, students must return all exam booklets, answer sheets and any yellow paper used to re-work problems to the tutors. Failure to comply by these rules or return all of these items constitutes academic misconduct (rule #3335-23-04) and will be handled according to university regulations as well as resulting in a score of zero being assigned to the exam in question.

Exam Schedule and Coverage:

Exam #1:	Scheduled for Wednesday, February 8 from 7:15 – 9:00 pm Covers introduction, financial statements, transaction analysis, and adjusting & closing process
Exam #2:	Scheduled for Wednesday, March 8 from 7:15 – 9:00 pm Covers property-plant-equipment, statement of cash flows, and current assets
Exam #3:	Scheduled for Wednesday, April 19 from 7:15 – 9:00 pm Covers time value of money, cost behaviors & cvp analysis, job order costing, and budgeting

Accounting 2000: Outline of Accounting

Exam Preparation: In order to perform well on exams, a student must not only have a solid understanding of the course material but must also be able to apply that understanding to actual problems. The best evidence of a student's adequate preparation for the exams is their ability to do the assigned homework problems on their own without assistance. Students must understand how to do the problems and the reasoning behind the solutions. One week before each exam, a sample exam with solutions will be posted in carmen. These sample exams will provide students with an opportunity to experience typical exam questions in a multiple-choice format.

Grading and Evaluation: Graded assignments may come in three forms, and students should note the expectations for each in the descriptions of our class assignments below.

- **Independent Work (↑):** Strictly non-collaborative, original-individual work. You may discuss this assignment only with your instructor. Discussions with other individuals, either in person or electronically, are strictly prohibited.
- **Collaboration Required (↑↑):** An explicit expectation for collaboration among students either in-class or outside (i.e. group work).
- **Optional-Collaboration (↑↑↑):** Students are permitted, but not required, to discuss the assignment or ideas with each other. However, all submitted work must be one's original and individual creation.

Assignment Name	Points	Assignment Type
Exam #1 (<i>Wednesday, February 8 from 7:15 – 9:00 pm</i>)	180	↑
Exam #2 (<i>Wednesday, March 8 from 7:15 – 9:00 pm</i>)	180	↑
Exam #3 (<i>Wednesday, April 19 from 7:15 – 9:00 pm</i>)	180	↑
Carmen Quizzes (count best 5 of 6; worth 32 points each)	160	↑↑↑
TOTAL COURSE POINTS	700	

Each exam will have 190 points available. Thus, students may earn up to ten extra credit points on each test. If a student gets every question correct on an exam, their score on that test would be 190 out of 180. A comprehensive final exam will not be given in this class.

Accounting 2000: Outline of Accounting

Grading Scale: The final grades in the class will be assigned based on the overall performance of the class. Thus, a curve may be applied to the final grades. **The grading scale below represents cutoffs for final course grades *assuming there is no curve applied to the grades*.** For example, a student who earns 580 points (82%) in the course is guaranteed to receive a grade of B-. However, that student's final letter grade may be higher if a curve is applied to the grades.

Cutoffs for final grades assuming no curve is applied:

Letter	A	A-	B+	B	B-	C+	C	C-	D+	D	E
Point	700	651	630	609	581	560	539	511	490	469	420
Range		-	-	-	-	-	-	-	-	-	-
											0

Class Schedule:

DATE	TOPIC	PRACTICE ASSIGNMENTS
January 13	Introduction to course – Watch course intro video posted in carmen NO FORMAL CLASS MEETING HELD THIS DAY	
Jan 14 – Jan 19	Introduction – all modules Financial Statements – all modules	Work problems posted in carmen
January 20	Class recitation – discuss financial statements Attend Friday class meeting or watch recording posted in carmen	
January 22	Quiz #1 – deadline 10:00 pm Covers introduction & financial statements	
Jan 21 – Jan 26	Transaction Analysis – all modules	Work problems posted in carmen
January 27	Class recitation – discuss transaction analysis Attend Friday class meeting or watch recording posted in carmen	
Jan 28 – Feb 2	Adjusting & Closing Process – all modules	Work problems posted in carmen
February 3	Class recitation – discuss adjusting & closing process Attend Friday class meeting or watch recording posted in carmen	

continued on the next page

Accounting 2000: Outline of Accounting

Class Schedule (continued):

DATE	TOPIC	PRACTICE ASSIGNMENTS
February 5	Quiz #2 – deadline 10:00 pm Covers transaction analysis & adjusting–closing process	
Feb 4 – Feb 7	Prepare for exam I (sample exam posted in carmen)	
February 8	Exam I – 7:15 – 9:00 pm – location TBA	
February 10	Class recitation cancelled – Exam Week	
Feb 9 – Feb 16	Property-Plant-Equipment – all modules	Work problems posted in carmen
February 17	Class recitation – discuss property-plant-equipment Attend Friday class meeting or watch recording posted in carmen	
Feb 18 – Feb 23	Statement of Cash Flows – all modules	Work problems posted in carmen
February 24	Class recitation – discuss statement of cash flows Attend Friday class meeting or watch recording posted in carmen	
February 26	Quiz #3 – deadline 10:00 pm Covers p-p-e & statement of cash flows	
Feb 25 – Mar 2	Current Assets – all modules	Work problems posted in carmen
March 3	Class recitation – discuss current assets Attend Friday class meeting or watch recording posted in carmen	
March 5	Quiz #4 – deadline 10:00 pm Covers current assets	
Mar 4 – Mar 7	Prepare for exam II (sample exam posted in carmen)	
March 8	Exam II – 7:15 – 9:00 pm – location TBA	
March 10	Class recitation cancelled – Exam Week	

continued on the next page

Accounting 2000: Outline of Accounting

Class Schedule (continued):

DATE	TOPIC	PRACTICE ASSIGNMENTS
Mar 13 – Mar 17	University Closed – Spring Break Week	
Mar 18 – Mar 23	Time Value of Money – all modules	Work problems posted in carmen
March 24	Class recitation – discuss time value of money Attend Friday class meeting or watch recording posted in carmen	
Mar 25 – Mar 30	Cost Behaviors & Cost-Volume-Profit Analysis – all modules	Work problems posted in carmen
March 31	Class recitation – discuss cost behaviors & cvp analysis Attend Friday class meeting or watch recording posted in carmen	
April 2	Quiz #5 – deadline 10:00 pm Covers time value of money & cost behaviors-cvp analysis	
Apr 1 – Apr 6	Job Order Costing – all modules	Work problems posted in carmen
April 7	Class recitation – discuss job order costing Attend Friday class meeting or watch recording posted in carmen	
Apr 8 – Apr 13	Budgeting – all modules	Work problems posted in carmen
April 14	Class recitation – discuss budgeting Attend Friday class meeting or watch recording posted in carmen	
April 16	Quiz #6 – deadline 10:00 pm Covers job order costing & budgeting	
Apr 15 – Apr 18	Prepare for exam III (sample exam posted in carmen)	
April 19	Exam III – 7:15 – 9:00 pm – location TBA	