

Course Outline of Record

1. Course Code: BUAC-051
2. a. Long Course Title: Accounting for Entrepreneurs and Business Managers
 b. Short Course Title: ACCTG FOR ENTREPRNRS
3. a. Catalog Course Description:
 This course is designed for students who need to develop an understanding of fundamental accounting principles and their application in the business environment. This course covers the basic principles of both financial and managerial accounting with an emphasis placed on how accounting information is used by owners, managers, and other stakeholders.
 b. Class Schedule Course Description:
 This course covers the basic accounting topics of interest to both entrepreneurs and business managers with an emphasis placed on how accounting information is used in decision making and problem solving.
 c. Semester Cycle (if applicable): N/A
 d. Name of Approved Program(s):
 • ACCOUNTING Certificate of Achievement
4. Total Units: 3.00 Total Semester Hrs: 54.00
 Lecture Units: 3 Semester Lecture Hrs: 54.00
 Lab Units: 0 Semester Lab Hrs: 0
 Class Size Maximum: 45 Allow Audit: Yes
 Repeatability No Repeats Allowed
 Justification 0
5. Prerequisite or Corequisite Courses or Advisories:
Course with requisite(s) and/or advisory is required to complete Content Review Matrix (CCForm I-A)
 Advisory: MATH 060 and
 Advisory: RDG 061
6. Textbooks, Required Reading or Software: (List in APA or MLA format.)
 a. Warren, Carl (2013). Survey of Accounting (6th./e). South-Western. ISBN: 978-1-133-189
 College Level: Yes
 Flesch-Kincaid reading level: N/A
7. Entrance Skills: *Before entering the course students must be able:*
a.
 Demonstrate the ability to read textbooks, respond to those readings, and perform fundamental study skills
 - ENG 061 - Demonstrate the ability to read and respond in writing beyond the literal interpretation of the text.
 - RDG 061 - Read a variety of texts fluently.
 - RDG 061 - Understand multiple word meanings, uses & synonymsb.
 Demonstrate competence in addition, multiplication, division, and subtraction.
 - MATH 060 - Compute using the four basic operations of addition, subtraction, multiplication, and division on the rational numbers in both fraction and decimal form.
 - MATH 060 - Apply the basic operations to solve application problems that involve whole numbers, integers, and rational numbers.
 - MATH 060 - Apply methods of conversion between percents, decimals, and fractions.

8. Course Content and Scope:

Lecture:

1. The Role of Accounting in Business
 1. Nature of business and accounting
 2. Business activities
 3. Financial statements
 4. Accounting concepts
2. Basic Accounting Concepts
 1. Elements of an accounting system
 2. Financial statements for a corporation
3. Accrual Accounting Concepts
 1. Basic accrual concepts
 2. Adjustment process
 3. Financial statements
 4. Accrual and cash basis of accounting
4. Accounting for Merchandise Business
 1. Sales transactions
 2. Purchase transactions
 3. Freight and sales taxes
 4. Dual nature of merchandise transactions
 5. Merchandise shrinkage
5. Cash and Internal Control
 1. Internal control concepts
 2. Cash control
 3. Bank accounts
 4. Special-purpose cash accounts
6. Receivables and Inventory
 1. Classification of receivables
 2. Uncollectible receivables
 3. Direct write-off method
 4. Allowance method
 5. Inventory classification
 6. Inventory costing methods
7. Fixed and Intangible Assets
 1. Nature of fixed assets
 2. Depreciation methods
 3. Disposal of fixed assets
 4. Natural resources
 5. Intangible assets
8. Liabilities and Stockholders' Equity
 1. Financing operations
 2. Liabilities
 3. Bonds
 4. Stock
 5. Dividends
 6. Stock splits
9. Financial Statement Analysis
 1. Basic analytical methods
 2. Liquidity and solvency analysis
 3. Profitability analysis
10. Accounting for Manufacturing Business
 1. Nature of manufacturing business
 2. Manufacturing cost terms
 3. Job order cost system
 4. Just-in-time practices
 5. Activity based costing
11. Cost Behavior and Cost-Volume-Profit Analysis
 1. Cost behavior
 2. Cost-volume-profit relationships

12. Differential Analysis and Product Pricing
 1. Decision making using differential analysis
 2. Setting normal prices
 3. Production bottlenecks, pricing, and profits
13. Budgeting and Standard Cost Systems
 1. Objectives of budgeting
 2. Mater budget
 3. Standards
 4. Budgetary performance analysis
 5. Direct cost variances
14. Performance Evaluation
 1. Centralizes and decentralized operations
 2. Responsibility accounting
 3. Transfer pricing
15. Capital Investment Analysis
 1. Present value concepts
 2. Capital investment analysis
 3. Capital rationing

Lab: *(if the "Lab Hours" is greater than zero this is required)*

9. Course Student Learning Outcomes:

1.
Prepare the four basic financial statements: Income Statement, Statement of Owner's Equity, Balance Sheet, and Statement of Cash Flows.
2.
Recognize various cost classifications for a manufacturing firm and understand how those costs are reflected on the company's financial statements.
3.
Perform cost-volume-profit analysis and interpret the results.

10. Course Objectives: *Upon completion of this course, students will be able to:*

- a. Develop comprehensive understanding of accounting as an information system.
- b. Analyze accounting problems.
- c. Prepare and interpret financial statements.
- d. Recognize cost classifications for a manufacturing firm and how those costs of manufactured products are reflected on the company's financial statements.
- e. Develop and interpret a flexible budget and master budget with supporting budget schedules.
- f. Demonstrate skills in cost behavior and cost-volume-profit analysis, absorption and variable costing, static and flexible budgeting.
- g. Explain how managerial accounting is used in planning, control, and decision making.
- h. Demonstrate an understanding of performance evaluation using variances from standard costs and for decentralized operations.

11. Methods of Instruction: *(Integration: Elements should validate parallel course outline elements)*

- a. Demonstration, Repetition/Practice
- b. Discussion
- c. Distance Education
- d. Lecture
- e. Observation
- f. Participation
- g. Technology-based instruction

h. Tutorial

12. Assignments: *(List samples of specific activities/assignments students are expected to complete both in and outside of class.)*

In Class Hours: 54.00

Outside Class Hours: 108.00

a. In-class Assignments

1. Reading of textbook and various other recommended supplementary literature.
2. Attendance of lectures and occasional guest speakers with comprehensive note taking.
3. Completion of assigned accounting exercises and problems.
4. Examinations of various types such as multiple choice, comprehensive problems and essay.

b. Out-of-class Assignments

1. Reading of textbook and various other recommended supplementary literature.
2. Completion of assigned accounting exercises and problems.

13. Methods of Evaluating Student Progress: *The student will demonstrate proficiency by:*

- Written homework
- Computational/problem solving evaluations
- Group activity participation/observation
- True/false/multiple choice examinations
- Mid-term and final evaluations

14. Methods of Evaluating: Additional Assessment Information:

15. Need/Purpose/Rationale -- *All courses must meet one or more CCC missions.*

PO - Career and Technical Education

Fulfill the requirements for an entry- level position in their field.

Apply critical thinking skills to execute daily duties in their area of employment.

Apply critical thinking skills to research, evaluate, analyze, and synthesize information.

IO - Critical Thinking and Communication

Apply principles of logic to problem solve and reason with a fair and open mind.

16. Comparable Transfer Course

University System	Campus	Course Number	Course Title	Catalog Year
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17. Special Materials and/or Equipment Required of Students:

18. Materials Fees: Required Material?

Material or Item	Cost Per Unit	Total Cost
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19. Provide Reasons for the Substantial Modifications or New Course:

Per Advisory Committee recommendation - rename course to better identify interested students and improve marketing of class.

20. a. Cross-Listed Course *(Enter Course Code):* *N/A*

b. Replacement Course *(Enter original Course Code):* *N/A*

21. Grading Method *(choose one):* Letter Grade Only

22. MIS Course Data Elements

a. Course Control Number [CB00]: CCC000534493

BUAC 051-Accounting for Entrepreneurs and Business Managers

- b. T.O.P. Code [CB03]: 50200.00 - Accounting
- c. Credit Status [CB04]: D - Credit - Degree Applicable
- d. Course Transfer Status [CB05]: C = Non-Transferable
- e. Basic Skills Status [CB08]: 2N = Not basic skills course
- f. Vocational Status [CB09]: Possibly Occupational
- g. Course Classification [CB11]: Y - Credit Course
- h. Special Class Status [CB13]: N - Not Special
- i. Course CAN Code [CB14]: N/A
- j. Course Prior to College Level [CB21]: Y = Not Applicable
- k. Course Noncredit Category [CB22]: Y - Not Applicable
- l. Funding Agency Category [CB23]: Y = Not Applicable
- m. Program Status [CB24]: 1 = Program Applicable

Name of Approved Program (if program-applicable): ACCOUNTING

Attach listings of Degree and/or Certificate Programs showing this course as a required or a restricted elective.)

23. Enrollment - Estimate Enrollment

First Year: 30

Third Year: 60

24. Resources - Faculty - Discipline and Other Qualifications:

a. Sufficient Faculty Resources: Yes

b. If No, list number of FTE needed to offer this course: N/A

25. Additional Equipment and/or Supplies Needed and Source of Funding.

N/A

26. Additional Construction or Modification of Existing Classroom Space Needed. (Explain:)

N/A

27. FOR NEW OR SUBSTANTIALLY MODIFIED COURSES

Library and/or Learning Resources Present in the Collection are Sufficient to Meet the Need of the Students Enrolled in the Course: Yes

28. Originator John Gerardi Origination Date 08/30/17