



Lake Sumter
State College

Lake Sumter State College · Business and Technologies · Strategic
Leadership

Accounting for Managers ACG-3024

Spring Full Term 2024 CRN 20358 3 Credits 01/08/2024 to 04/27/2024 Modified 12/26/2023

Class days, Location, Time

COURSE INFO

Instructional Method: Traditional Online

Start and End Dates: Monday, January 08, 2024 to Saturday, April 27, 2024

CLASS DETAIL

Lead Instructor: Clark, Jacquell

Class Location: Online (Textbooks: Leesburg Bookstore)

Virtual Office Hours: Monday through Thursday, 3:00 p.m. until 6:00 p.m.

Course Description

This course is designed to enable the student to understand and apply the fundamental concepts and procedures of both financial and management accounting. Topics include basic accounting terminology, financial statement analysis and interpretation, internal control, ethical issues in accounting, cost behavior and cost volume profit analysis, budgeting, and the use of accounting data in making informed, ethical decisions.

Requisites

Prerequisite or Co-requisite: MAN 3240 (if prerequisite, C or higher)

Course Objectives

Objectives are defined as what the course will do and/or what the students will do as part of the course.

By the end of this course, students will have gained knowledge and competency to do the following: 1) understand the importance and usefulness of accounting information to both internal and external users; 2) understand how various transactions affect reported financial results; 3) understand and communicate using basic accounting terminology; 4) demonstrate understanding of cost behavior and apply that understanding to perform cost-volume-profit analyses; 5) understand budgeting basics and how budgets are used to evaluate performance; and 6) evaluate costing methods used for business decisions.

Student Learning Outcomes

The following outcomes will be assessed in this course. An "outcome" is defined as something students take with them beyond this course. After successful completion of this course, the student will:

BAS2034.1 - Analyze business transactions to determine their effect on the business's financial statements.

BAS2034.2 – Professionally communicate using appropriate terminology.

BAS2034.3 – Demonstrate an understanding of CVP and cost behavior concepts.

BAS2034.4 – Demonstrate an understanding of costing methods used for business decisions.

Welcome to the BAS in Strategic Leadership courses. All courses are part of the larger "whole" that make up this unique program. Please review the following three links that demonstrate the importance of the "big picture" and our goal to get you to the finish line to becoming a STRATEGIC LEADER.

Attached are:

1) [Program Learning Outcomes](#) (get_file?file_id=9).

2) [The BAS SL "T-Shaped Curriculum"](#) (get_file?file_id=6).

3) [The BAS SL Program Flowchart](#) (get_file?file_id=9).

Textbooks & Other Course Materials

Click the link below for information about your course textbook:

You will need the campus location, and either your XID or the class information (ex. Spring 2022, ENC 1101, CRN 10111) to find the textbook for your class.

<https://www.lssc.edu/current-students/bookstore/> (<https://www.lssc.edu/current-students/bookstore/>).

Textbook Required is Financial and Managerial Accounting with CNow access and e-text

Be sure to purchase the CNow lab to go with the text. We are using the 16th edition of Finance and Managerial Accounting by Warren, Jones, and Taylor. 2023. ISBN # 978-035-771-4065. You will need the Cengage software and a textbook (e-text will be sufficient). You will also need a calculator (a financial calculator is strongly suggested).

When purchasing your materials, you will have Cengage Unlimited available to you. This is a product where you can buy a Cengage bundle for several months now and have access to all Cengage products in the future, depending on the number of months you purchase. This may be a good deal for you, since

your Fin 3400 text is also a Cengage product that utilizes the Cengage MindTap software.

Technology Requirements

This course includes an online homework and assessment manager called CNOW. Cengage CNOW is a teaching and learning platform that is proven to deliver better results for students. It empowers students by continually adapting to deliver precisely what you need, when you need it and how you need it, so your instructional time is more engaging and effective.

When accessing Canvas and Cengage CNOW it is important to have good internet connectivity and the proper browser. CNOW is best used with Google Chrome and will automatically communicate with Canvas. This means all your work in Cengage will automatically download into Canvas for scorekeeping. Canvas is your main system; Cengage CNOW is an auxiliary system where you will do your homework and take chapter quizzes.

This course also includes recorded instructor videos using Kaltura Express Capture for each lesson plan. These videos can be found in the Media Gallery or in the chapter modules.

Students may be required to use word processing and Excel in addition to Cengage CNOW and Canvas. Computers and software are available on all Lake-Sumter campuses in the libraries and the learning centers for student use. Therefore, lack of home computer access is not an acceptable reason for missing class deadlines. To ensure consistency for students, the APA 7th edition is required for all research papers.

Canvas provides technical support. If you are having problems with Canvas, you can call the Canvas Support Hotline at 1-844-803-6622. Or in Canvas, look for the Help tab and click on it. The tab should be on the left-hand side of the screen. You will be given guides that might help resolve your problem. Also, you can do a live chat with a Canvas support person who can help you solve your issue.

If you need technical support for the Cengage software, they can be reached at 800-354-9706.

It is the student's responsibility to have an alternative plan if their main computer system fails or encounters technical issues that prevent the completion of required assignments by the specified due date (i.e., complete work on-site at a campus library or learning center, have a secondary computer available, etc.).

Computer hardware, software, and/or printer problems are not acceptable excuses for incomplete or late assignments.

Methods of Evaluation

Students are evaluated on a point system where points are earned through the completion of the following: discussions, possible essays, homework assignments, quizzes, extra credit, and exams.

Your grade in this course will be determined based on the percentage of total points earned. Each assignment is assigned a point value. The assignments in the course include homework and quiz sessions in Cengage CNOW, and discussions, possible essays, homework, extra credit, and exams in Canvas.

Criteria

The grading scale for this course is 90-100% = A; 80-89% = B; 70-79% = C; 60 - 69% = D; and 59% and below = F.

Type	Weight	Topic	Notes
Adaptive Study Plan	Not Graded for Points	Lab Work	All chapters have an Adaptive Study Plan to give you a flavor of the materials covered in the chapter. This is an ungraded assignment. You have unlimited attempts and unlimited time to answer the questions (up until the due date, which is usually 11:55 p.m. on Sundays unless otherwise stated), and you will find completing the exercise extremely helpful for your studying efforts.
Cengage Class Prep Assignments	Different Point Values	Lab Work	These are various questions and calculations covering the most important points in the chapter. Your attempts and time (until the due date of 11:55 p.m. on Sunday, unless otherwise stated) at solving the designated items are unlimited, and you can save and return later to resume your work. There are points assigned to this work, and the Cengage system will record the best score attained by the due date. There is plenty of help available while doing these assignments.
Homework Assignments in Cengage	Different Point Values	Lab Work	With respect to Cengage chapter homework, you are allowed three attempts to get the correct answer per question. You have unlimited time (until the due date, which is usually 11:55 p.m. on Sundays, unless otherwise stated). You will be able to check your work twice before getting to the final attempt.
Quizzes Assigned in Cengage	20 points each	Lab Work	All quizzes assigned in Cengage are due on Sunday at 11:55 p.m., unless otherwise noted. No late quiz is accepted for credit. Quizzes are expected to be completed in one session and have a 45-minute time limit. You are allowed two attempts to take the quiz. At the end of the quiz, you will be given only your score. You may review the results of the actual quiz questions any time after the due date. The highest quiz score will be recorded.
Canvas Assignments	Different Point Values	Canvas Work	All assignments in Canvas, including the extra credit and discussions, are due on Sunday at 11:55 p.m., unless otherwise noted. No late Canvas assignment is accepted for credit. These assignments will be graded by the instructor according to the assigned rubric, and feedback will be given no later than the week after the due date.

Type	Weight	Topic	Notes
Canvas Exams	100 Points Each	Canvas Work	Canvas exams will be available over a five-day period and will be due on Sunday at 11:55 p.m., unless otherwise noted. No late exam is accepted for credit. The exams are expected to be completed in one session, and you have a 75-minute time limit. At the end of the exam, you will be given only your score and shown your incorrect answers. You may review the results of the actual exam questions with correct answers any time after the due date.
E-Portfolio	10 Points	Canvas Work	Students are expected to create an e-portfolio. In addition to creating the portfolio, they are expected to select assignments from the coursework and submit them as artifacts to the portfolio. These points are to ensure an artifact is selected and submitted.

Breakdown

Below is the Assignment Overview and Grade Point Breakdown. These points may vary depending on the total number of readings, homework and quiz questions finally assigned. The numbers provided are the best estimates at this time but are subject to change.

Category	Description	Points	% of Total
First Week Work	Introductory Activities	20 points	1%
Adaptive Study	Non-graded work for chapter in Cengage	00 points	--
Cengage Prep	Unlimited work in chapter in Cengage	411 points	29%
Cengage Hmwk	Homework Assignments in Cengage	315 points	22%
Cengage Quizzes	Chapter Quizzes in Cengage	260 points	18%
Canvas Hmwk	Assignments in Canvas Modules	120 points	8%
Exams	Exams (3) in Canvas Modules	300 points	22%
	Total Points	1,426 points	100%
	Extra Credit Points are available	44 Points	

* Instructor Policies

Communication:

For this course, please note that all students should use the Canvas INBOX as this is always the most secure method of contacting your instructor. As a secondary method, use Lakehawk Mail. If you use the Lakehawk system, please be sure you include an appropriate message in the subject line, including your course name or number. Your instructor will not open an email unless it is clearly marked and from someone known. If your message is about sensitive information, such as grades, be sure to use the Canvas messaging system. Your instructor will attempt to respond to student Canvas emails within 48 hours, which includes weekends. Typically, the instructor will not be available on Sunday's.

To ensure consistency in conferencing, the instructor will use Zoom for face-to-face meetings as appropriate.

Grade Disputes:

If you wish to dispute the grade assigned on any assessment, you must do so in writing within 48 hours after the assessment has been returned. You must include a specific rationale for why your answer is correct. "The quiz or question is not fair" or "I think I deserve partial credit" does not constitute a rationale. I will respond, stating my position about the dispute. I do not get into debates with students about their grades. So, make sure you present your dispute with all the supporting evidence and precisely explain your position when submitting your dispute, because you have one chance to do so.

Extra Credit:

Any and all extra credit available for the course is scheduled throughout the course and can be seen on the course schedule included at the end of this syllabus. That being said, do not ask for extra credit at the end of the semester in order to get those extra ".24" points needed for your grade to make it to the next letter grade. The time to take advantage of extra credit is during the semester, always keeping the end of the semester in mind and the accumulation of total points.

Instructor Help:

The instructor is dedicated to ensuring students complete the more involved Canvas assignments successfully. Recognizing these assignments' challenges, the instructor is readily available to help. Students can find invaluable assistance and guidance within the discussion section of the course. Whether clarifying concepts and equations, providing additional resources, or answering commonly asked questions, the instructor's active presence in the discussions fosters an environment of support and collaboration, empowering students to conquer the complexities of the assignments confidently.

AI:

The use of artificial intelligence (AI) tools via website, app, or any other access is not permitted in this class. It is plagiarism to present AI-created content as your own, and it will result in legal action.



Institutional Policies & Procedures

Academic Integrity

The successful functioning of the academic community demands honesty, which is the basis of respect for both ideas and persons. In the academic community, there is an ongoing assumption of academic integrity at all levels. There is the expectation that work will be independently thoughtful and responsible as to its sources of information and inspiration. Honesty is an appropriate consideration in other ways as well, including but not limited to the responsible use of library resources, responsible conduct in examinations, and the responsible use of the Internet. See the [college catalog \(https://lssc.smartcatalogiq.com/2019-2020/Catalog-and-Student-Handbook/College-Policies-Procedures/Academic-Integrity\)](https://lssc.smartcatalogiq.com/2019-2020/Catalog-and-Student-Handbook/College-Policies-Procedures/Academic-Integrity) for complete statement.

Basic Needs Statement

Any student who faces challenges securing basic needs such as food or housing and believes this may affect their performance in the course is encouraged to contact a campus dean at [deanofstudents@lssc.edu \(mailto:deanofstudents@lssc.edu\)](mailto:deanofstudents@lssc.edu). The deans will then be able to share any resources at their disposal.

Course Content

- All LSSC students will be exposed to a learning environment promoting the open exchange of ideas.
- LSSC course content is presented on an adult level and classroom discussions require a mature understanding of divergent viewpoints and the ability to think analytically. Courses will not be modified to accommodate variations in student age and/or maturity.
- This course will be presented objectively and is not presented to espouse, promote, advance, inculcate, or compel any individual to adopt as a belief any of the subjects of the discussion that may be construed as concepts constituting discrimination based on race, color, sex, or national origin as provided by Florida law. Please note that I do not endorse such concepts but present them for academic discussion and consideration. The law does not prohibit discussion of such concepts in an objective manner and without endorsement. Should a student feel uncomfortable with how course content is presented or discussed, please contact the instructor for further conversation.

Important Information for Students with Disabilities

Any student with a documented disability who requires assistance or academic accommodations should contact the Student Accessibility Services immediately to discuss eligibility. The Student Accessibility Services (SAS) is located on the Leesburg Campus, but arrangements can be made to meet with a student on any campus. An appointment can be made by calling 352-365-3589 and specific information about SAS and potential services can be found at [Student Accessibility Services \(https://www.lssc.edu/current-students/student-accessibility-services/\)](https://www.lssc.edu/current-students/student-accessibility-services/).

Initial Attendance

Initial attendance is recorded based on being present in class and/or submitting an assigned academic related activity during the first two weeks of the course. If marked as not attending during this period, the student will be financially responsible for the course and Financial Aid and Veteran benefits may be decreased. Students who are reported as not attending will remain in the class (PRO 3-05).

LSSC Safety Statement

Lake-Sumter State College values the safety of all campus community members. **If you have an emergency, call 911.** Otherwise, to report a concern, suspicious activity, or to request a courtesy escort, call Campus Safety:

(352) 516-3795 Leesburg

(352) 536-2143 South Lake

(352) 303-7296 Sumter

LSSC also has a free safety app, **Lake-Sumter Safe** that is available for download. You will receive important emergency alerts and safety messages regarding campus safety via LSSC Alert. You are opted into this system when you become an LSSC student. For more information regarding safety and to view available resources, visit the [Campus Safety \(https://www.lssc.edu/safety/\)](https://www.lssc.edu/safety/) web page.

Privacy Policy (FERPA)

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part99) is a Federal law that protects the privacy of a student's education records. In order for your information to be released, a form must be signed and, in your records, located in the Admissions/Registrar's Office.

Syllabus Disclaimer

Information contained in this syllabus is, to the best knowledge of this instructor, considered correct and complete when distributed to students. The instructor reserves the right, acting within policies and procedures of Lake-Sumter State College, to make necessary changes in course content or instructional techniques with notification to students.

Syllabus Statement

Students may, without prior notice, record video or audio of a class lecture for a class in which the student is enrolled for their own personal educational use. A class lecture is defined as a formal or methodical oral presentation as part of a college course intended to present information or teach enrolled students about a particular subject. Recording class activities other than class lectures, including but not limited to lab sessions, student presentations (whether individually or part of a group), class discussion (except when incidental to and incorporated within a class lecture), clinical presentations such as patient history, academic exercises involving student participation, test or examination administrations, field trips, private conversations between students in the class or between a student and the faculty member, and invited guest speakers is **prohibited**. Recordings may not be

used as a substitute for class participation and class attendance and may not be published or shared without the written consent of the faculty member. Failure to adhere to these requirements may constitute a violation of the LSSC Student Code of Conduct.

Zero-Tolerance for Violence Statement

Lake-Sumter State College has a policy of zero tolerance for violence as stated in College Board Rule 2.17. Appropriate disciplinary action will be taken in accordance with Board Rule 2.17.

Withdrawal

Once the Add/Drop period passes, students deciding to discontinue class attendance and/or online participation have the responsibility for formal withdrawal by the withdrawal deadline.

Student Assessment

Students will be evaluated using methods such as essays, tests, quizzes, assignments, discussions, oral presentations, and projects.

Withdrawal Deadline

Add Date: Sunday, January 14, 2024

Drop Date: Sunday, January 14, 2024

Withdrawal Date: Monday, March 25, 2024

Class Calendar

Week	Begins	Chapter and Assignments	Items Due
1	1/08/24	<p><u>Introductory Assignments</u></p> <p>Update Profile, Set notification preferences, Introduce Yourself in Discussions, Complete Student Orientation Quiz, and Introduction to CNOWV2 video</p> <p><u>Chapter 1 – Introduction to Accounting and Business</u></p> <p>a. Complete Cengage Adaptive Study Plan (Pre-Test) – Not Graded</p> <p>b. Complete Cengage Class Prep Assignment – 21 points</p> <p>c. Complete Cengage Homework Assignment – 46 points</p> <p>d. Complete Cengage Chapter Quiz – 20 points</p>	<p>Due Canvas 1/14/24 - 20 Points</p> <p>Due Cengage 1/14/24 – 87 Points</p>

Week	Begins	Chapter and Assignments	Items Due
2	1/15/24	<p><u>Chapter 4 - The Accounting Cycle</u></p> <p>a. Complete Cengage Adaptive Study Plan (Pre-Test) – Not Graded b. Complete Cengage Class Prep Assignment – 22 points c. Complete Cengage Homework Assignment – 33 points d. Complete Cengage Chapter Quiz – 20 points e. Complete Canvas Homework Assignment – Accounting Processes Discussions – 20 points</p> <p>This Canvas Assignment is recommended for consideration as a submission for your Portfolio !!!</p>	<p>Due Cengage 1/21/24 – 75 Points</p> <p>Due Canvas 1/21/24 – 20 Points</p>
3	1/22/24	<p><u>Chapter 12 - Corporations: Organization, Stock Transactions, and Dividends</u></p> <p>a. Complete Cengage Adaptive Study Plan (Pre-Test) – Not Graded b. Complete Cengage Class Prep Assignment – 32 points c. Complete Cengage Homework Assignment – 23 points d. Complete Cengage Chapter Quiz – 20 points e. Complete Canvas Homework Assignment – Corporations – 25 points</p>	<p>Due Cengage 1/28/24 – 75 Points</p> <p>Due Canvas 1/28/24 – 25 Points</p>
4	1/29/24	<p><u>Chapter 14 - Financial Statement Analysis</u></p> <p>a. Complete Cengage Adaptive Study Plan (Pre-Test) – Not Graded b. Complete Cengage Class Prep Assignment – 35 points c. Complete Cengage Homework Assignment – 23 points d. Complete Cengage Chapter Quiz – 20 points</p> <p>Exam #1 Exam in Canvas</p>	<p>Due Cengage 2/04/24 – 78 Points</p> <p>Assigned chapters 1, 4, 12, and 14 Due 2/04/24 at 11:55 pm - 100 points – Opens Wednesday 1/31/24</p>
5	2/05/24	<p><u>Chapter 15 - Introduction to Managerial Accounting</u></p> <p>a. Complete Cengage Adaptive Study Plan (Pre-Test) – Not Graded b. Complete Cengage Class Prep Assignment – 25 points c. Complete Cengage Homework Assignment – 28 points d. Complete Cengage Chapter Quiz – 20 points e. Complete Canvas Homework Assignment – Cost Concepts – 20 points</p>	<p>Due Cengage 2/11/24 – 73 Points</p> <p>Due Canvas 2/11/24 – 20 Points</p>

Week	Begins	Chapter and Assignments	Items Due
6	2/12/24	<u>Chapter 16 - Job Order Costing</u> a. Complete Cengage Adaptive Study Plan (Pre-Test) – Not Graded b. Complete Cengage Class Prep Assignment – 37 points c. Complete Cengage Homework Assignment – 21 points d. Complete Cengage Chapter Quiz – 20 points	Due Cengage 2/18/24 – 78 Points
7	2/19/24	<u>Chapter 17 - Process Costing</u> a. Complete Cengage Adaptive Study Plan (Pre-Test) – Not Graded b. Complete Cengage Class Prep Assignment – 25 points c. Complete Cengage Homework Assignment – 19 points d. Complete Cengage Chapter Quiz – 20 points e. Complete Canvas Homework Assignment – Process Costing – 20 points	Due Cengage 2/25/24 – 64 Points Due Canvas 2/25/24 – 20 Points
8	2/26/24	<u>Chapter 20 - Cost-Volume-Profit Analysis</u> a. Complete Cengage Adaptive Study Plan (Pre-Test) – Not Graded b. Complete Cengage Class Prep Assignment – 33 points c. Complete Cengage Homework Assignment – 24 points d. Complete Cengage Chapter Quiz – 20 points e. Complete Canvas Extra Credit Opportunity – Basic CVP – 20 possible points	Due Cengage 3/03/24 – 77 Points Due Canvas Extra Credit Opportunity 3/03/24 – 20 possible points
9	3/04/24	<u>Chapter 21 - Variable Costing for Management</u> a. Complete Cengage Adaptive Study Plan (Pre-Test) – Not Graded b. Complete Cengage Class Prep Assignment – 34 points c. Complete Cengage Homework Assignment – 16 points d. Complete Cengage Chapter Quiz – 20 points Exam #2 Exam in Canvas	Due Cengage 3/10/24 – 70 Points Assigned chapters 15, 16, 17, 20, and 21 Due 3/10/24 at 11:55 pm- 100 points – Opens Wednesday 3/06/24
	3/11/24 - 3/17/24	<u>No classes and no assignments. This is Spring Break.</u>	

Week	Begins	Chapter and Assignments	Items Due
10	3/18/24	<u>Chapter 22 - Budgeting</u> a. Complete Cengage Adaptive Study Plan (Pre-Test) – Not Graded b. Complete Cengage Class Prep Assignment – 35 points c. Complete Cengage Homework Assignment – 18 points d. Complete Cengage Chapter Quiz – 20 points e. Complete Canvas Homework Assignment – Post Exam Reflection Assignment – 10 points	Due Cengage 3/24/24 – 73 Points Due Canvas 3/24/24 – 10 Points
11	3/25/24	<u>3/25/24 - Last Day for Withdrawal</u> <u>Chapter 23 - Evaluating Variances from Standard Costs</u> a. Complete Cengage Adaptive Study Plan (Pre-Test) – Not Graded b. Complete Cengage Class Prep Assignment – 31 points c. Complete Cengage Homework Assignment – 21 points d. Complete Cengage Chapter Quiz – 20 points e. Complete Canvas Extra Credit Assignment – Standard Costing Problem – 24 possible points	Due Cengage 3/31/24 – 72 Points Due Canvas Extra Credit Opportunity 3/31/24 – 24 possible points
12	4/01/24	<u>Chapter 25 - Differential Analysis and Product Pricing</u> a. Complete Cengage Adaptive Study Plan (Pre-Test) – Not Graded b. Complete Cengage Class Prep Assignment – 41 points c. Complete Cengage Homework Assignment – 23 points d. Complete Cengage Chapter Quiz – 20 points e. Complete Canvas Assignment – Differential Analysis – 25 points This Canvas Assignment is recommended for consideration as a submission for your Portfolio !!!	Due Cengage 4/07/24 – 84 Points Due Canvas - 4/07/24 - 25 Points
13	4/08/24	<u>Chapter 26 - Capital Investment Analysis</u> a. Complete Cengage Adaptive Study Plan (Pre-Test) – Not Graded b. Complete Cengage Class Prep Assignment – 40 points c. Complete Cengage Homework Assignment – 20 points d. Complete Cengage Chapter Quiz – 20 points	Due Cengage 4/14/24 – 80 Points
14	4/15/24	<u>Exam #3 in Canvas</u> • Available over a five-day window • Covers chapters 22, 23, 25, and 26	Exam #3 - Opens WEDNESDAY 4/17/24 and is Due on SUNDAY 4/21/24 – 100 Pts