



SYLLABUS

ACCTMIS 3400

Tax Accounting I

Autumn 2022 (full term)

11:10 and 2:20 on M/W

3 credit hours

Denney Hall 060

COURSE OVERVIEW

Instructor

Instructor: Laura Feustel, PhD, MBA, CPA

Email address: feustel.10@osu.edu (preferred contact method)

Phone number: 614-688-3773

Office hours: 8:00-9:00 on Mondays and Wednesdays and 4:00-4:30 on Mondays in my office (Fisher 458) (until November) or by appointment (most likely 1 on 1 Zoom calls)

Prerequisites

A grade of B or above in ACCTMIS 2300H **OR** ACCTMIS 3200 and BUSMHR 2292

Course description

This course is a required course for all accounting majors. It focuses on developing an understanding of the fundamentals of the federal income tax, and how it influences taxpayer decisions. Emphasis is on the individuals and businesses organized as proprietorships, but rules generally applicable to all taxpayers are covered. The end of the course will touch on C-Corps, S-Corps, and Partnerships.

Course learning outcomes

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

- Articulate the underlying concepts of the federal income tax system as it applies to individuals and businesses.
- Use the individual tax formula to arrive at AGI and compute taxable income and tax liability for individuals.
- Understand the tax implications of operating a partnership, S-Corp, and C-Corp.
- Solve unstructured tax problems.

Learning Objective	Assessment
Articulate the underlying concepts of the federal income tax system as it applies to individuals and businesses.	Tax Return Project, Homework, and Other Technical Tax Activities (T Assignments and In-Class Activities)
Use the individual tax formula to arrive at AGI and compute taxable income and tax liability.	Tax Return Project, Homework, and Other Technical Tax Activities
Understand the tax implications of operating a partnership, S-Corp, and C-Corp.	Tax Return Project, Homework, and Other Technical Tax Activities
Solve unstructured tax problems.	Technical Tax Activities

HOW THIS COURSE WORKS

Method of instruction: All class sessions will be in-person on Mondays and Wednesdays for the first 10 weeks of class (through November 2). The rest of the course will be on-line with both synchronous and asynchronous components. Mondays will be asynchronous and Wednesdays will be synchronous. Class sessions will be primarily application based. You will watch lecture videos before class that cover the lecture based material. Because of the complexity and volume of the material covered, it is **imperative** that you have **read the assigned chapter prior** to class on the date indicated on the class schedule. To help you in this endeavor, you will do the SmartBook activities and a short homework assignment in Connect prior to class sessions covering that chapter. I suggest first watching the lecture videos, then completing SmartBook, then completing the homework.

Credit hours and work expectations: This is a **3-credit-hour course**. According to Ohio State policy (go.osu.edu/credithours), students should expect around 3 hours per week of time spent on direct instruction (instructor content and Carmen activities, for example) in addition to 6 hours of homework (reading and assignment preparation, for example) to receive a grade of (C) average. Keep in mind this is a general expectation, and the quality of time (undistracted, focused effort) is much more indicative of your likely performance than mere quantity of time.

Attendance and participation requirements: The following is a summary of students' expected participation:

- **Course attendance: REQUIRED**

You are expected to attend class. Attendance will be taken, and students who habitually miss class will not receive the same course curve as those who regularly attend (if a curve is needed). You may miss two sessions without penalty. If you have an extenuating circumstance or conflict, please communicate that to me as soon as you become aware of it and we can make alternative attendance arrangements.

- **Participation: REQUIRED**

All students must engage in appropriate professional behavior. A student that behaves professionally is one who is amicable and courteous in their dealings with professors, other students, the teaching assistant for the course, and staff in and out of class. In short, "professionalism" means that you treat others as you would want to be treated. Texting and using electronic devices during class (other than computers for course-related work) and other behaviors that affect your classmates' ability to attend to classroom activities are not professional behaviors. **All cell phones must be silenced and out-of-sight during class.** If you are using a computer, you should have nothing open other than what is relevant to class that day. If this becomes a problem, I reserve the right to ban laptops from the class. If you feel you cannot act professionally please allow others the opportunity to maximize their learning and sit in the back of the class where your screen is not visible. As a reminder, the classroom is a two-way communication channel. You can see me, and I can also see you. It may appear that I do not notice laughing, texting, etc., but I do and it is extremely distracting. I really appreciate you engaging in professional behavior as will your future employers. Students are also expected to be prepared and engaged in classroom activities. My assumption is that most (if not all) of you have had little exposure to income taxes. Therefore, my expectation is not that everyone always answers correctly, but that everyone is willing to be an active participant in order to gain some new knowledge and learn some new skills.

- **Office hours: OPTIONAL**

I highly recommend setting up office hour appointments. I enjoy getting to chat with students one on one about the material (and accounting in general), and I want you to succeed. If at any point in the course you are struggling, please reach out. However, these are optional.

COURSE MATERIALS AND TECHNOLOGIES

Textbooks

Required

- McGraw-Hill's Taxation of Individuals and Business Entities 2023 Edition (14th Edition)
ISBN(looseleaf): 9781265610661
ISBN(bound): 9781265790295

Keep in mind that ISBN will vary by product type (i.e., looseleaf, ebook, hard copy). I do not care what type you get, but it does have to be the 14th edition because rates, tax tables, etc. change every year.

You will need Connect access. There are several options to purchase this in combination with the book or separately. Instructions about how to register for Connect are posted on Carmen under the Resources module. If you are unsure about what to purchase, please reach out before spending a bunch of money. The hard copy book is very expensive, but there are cheaper alternatives.

Course technology

Technology support

For help with your password, university email, Carmen, or any other technology issues, questions, or requests, contact the Ohio State IT Service Desk. Standard support hours are available at ocio.osu.edu/help/hours, and support for urgent issues is available 24/7.

- **Self-Service and Chat support:** ocio.osu.edu/help
- **Phone:** 614-688-4357(HELP)
- **Email:** servicedesk@osu.edu
- **TDD:** 614-688-8743

Technology skills needed for this course

- Basic computer and web-browsing skills
- Navigating Carmen (go.osu.edu/canvasstudent)
- Ability to use McGraw-Hill's Connect software

Required equipment

- Computer: current Mac (MacOs) or PC (Windows 10) with high-speed internet connection
- Other: a mobile device (smartphone or tablet) to use for BuckeyePass authentication

Required software

- Microsoft Office 365: All Ohio State students are now eligible for free Microsoft Office 365. Full instructions for downloading and installation can be found at go.osu.edu/office365help.

Carmen access

You will need to use BuckeyePass (buckeyepass.osu.edu) multi-factor authentication to access your courses in Carmen. To ensure that you are able to connect to Carmen at all times, it is recommended that you take the following steps:

- Register multiple devices in case something happens to your primary device. Visit the BuckeyePass - Adding a Device help article for step-by-step instructions (go.osu.edu/add-device).
- Request passcodes to keep as a backup authentication option. When you see the Duo login screen on your computer, click **Enter a Passcode** and then click the **Text me new codes** button that appears. This will text you ten passcodes good for 365 days that can each be used once.
- Download the Duo Mobile application (go.osu.edu/install-duo) to all of your registered devices for the ability to generate one-time codes in the event that you lose cell, data, or Wi-Fi service

If none of these options will meet the needs of your situation, you can contact the IT Service Desk at 614-688-4357(HELP) and IT support staff will work out a solution with you.

GRADING AND FACULTY RESPONSE

How your grade is calculated

ASSIGNMENT CATEGORY	POINTS
SmartBook Activities (10 @ 3 pts each)	30
Homework (10 @ 7 pts each)	70
T-Assignments (10 @ 15 pts each)	150
Exams (3 @ 50 pts each)	150
Tax Form Project	40
In-Class Work	40
Total	480

See course schedule for due dates.

Descriptions of major course assignments

Readings and Homework Assignments: The order in which the chapters of the text will be covered is indicated on the accompanying assignment schedule. The expectation is that the reading assignments and pre-class assignments are completed before the class session that covers the topic. Any additional class information such as PowerPoint slides or other materials (if any) will be posted on Carmen.

SmartBook Assignments (pre-class assignments)

Individual red assignment – open book

- SmartBook modules test your knowledge of chapter material. Students seem to find SmartBook useful for learning and reviewing material. It makes sense to complete this after you do the assigned reading for the chapter. You may read and complete the SmartBook assignment at the same time as well as it should highlight the most important concepts and may help you focus your reading.
- Your work must be submitted on Connect *by 11:59pm* on the due date. Work submitted after the deadline will not be accepted, but I highly suggest completing this regardless of whether you earn credit or not as it is a great review of the material.
- For this type of assignment, you will keep getting applicable questions until it is completed satisfactorily. There is no check my work button, but you will continue to

receive questions until you earn full credit. These assignments are individual red, which means you should complete them without assistance from classmates.

- As indicated in the point detail list above, these assignments in total account for 30 points of your total (3 pts each).
- Two SmartBook assignments can be dropped from your total score.

Homework Assignments (pre-class assignments)

Individual green assignments – open book

- Homework assignments are problems from the book that deal with important learning points from the reading material. You will complete these on the Connect website.
- Your work must be submitted on Connect *by 11:59pm* on the due date. Work submitted after the deadline will not be accepted.
- While you are working on these problems in Connect you will be able to check your work before you submit your final answers. These assignments are individual green assignments, so collaboration among classmates is acceptable. This does not mean divide and conquer, it means talk to each other to help figure out the problems.
- As indicated in the point detail list above, these assignments in total account for 84 points of your total (7 pts each).
- Two homework assignments can be dropped from your total score.

Technical Tax Assignments (T-Assignments)

Individual assignments, but you may discuss with classmates until you sit down at the computer to enter your own answers. Essentially this means you can discuss conceptual questions that you may have, but arriving at the numerical answer should be an individual effort. Each person must submit his or her own answer(s). You must do this without any input from anyone.

- These assignments are designed to be comprehensive problem over a particular chapter (or chapters). Most of the time, these assignments have tax forms as a requirement.
- The due dates for all T-assignments are indicated in the accompanying assignment schedule.
- T-assignments will generally be submitted through the Connect web site. I will let you know in advance for exceptions to this general rule (there will definitely be some). Those exceptions will be submitted through Carmen.
- T-assignments must be submitted *before* 11:59 p.m. on the due date.
- There are 10 T-Assignments which are graded based on accuracy.
- One T-assignments can be dropped from your total score. T-Assignment #9 CANNOT be one of your drops.
- As indicated in the point detail list above, these assignments in total account for 150 points of your total (15 pts each).

- Solutions to the T assignments (and in-class cases) will be posted on Carmen for your review after we cover the topics for the assigned material in class. You will also be able to get feedback from Connect on the assignments submitted through Connect.

In-Class Cases: We will complete many in-class problems/cases/activities during the semester. These may come from the textbook or may be posted on Carmen before class. Please be prepared to access these files from your device during class when instructed to do so. You will be called upon during class to provide answers so you need to stay on task while we work on these. In addition, each day you will upload your completed work to Carmen for points (at least 20 days – so 2 pts per day).

Examinations: Exams are individual red assignments. Exams will assess a student's ability to apply tax laws and rules to a set of given facts and circumstances. The exams may include true/false, short answer, multiple choice, conceptual questions, and work-out problems. Exams will be open book/note. Since time tends to always be a factor for tax exams, students should organize materials in a manner that makes things easy to find. It is recommended that you create notes/Excel spreadsheets/etc. while studying each chapter and doing homework, rather than waiting until the last minute. Texting a friend or classmate via iMessage, etc. on your device is not an acceptable form of communication during an exam. Also, our desks are not large in this classroom so plan accordingly.

If you miss the exam for a university-excused absence (e.g., sickness, death in immediate family) and provide sufficient documentation to support your situation, you will receive an excused absence. Absences for any reason not listed above **must be approved by me in advance, in writing, in order to be treated as an excused absence.** (Vacations or leaving town at the end of the semester do not constitute a valid reason for missing an exam, and you must take the exams on the dates/times noted on the syllabus). Those students receiving an excused absence will be given a make-up exam. The make-up exam will be scheduled within one week of the original exam date. Make-up exams are often different than the exams given during the normally scheduled time and may be more difficult than the original exam. If you receive an excused absence from the final examination, you will receive an incomplete grade until you complete a make-up exam. Unexcused absences from exams will result in a grade of zero.

Tax Form Project: This is a group red assignment. The project is due as noted on the assignment schedule. It is designed to give you the opportunity to apply your taxation knowledge via the preparation of tax forms. **The use of tax return software is not permitted on this project.** More information will be provided in class about the assignment. **Projects are due in several installments. See Carmen for due dates. LATE PROJECTS WILL NOT BE ACCEPTED.**

Student collaboration on assignments

Collaboration: On rare occasions in the past, some students have collaborated on assignments in a way that was different from what was intended. Most of these issues were due to a lack of understanding by students about when it was appropriate to seek, and share, information about assignments and quizzes. To help eliminate any misunderstanding, I will use a color code of red and green as shown in the table below. You should note that these codes have a similar, but slightly different, application to both group and individual assignments and quizzes.

You should assume that the default condition is individual red unless you have specific instructions from me that a different condition applies. Remember that in cases where a code different than red is to be used, you will get this information directly from me (not a friend or classmate) through an email, an announcement on Carmen, or an announcement in class. Please follow the guidelines in the table below as you turn in each class assignment. Note that the default on any assignment is **INDIVIDUAL RED**.

		Who should turn the assignment in?	
		<i>Individual</i>	<i>Group</i>
Who can I share information with on the assignment?	Red	You may not discuss this assignment with anyone else, and you must prepare and submit your own solution to the assignment.	Your group may not discuss this assignment with anyone outside of the group, and the group must prepare and submit its own solution to the assignment.
	Green	You may discuss this assignment with other students taking my course, but you must prepare and submit your own solution to the assignment.	Your group may discuss this assignment with other students taking my course, but the group must prepare and submit its own solution to the assignment.

Grading scale

93–100: A
 90–92.9: A-
 87–89.9: B+
 83–86.9: B
 80–82.9: B-
 77–79.9: C+
 73–76.9: C
 70–72.9: C-
 67–69.9: D+
 60–66.9: D
 Below 60: E

Instructor feedback and response time

I am providing the following list to give you an idea of my intended availability throughout the course. (Remember that you can call **614-688-4357(HELP)** at any time if you have a technical problem.)

- **Grading and feedback:** For normal assignments, you can generally expect feedback within **7 days**. I always appreciated timely feedback when I was a student and I try to extend that to my students as well. If you are ever feeling like feedback or grading is taking too long, please email me and let me know.
- **Email:** I will reply to emails within **24 hours on days when class is in session at the university**. If you do not hear from me within these guidelines, I probably just missed it or thought I replied. Please email again – I do not purposefully ignore any emails. Also, please use my OSU email instead of emailing through Carmen. There is a lag sometimes in the Carmen email system.

OTHER COURSE POLICIES

Academic integrity policy

See **Descriptions of major course assignments**, above, for my specific guidelines about collaboration in the context of this online class.

Ohio State's academic integrity policy

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* (studentconduct.osu.edu), 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* and this syllabus may constitute "Academic 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. **To be clear, unless specifically instructed otherwise, you are expected to do your work independently.**

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.

Furthermore, I will adhere to the highest standards of academic integrity as well, **so do not ask me to change (or expect me to change) your final grade, or to bend or break rules for one person that will not apply to everyone.**

Other sources of information on academic misconduct (integrity) to which you can refer include:

- Committee on Academic Misconduct web page (go.osu.edu/coam)
- Ten Suggestions for Preserving Academic Integrity (go.osu.edu/ten-suggestions)
- Eight Cardinal Rules of Academic Integrity (go.osu.edu/cardinal-rules)

Copyright for instructional materials

The materials used in connection with this course may be subject to copyright protection and are only for the use of students officially enrolled in the course for the educational purposes

associated with the course. Copyright law must be considered before copying, retaining, or disseminating materials outside of the course.

Harassment, Discrimination, & Sexual Misconduct Free Environment:

The Ohio State University is committed to building and maintaining a community to reflect diversity and to improve opportunities for all. All Buckeyes have the right to be free from harassment, discrimination, and sexual misconduct. Ohio State does not discriminate on the basis of age, ancestry, color, disability, ethnicity, gender, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, pregnancy (childbirth, false pregnancy, termination of pregnancy, or recovery therefrom), race, religion, sex, sexual orientation, or protected veteran status, or any other bases under the law, in its activities, academic programs, admission, and employment. Members of the university community also have the right to be free from all forms of sexual misconduct: sexual harassment, sexual assault, relationship violence, stalking, and sexual exploitation.

To report harassment, discrimination, sexual misconduct, or retaliation and/or seek confidential and non-confidential resources and supportive measures, contact the Office of Institutional Equity:

1. Online reporting form at equity.osu.edu,
2. Call 614-247-5838 or TTY 614-688-8605,
3. Or email equity@osu.edu

The university is committed to stopping sexual misconduct, preventing its recurrence, eliminating any hostile environment, and remedying its discriminatory effects. All university employees have reporting responsibilities to the Office of Institutional Equity to ensure the university can take appropriate action:

- ▶ All university employees, except those exempted by legal privilege of confidentiality or expressly identified as a confidential reporter, have an obligation to report incidents of sexual assault immediately.
- ▶ The following employees have an obligation to report all other forms of sexual misconduct as soon as practicable but at most within five workdays of becoming aware of such information: 1. Any human resource professional (HRP); 2. Anyone who supervises faculty, staff, students, or volunteers; 3. Chair/director; and 4. Faculty member.

Commitment to a diverse and inclusive learning environment

The Ohio State University affirms the importance and value of diversity in the student body. Our programs and curricula reflect our multicultural society and global economy and seek to provide opportunities for students to learn more about persons who are different from them. We are committed to maintaining a community that recognizes and values the inherent worth and dignity of every person; fosters sensitivity, understanding, and mutual respect among each

member of our community; and encourages each individual to strive to reach his or her own potential. Discrimination against any individual based upon protected status, which is defined as age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status, is prohibited.

Your mental health

As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce a student's ability to participate in daily activities. No matter where you are engaged in distance learning, The Ohio State University's Student Life Counseling and Consultation Service (CCS) is here to support you. If you find yourself feeling isolated, anxious or overwhelmed, on-demand resources are available at go.osu.edu/ccsondemand. You can reach an on-call counselor when CCS is closed at 614-292-5766, and 24-hour emergency help is also available through the 24/7 National Prevention Hotline at 1-800-273-TALK or at suicidepreventionlifeline.org. The Ohio State Wellness app is also a great resource available at go.osu.edu/wellnessapp.

Health and safety requirements

All students, faculty and staff are required to comply with and stay up to date on all university safety and health guidance (<https://safeandhealthy.osu.edu>), which includes wearing a face mask in any indoor space on campus. Non-compliance will be warned first and disciplinary actions will be taken for repeated offenses.

ACCESSIBILITY ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES

Requesting accommodations

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; 098 Baker Hall, 113 W. 12th Avenue.

Accessibility of course technology

This course requires use of CarmenCanvas (Ohio State's learning management system) and other online communication and multimedia tools. If you need additional services to use these technologies, please request accommodations from me.

- Canvas accessibility (go.osu.edu/canvas-accessibility)

COURSE SCHEDULE

The accompanying assignment schedule is a guideline of what will be covered in class each day as well as the due dates for assignments and exam dates. Please note that dates and assignments may be altered (particularly with respect to T-assignments/homework) as deemed necessary; so you should attend class and monitor posted schedule changes closely. The Excel schedule and what you see in Carmen should match at all times. If you see a discrepancy please notify me immediately so I can rectify the situation.