

Western University
DAN Management and Organizational Studies 3360a (MOS 3360a)

Intermediate Accounting I

Course Outline S001
Summer 2012

COURSE INSTRUCTOR Stacey Hann, CA
SSC, room 2234
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stacey.hann@uwo.ca

TIMETABLE

Section	Day	Time	Building	Room
001	Monday Wednesday	7:00-10:00 pm	SSC	3028

OFFICE HOURS

By appointment

WEB SITE ADDRESS

<http://owltoo.uwo.ca> (Note: this is the new version of OWL now powered by Sakai).

COURSE OBJECTIVES

The course objective is for students to understand the theory, concepts and methods of financial accounting information particularly in the areas of financial statements, revenue recognition, and current and long-term assets. The procedures and practices under International Financial Reporting Standards (IFRS) and Accounting Standards for Private Enterprises will be applied to the various topics in corporate financial accounting and reporting.

PREREQUISITE

Business 2257 and enrolment in MOS.

It is the student's responsibility for ensuring that course prerequisites have been completed successfully or special permission from the Dean obtained. According to Senate regulation: "Unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites."

TEXTBOOKS

1. Kieso, Weygandt, Warfield, Young, and Wiecek, Intermediate Accounting, Volume 1, 9th Canadian Edition, Wiley Publishing, 2010.
2. Kieso Study Guide, Volume 1, Ninth Canadian Edition, Wiley Publishing, 2010 (**optional**)
3. CICA Handbook available on the Western Libraries website.

HANDLING OF THE COURSE

Class-Time: Class time will consist of lectures, problem solving and discussion.

Class discussion is encouraged so please be prepared for class by working ahead.

Solutions: Official solutions to the exercises, problems and writing assignments taken up in-class will be made available on OWL after the relevant material is covered.

Self-Study Problems: Self-study problems will provide the student with the opportunity to practice the course material. The problems need not be submitted and will not be graded. The suggested solutions will be made available on OWL so that the students can check their own solutions and thereby determine their understanding of the material. The instructor should be consulted if the student has difficulty in understanding the suggested solution.

Test and Final Examination: The tests and final examination will test the student's comprehension of both the technical and conceptual aspects of the course.

How to do well in this course:

COME TO CLASS, REVIEW CLASS NOTES AND PRACTICE, PRACTICE, PRACTICE!

To perform well in this course, you must spend time answering extra problems and checking the answers to test your understanding. To maximize your learning, you should make an honest attempt at the question before peeking at the solution. Simply reading a question and then turning to the solution right away is next to useless. You will find that there is likely to be a direct correlation between the number of problems you prepare and your attendance in class and your course grade.

We recommend the following study approach:

1. Go over your class notes and all problems done in class. Re-do the problems on your own to see if you can arrive at the same solution as was derived in class.
2. Use the textbook as a reference source only for topics you are having difficulty with.
3. Do as many problems as you need, to feel you have a good comprehension of the material. You can use the Study Guide and your textbook's website for additional practice questions and quizzes.

Final Thoughts

This is not a course to register in if you are seeking an easy credit. For many students, this course is a difficult one. Part of this difficulty stems from a challenging subject matter, but the biggest difficulty comes from failing to devote enough effort to working with the material. Like calculus and other similar courses where no two problems look alike, accounting requires that you practice working with it ---over and over and over. You are unlikely to learn by merely watching someone else "do accounting".

These observations have a number of implications for you and me. First, you will have to spend many hours during, and after class working on the course. During class, you should ask questions whenever they arise and don't stop asking until you are satisfied that you understand the explanations. This class contains a lot of new vocabulary and concepts so don't be afraid to ask me for clarification or examples. After class, you should review both your class notes and the suggested solutions to the assigned problems to improve your understanding. It is absolutely essential that you keep up with the assigned readings and end-of-chapter problems.

In exchange for your hard work, you can expect the same from me. For example, expect me to come to class with an organized outline for the day's topics. Expect me to enthusiastically answer any and all of your questions, either in-person during class and office hours, or via e-mail. Expect me to provide timely feedback on how well you understand the material.

EVALUATION

In-Class Quiz (Chapters 1, 2 & 3) Monday May 14, 2012, 7pm	10%
Participation	10%
Mid-term (Chapters 4, 5, 6 & 8) Monday May 28, 2012, 7-10pm	35%
Final Examination (Chapters 7, 9-12) Saturday June 16, 2012, 1-4pm	45%
	<hr/> <hr/> <u>100%</u>

MID-TERM AND QUIZ

There will be no make up for the quiz under any circumstance. If proper documentation is presented for a missed quiz, the quiz will not be written, instead the 10% will be reallocated to the final exam, in which case the final exam will be worth 55% of the final grade.

Only on the documented basis of illness or other extreme circumstance will students be permitted to write a make-up exam. In the case of illness, a student must contact the instructor via telephone or e-mail (the date and time is recorded on both). The student must provide supporting documentation (see detailed documentation heading for acceptable documentation) and submit the documentation to the Social Science Academic Counseling Office (**SSC room 2105**).

It is appropriate to advise your instructor in **ADVANCE** of the mid-term or quiz due date if at all possible of any problems that you may be experiencing

The student must arrange to write a make-up exam on a timely basis.
The make-up may differ in format from the original examination.

EXAMINATIONS

Students who fail to appear for an examination at the time set in the timetable will not be allowed to write the examination thus missed. Students should report this irregularity immediately to their Dean's office. They may, with the approval of the Chair of the Department concerned, petition the Dean for standing or permission to write a special examination. Petitions will be entertained only when they are submitted on compassionate grounds with supporting documents. See the current Western Academic Calendar.

POLICY ON SPECIAL EXAMINATIONS

- (1) Students with conflicts or students who are unable to write an exam based upon compassionate grounds (supported by appropriate documents), may apply in writing **prior** to the exam to their course lecturer to be excused.
- (2) Students involved with approved out-of-town university activities during the scheduled mid-term exam/test may apply to their course lecturer for special proctoring privileges to write the mid-term/test exam.
- (3) Students who are excused from the writing of the mid-term exam will have the appropriate percentage of marks transferred to the weighting of the marks for the final exam.

(1) It is the student's responsibility to submit his or her own original written material in courses in this program. See the current Western Academic Calendar, "Scholastic Offences" or <http://www.uwo.ca/univsec/handbook/appeals/scholoff.pdf>.

(2) For a description of the process to be followed for mark/grade appeals see your professor.

(3) The use of personal computers, or other hand held computing devices during examinations will not be permitted.

ACCESSIBILITY

DAN Management and Organizational Studies strives at all times to provide accessibility to all faculty, staff, students and visitors in a way that respects the dignity and independence of people with disabilities. Please contact the course instructor if you require material in an alternate format or if you require any other arrangements to make this course more accessible to you. You may wish to contact Services for Students with Disabilities (SSD) at 661-2111 #82147 for any specific questions regarding an accommodation. More information about "Accessibility at Western" is available at: <http://accessibility.uwo.ca>.

PARTICIPATION

Participation will be assessed on a weekly basis according to the following rubric:

Level	Description
0	Does not attend, or attends and is disruptive.
1	Attends class but does not contribute to the discussion.
2	Contributes by asking/answering questions, and making comments. Preparation for class is evident. Questions/comments are primarily factual in nature.
3	Demonstrates good preparation for class, contributing content-based questions and answers, but also offers insights and adds significant value to the discussion.

ADD/DROP DEADLINES

May 11, 2012

Last day to ADD a first term half course in Summer Evening.

May 18, 2012

Last day to DROP a first term half course in Summer Evening without academic penalty.

General Information

If, on medical or compassionate grounds, you are unable to meet your academic responsibilities, i.e., unable to write term tests or final examinations or complete course work by the due date, you should follow the instructions listed below. You should understand that academic accommodation will not be granted automatically on request. You must demonstrate that there are compelling medical or compassionate grounds that can be documented before academic accommodation will be considered. Read the instructions carefully. In all cases, action must be taken at the earliest possible opportunity, preferably prior to the scheduled examination, test or assignment.

1. Check the course outline to see if the instructor has a policy for missed tests, examinations, late assignments or attendance. The course outline should include the preferred method of contact (e-mail, phone, etc.).
2. Inform the instructor prior to the date of the scheduled time of the test or examination or due date of the assignment. If you are unable to contact the instructor, leave a message for him/her at the department office.
3. Bring your request for accommodation to the Academic Counselling Office, Room 2105, Social Science Centre, telephone 519 661-2011 or fax 519 661-3384. Be prepared to submit documentation of your difficulties.
4. If you decide to write a test or an examination you should be prepared to accept the mark you earn. Rewriting tests or examinations or having the value of the test or examination reweighted on a retroactive basis is not permitted.

TERM TESTS and MID-TERM EXAMS

1. If you are unable to write a term test, inform your instructor (preferably prior to the scheduled date of the test). If the instructor is not available, leave a message for him/her at the department office.
2. Be prepared, if requested by the instructor, to provide supporting documentation (see below for information on acceptable forms or documentation). Submit your documentation to the Academic Counselling Office.
3. Make arrangements with your professor to reschedule the test.
4. The Academic Counselling Office will contact your instructor to confirm your documentation.

FINAL EXAMINATIONS

1. You require the permission of the Dean, the instructor, and the Chair of the department in question to write a special final examination.
2. If you are unable to write a final examination, contact the Academic Counselling Office in the first instance to request permission to write a special final examination and to obtain the necessary form. You must also contact your instructor at this time. If your instructor is not available, leave a message for him/her at the department office.
3. Be prepared to provide the Academic Counselling Office and your instructor with supporting documentation (see below for information on documentation).
4. You must ensure that the Special Examination form has been signed by the instructor and Department Chair and that the form is returned to the Academic Counselling Office for approval without delay.

[Note: Make sure you know the date, time and location of the special examination. For more information see Examinations - Common Situations.](#)

LATE ASSIGNMENTS

1. Advise the instructor if you are having problems completing the assignment on time (prior to the due date of the assignment).
2. Submit documentation to the Academic Counselling Office.
3. If you are granted an extension, establish a due date.
4. Extensions beyond the end of classes must have the consent of the instructor, the Department Chair and Dean. A Recommendation of Incomplete form must be filled out indicating the work to be completed and the date by which it is due. This form must be signed by the student, the instructor, the Department Chair, and the Dean's representative in the Academic Counselling Office.

SHORT ABSENCES

If you miss a class due to a minor illness or other problems, check your course outlines for information regarding attendance requirements and make sure you are not missing a test or assignment. Cover any readings and arrange to borrow notes from a classmate.

EXTENDED ABSENCES

If you are absent more than approximately two weeks or if you get too far behind to catch up, you should consider reducing your workload by dropping one or more courses. This must be done by the appropriate deadlines. (Refer to the Registrar's website for official dates.) The Academic Counsellors can help you to consider the alternatives. At your request, they can also keep your instructors informed of your difficulties.

DOCUMENTATION

Personal Illness: If you consult Student Health Services regarding your illness or personal problem, you should request a Student Medical Certificate from the physician. Once your documentation has been assessed, the academic counsellor will inform you

[If you were seen by an off-campus doctor, obtain a certificate from his/her office at the time of your visit. The off-campus medical certificate form must be used. http://www.uwo.ca/univsec/handbook/appeals/medicalform.pdf. The doctor must provide verification of the severity of the illness for the period in question. Notes stating "For Medical Reasons" are not considered sufficient.](http://www.uwo.ca/univsec/handbook/appeals/medicalform.pdf)

In Case of Serious Illness of a Family Member: Obtain a medical certificate from the family member's physician.

In Case of a Death: Obtain a copy of the newspaper notice, death certificate or documentation provided by the funeral director.

For Other Extenuating Circumstances: If you are not sure what documentation to provide, ask an Academic Counsellor.

Note: Forged notes and certificates will be dealt with severely. To submit a forged document is a scholastic offense (see below) and you will be subject to academic sanctions.

ACADEMIC CONCERNS

You need to know if your instructor has a policy on late penalties, missed tests, etc. This information may be included on the course outline. If not, ask your instructor.

You should also be aware of attendance requirements in courses such as Business and English. You can be debarred from writing the final examination if your attendance is not satisfactory.

If you are in academic difficulty, check the minimum requirements for progression in your program. If in doubt, see your Academic Counsellor.

If you are registered in Social Science courses but registered in another faculty (e.g., Arts or Science), you should immediately consult the Academic Counselling Office in your home faculty for instructions.

FAILED YEAR

Procedures for completing a Waiver of the Progression Requirements (DEADLINE IS JUNE 30). [Click here for BMOS Waiver of Progression Requirements.](#)

In your petition letter, you must address all of the following questions:

What were the extenuating circumstances which contributed most significantly to your poor academic performance.) When

Answer the following questions:

1. What attempts did you make at the time you were encountering problems that affected your academic performance to contact your instructors, Academic Counsellors, the staff in Student Development Centre (Learning Skills Counsellors), the
2. What academic accommodation did you request at the time you were experiencing major problems that were affecting your academic performance?
3. What steps did you take to minimize the impact on your academic work of the difficulties that you were encountering?
4. Approximately what percentage of classes did you attend in each course?
5. What assignments/tests/labs/quizzes/exams did you complete in each course?
6. Please record the grades you received for assignments/labs/tests/quizzes/exams, etc in each course. If you failed to complete all the course requirements, explain and provide reasons.
7. Please list the final grade earned in each course in which you were registered during the past academic year.

Why do you think you would be successful in University-level academic studies, if your petition was granted?

What are your academic goals?

What is your long-term degree/program objective?

In what specific program do you wish to register during the coming year?

What specific courses do you wish to take during the coming year?

NOTE: In (b) and (c), do not list courses or programs for which you are not currently eligible. You must check the prerequisites for the program and courses you wish to take.

Grade Distribution Policy

The Dan Program has a grade policy which states that for courses in the 3000 range, the class average must fall between 70% and 75% for all sections of a course taught by the same instructor. In very exceptional circumstances only, class averages outside this range may be approved by the Assistant Director or the Director. Class averages are not grounds for appeals.