

**School of Businessand Economics**

**Department of Accounting and Finance**

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| **Course Name:** | **Introduction to Financial Accounting** |
| **Course Code**  **& Section No:** | **ACT201**  **Section: 31** |
| **Semester:** | **Summer 2019** |

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| Instructor & Department Information | |
| 1. **Instructor Name:** | **Syed AsifHossain** | |
| 1. **Office Room** | NAC 746 | |
| 1. **Office Hours:** | ST 08:30-09:30 (NAC746)  MW 08:30-09:30 (NAC 746) & 03:00-04:15 (Proctor Office)  Wednesdays 11:20-12:50 (NAC746) | |
| 1. **Office Phone:** | +880 2 55668200 Ext: 1732 | |
| 1. **Email Address:** | syed.hossain@northsouth.edu | |
| 1. **Department:** | Accounting and Finance | |
| 1. **Links** | **North South University Website:**http://www.northsouth.edu  **School of Business and Economics Website:**http://www.northsouth.edu/academic/sbe/  **Course Website:**classroom.google.com **Class Code**:**e7pmb1b**  sysnsu.weebly.com  **FB Group:**<https://www.facebook.com/groups/sysnsu/> | |

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| Course & Section Information | | | | |
| **Class Time & Location** | | | ST11:20-12:50 at NAC203 | | | | | | |
| **Course Prerequisite(s)** | | | N/A | | | | | | |
| **Course Credit Hours** | | | 3.0 | | | | | | |
| **Course Description** | | | This course will familiarize students with the basic accounting terms and concepts. It will give the students the basic information to understand financial statements and its components. This course will introduce the students to financial statements, steps in the accounting cycle, recording purchases, classifying inventory, introduction to internal control, bank reconciliation, importance of cash flow, and introduction to financial statement analysis. | | | | | | |
| **Course Objectives** | | | * Learn the basic accounting concepts, principles and techniques. * Learn the basic components of financial statement and the source of data used to create them. * Have complete understanding of the accounting cycle. * Understand the importance of accounting in the business environment. | | | | | | |
| **Student Learning Outcomes** | | | Upon the successful completion of this course, a student will be able to:   * Be able to develop a record of transactions that have been undertaken by a business assigning value under correct headers. * Be able to set up financial ledgers to identify a summary balance for a period. * Be able to set up financial statements for a period. * to identify adjusting entries and develop journal entries and postings * Be able to value assets properly and assign proper adjustments for use and deterioration. | | | | | | |
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| Learning Resources And Textbook(s) | | | | |
| **Author** | | | **Title** | | | **Edition & Year** | **Publisher** | **ISBN** | | |
| Jerry J, Weygandt, Donald E. Kieso& Paul D. Kimmel. | | | Accounting Principles | | | 12th Edition, 2014 | John Wiley & Sons | 978-1118342084 | | |
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| Teaching Strategy | | | | | | | | |

Extensive lectures will be given on every topic. Each lecture will cover one or more topic.Summary of the lectures will be available through lecture modules. Students are highly encouraged to take notes carefully. The lectures will be highly interactive. Students are encouraged to participate in discussion and share their ideas.Lectures will be accompanied by a Power Point presentation and videos and case studies when relevant.

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| Assessment Strategy and Grading Scheme | |
| **Grading tool** | **Points** |
| Attendance | 5% |
| Quiz (Best 2 out of 3) | 10% |
| Assignments (Individual) | 10% |
| Midterm 1 Exam | 25% |
| Midterm 2 Exam | 25% |
| Final Exam | 25% |

**Grading Scale:**

NSU standard grading scale will be followed.

Please Refer to NSU Student Handbook, Section: “Grading Policy”

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| Classroom Rules of Conduct | |
| 1. You may use your **laptops** in the class for class related work. Do not use your laptop for non-class related work or in any manner that will be distracting to other students or the instructor. 2. Use of **cell phones** in class is not permitted. 3. Students are advised to frequently refer to the **Student Handbook of North South University** on the following link: 4. **Academic Integrity Policy:**   School of Business and Economics does not tolerate academic dishonesty by its students. At minimum, students must not be involved in cheating, copyright infringement, submitting the same work in multiple courses, significant collaboration with other individuals outside of sanctioned group activities, and fabrications.  Students are advised that violations of the Student Integrity Code will be treated seriously, with special attention given to repeated offences.  Please Refer to NSU Student Handbook, Sections: “Disciplinary Actions” and “Procedures and Guidelines”. | |
| **Late Assignment Policy** |  | |
| Promptness is a highly valued attribute in the workplace. Students are expected to plan ahead to meet deadlines. Faculty reprimand or terminate Students who are repeatedly late in submitting assignments. In this course, submitting assignments late will be penalized. **For each day late**, **10 percent** will be deducted from the final mark of the assignment. | | |
| Exams & Make Up Policy | | | |
| You are expected to attend all quizzes. The number of and criteria by which quizzes count towards your final grade will be at the discretion of the instructor. There will be no make up for any quiz.  In order to complete the course, students MUST sit for the exams. **Make-up exams** are **NOTALLOWED** unless there is a major circumstance preventing the student from sitting in the regular exam (official material evidence is required). The syllabus will be **COMPREHENSIVE** of Midterm#1 and Midterm#2 syllabus and the timing of the makeup will be fixed after Midterm# 2 by the instructor of the course if granted.  **Caution**: the comprehensive exampaperwill be significantly harder than the regular exams!   * **Cell phones/smart watches are prohibited in exam sessions.** * **All the resources along with bags/purses/handbags must be kept at the front of the class during exam.** * **Student MUST bring their own calculators during exam. Use of others calculator/mobile phones as calculators will not be allowed.** | | | |

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| Attendance Policy | | |
| Students are required and expected to attend all classes and participate in class discussions. North South University mandates to fail students who are absent 25% or more from their classes, even if such absences are excusable. Students **will not be allowed** in class after **30 minutes** of the scheduled start of the class. If a student is late for more than 30 minutes, s/he will be considered absent and no request for manually updating attendance will be entertained!  Please Refer to NSU Student Handbook, Section: “Study Principles and Policies” | | |
| Communication Policy | | |
| All communications should take place using the instructor’s email. Announcements in the course website will override any statement made here or in any other handouts. It is the student’s responsibility to be aware of any announcements made via Course Website. | | |
| Appropriate Use Policy | | |
| All members of the North South University community must use electronic communications in a responsible manner. The University may restrict the use of its computers and network systems for electronic communications subject to violations of university policies/codes or local laws or national laws. Also, the university reserves the right to limit access to its networks through university-owned or other computers, and to remove or limit access to material posted on university-owned computers. | | |
| Students With Special Needs | | |
| North South University will provide educational opportunities that ensure fair, appropriate and reasonable accommodation to students who have disabilities/special needs that may affect their ability to participate in course activities or meet course requirements. Students with disabilities are encouraged to contact their instructors to ensure that their needs are met. The University through its Special Need section will exert all efforts to accommodate special needs.  Please Refer to NSU Student Handbook, Section: “Special Needs Services” | | |
| Students Complaints Policy | | |
| Students at North South University have the right to pursue complaints related to faculty, staff, and other students.  The nature of the complaints may be either academic or non-academic.  For more information about the policy and processes related to this policy, you may refer to the students’ handbook. | | |
| Course Contents &Schedule | |  |

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| **No** | **Topic** | **Date/week** |
|  | Accounting in Action | 1st week |
|  | The Accounting Process | 2nd week |
|  | Adjusting Accounts | 3rd week |
|  | Completion of the Accounting Cycle | 4th week |
|  | Review and Exam I | 5th week |
|  | Accounting for Merchandising Operations | 6th week |
|  | Inventories (all methods for valuation) | 7th week |
|  | Review and Exam II | 8th week |
|  | Internal Control and cash (Bank Reconciliation) | 9th week |
|  | Plant Assets, Natural Resources and Intangibles | 10th week |
|  | Statement of Cash Flows (Indirect Method) | 11th week |
|  | Financial Statement Analysis & Final Review | 12th week |

Note: The instructor reserves the right to make changes to the syllabus if necessary.

**Together we will make Accounting learning experience a memorable one!**