

ACCT 2301 – Introductory Financial Accounting

Syllabus – Fall 2021

COVID-19 Guidelines and Resources

The following guidelines and resources outline expectations for students and instructors of record during the Fall 2021 semester.

Instructor Resources

Syllabi Language for Faculty: Masks and Vaccinations

For faculty who would like to include information in your syllabus about the university's policy on masks and vaccinations, you may use the developed language shown below. The inclusion of this language in your syllabus is not required and is at the discretion of the instructor of record. Please remember that Texas Governor Greg Abbott's Executive Order [GA-38](#) prohibits us from mandating vaccines and face coverings for UT Dallas employees, students and members of the public on our campus. However, we strongly encourage all Comets to get vaccinated and wear face coverings as recommended by the CDC. The University of Texas at Dallas (UT Dallas) will continue to share more information and guidance as we get closer to the fall semester.

Classroom Safety and COVID-19^[1] To help preserve the University's in-person learning environment, UT Dallas recommends the following:

Adhere to the University's [CDC Updated Guidelines](#) issued on July 30, 2021. All Comets are strongly encouraged to wear face coverings indoors regardless of vaccination status. Please note this represents a change in the [campus guidance](#) issued on May 20, 2021.

Accommodations for Students Who Miss Class for Reasons Unrelated to COVID-19

Individual faculty maintain their discretion on whether and how to accommodate student absences unrelated to COVID-19.

Accommodations for Students Who Must Isolate or Quarantine Due to COVID-19

To keep the UT Dallas community as safe as possible, the University requires students who test positive for COVID-19 or who are close contacts as determined by the campus contact tracing program to isolate or quarantine as applicable. Faculty will be notified by the Dean of Students' Office if a student in their class has been required to isolate (positive case) or quarantine (exposed). Faculty must make lectures available for those students during the period the students must isolate or quarantine. Faculty who need assistance with providing these students access to course content can contact the eLearning Team at elearning@utdallas.edu. Faculty have the discretion to set an attendance policy for their in-person meetings, but the absences due to COVID-19 cannot be counted against an isolated or quarantined student.

Verifying COVID-19 Isolations or Quarantines

Students need to self-report COVID-19 positive results or exposures via an [online form](#) so that university campus tracers can verify, record, and take necessary campus precautions. When faculty are notified by students rather than by the Dean of Students' Office that the students are isolating or quarantining, the faculty should remind students to self-report via the form; students should not attend class until cleared by campus tracers.

Vaccinations are widely available, free and not billed to health insurance. The vaccine will help protect against the transmission of the virus to others and reduce serious symptoms in those who are vaccinated. You

are encouraged to [get a COVID-19 vaccine](#) and register your vaccination status through the [voluntary vaccine report form](#).

Proactive Community Testing remains an important part of the university's efforts to protect our community. Tests are fast and free. Please check the [Comets United](#) webpage for additional information.

[Student Safety](#) remains an important part of the UT Dallas' efforts to protect our community. All students will adhere to the Comet Commitment. Unvaccinated Comets will be expected to complete the mandatory [Required Daily Health Screening](#). Those students who do not comply will be referred to the Office of Community Standards and Conduct for disciplinary action under the [Student Code of Conduct – UTSP5003](#). All students are encouraged to read the [Recommendations for Students Returning to Campus](#) issued on August 2, 2021.

Visit [Comets United webpage](#) to obtain the latest information on the University's guidance and resources for campus health and safety.

[Previous Campus Communications](#): a list of university announcements made in 2020-2021.

[Registrar's Intranet](#): please log in with your UTD NetID and password to access this site. Information that faculty need about grading, scheduling, and other essential aspects of our responsibilities related to teaching are made available and updated regularly in the Registrar's Intranet. This source of information can only be accessed by logging in with your UTD NetID and password. Many important faculty questions are answered here, and this is information that faculty members are expected to know and understand.

[FERPA Guidelines](#): you will be asked to log in before you access the FERPA Guidelines webpage on the Registrar's Intranet. If faculty have additional questions about FERPA guidance, please contact the Office of the Registrar at records@utdallas.edu for the proper student consent forms and further instructions.

[Honorlock](#): Online proctoring tool will be available for fully online courses and for classes with enrolled international students who are not yet in the United States.

[UT System Resources for Creating Accessible Course Content](#): designed to assist faculty with developing course content

Student Resources

Students who have tested positive for COVID-19 or may have been exposed should not attend class in person and should instead follow required disclosure notifications as posted on the university's website (see "[What should I do if I become sick?](#)")

COVID-19 Resources

[Comets United webpage](#): check frequently

[FAQ](#): check out the FAQs and reach out to your instructor or academic advisor if answers are not included

[Student Resources](#): a variety of resources are available to help students to obtain counseling, health care, and academic support.

Instructor Contact Information

Instructor: Ying Huang
Email: ying.huang1@utdallas.edu
Phone number: 972-883-5989
Office location: JSOM 4.419
Office hours: Friday 4-6pm (virtually through MS Team)

Teaching Assistant: Yang Zhang
Email: yang.zhang15@utdallas.edu
Office hours: Monday 10am-12pm (virtually through MS Team)

Course Information

Course title: Introductory Financial Accounting
Course number: ACCT 2301
Term: Fall 2021

ACCT 2301.010

Time: Tuesday and Thursday 11:30am-12:45pm
If attending onsite: JSOM 2.722
If attending virtually: accessed through Microsoft Team [Click here to join the meeting](#)
Or call in (audio only) +1 737-220-2208, 141530554# United States, Austin
Phone Conference ID: 141 530 554#

ACCT 2301.011

Time: Tuesday and Thursday 1:00am-2:15pm
If attending onsite: JSOM 2.722
If attending virtually: accessed through Microsoft Team [Click here to join the meeting](#)
Or call in (audio only) +1 737-220-2208, 446970481# United States, Austin
Phone Conference ID: 446 970 481#

ACCT 2301.501

If attending onsite: JSOM 2.115
If attending virtually: accessed through Microsoft Team [Click here to join the meeting](#)
Or call in (audio only) +1 737-220-2208, 631040407# United States, Austin
Phone Conference ID: 631 040 407#

Class Attendance

Classroom attendance is critical to your success in this course. I will teach onsite in the classroom but at the same time the class is accessible live through Microsoft Team and is archived in Team. **I expect you all to attend the class, either onsite or through Microsoft Team (synchronously or asynchronously).**

The asynchronous option will be delivered on MS Stream. Class video archives are accessible through MS Team or eLearning.

Assignments & Academic Calendar

ACCT 2301.010 & ACCT 2301.011 (Meet on Tuesdays and Thursdays)					
Week	Date	Chapter	Topic	Quiz	Homework
1	8/24	1	Introduction to financial accounting		
	8/26	1	Financial statements overview		
2	8/31	2	Balance sheet		Homework 1 (due before class)
	9/2	2	Balance sheet (continued)		
3	9/7	3	Income statement	Quiz 1 (due before class)	Homework 2 (due before class)
	9/9	3	Income statement (continued)		
4	9/14	4	Accounting adjustments		Homework 3 (due before class)
	9/16	4	Accounting adjustments (continued)		
5	9/21		Review for Midterm 1	Quiz 2 (due before class)	Homework 4 (due before class)
	TBD	Midterm 1			
6	9/28	6	Sales revenue, receivables, and cash		
	9/30	6	Sales revenue, receivables, and cash (continued)		
7	10/5	7	Cost of goods sold, and inventory		Homework 5 (due before class)
	10/7	7	Cost of goods sold, and inventory (continued)		
8	10/12	8	Long-term assets	Quiz 3 (due before class)	Homework 6 (due before class)
	10/14	8	Long-term assets (continued)		
9	10/19	9	Long-term liabilities		Homework 7 (due before class)
	10/21	9	Long-term liabilities (continued)		
10	10/26		Review for Midterm 2	Quiz 4 (due before class)	Homework 8 (due before class)
	TBD	Midterm 2			
11	11/2	10	Bonds		
	11/4	10	Bonds (continued)		
12	11/9	11	Owners' equity		Homework 9 (due before class)
	11/11	11	Owners' equity (continued)		
13	11/16	12	Statement of Cash flows	Quiz 5 (due before class)	Homework 10 (due before class)
	11/18	12	Statement of Cash flows (continued)		
14	Thanksgiving (no classes)				
15	11/30	Review for Final Exam			
	12/2	Q&A			
16	TBD	Final Exam			
ACCT 2301.501 (Meet on Thursdays)					
Week	Date	Chapter	Topic	Quiz	Homework
1	8/26	1	Introduction to financial accounting		
2	9/2	2	Balance sheet		Homework 1 (due before class)
3	9/9	3	Income statement	Quiz 1 (due before class)	Homework 2 (due before class)
4	9/16	4	Accounting adjustments		Homework 3 (due before class)
5	9/23		Review for Midterm 1	Quiz 2 (due before class)	Homework 4 (due before class)
	TBD	Midterm 1			
6	9/30	6	Sales revenue, receivables, and cash		
7	10/7	7	Cost of goods sold, and inventory		Homework 5 (due before class)
8	10/14	8	Long-term assets	Quiz 3 (due before class)	Homework 6 (due before class)
9	10/21	9	Long-term liabilities		Homework 7 (due before class)
10	10/26		Review for Midterm 2	Quiz 4 (due before class)	Homework 8 (due before class)
	TBD	Midterm 1			
11	11/4	10	Bonds (continued)		
12	11/11	11	Owners' equity (continued)		Homework 9 (due before class)
13	11/18	12	Statement of Cash flows (continued)	Quiz 5 (due before class)	Homework 10 (due before class)
14	Thanksgiving (no classes)				
15	11/30	Review for Final Exam			
16	TBD	Final Exam			

Textbooks and Course Materials

- **Recommended textbook:** *Financial Accounting*, 10th Edition, by Libby, Libby, and Hodge (McGraw-Hill 2019)
NOTE: A more affordable electronic or loose-leaf version is available at the campus bookstore.
- **A basic FINANCIAL calculator:** I will teach with the HP 10bII.
- **Class notes, homework, and other relevant class materials:** <https://elearning.utdallas.edu/>

Course Description

This course is an introduction to business financial reporting designed to create an awareness of the accounting concepts and principles for preparing the three basic financial statements: the income statement, balance sheet, and statement of cash flows.

The course is designed to benefit all business students who will be future users of accounting information. At the end of the semester, you will understand:

- How businesses meet the information needs of investors and creditors
- How businesses operate and how accounting serves them
- The elements of, the relationships among, and the accounting concepts underlying the primary financial statements
- How business transactions are input, processed by an accounting information system, and output by that same system to produce financial statements
- The uses and limitations of financial statements and related information for making business decisions

Student Learning Objectives

- (1) Obtain a basic understanding of financial accounting concepts
- (2) Conduct basic financial ratio analysis
- (3) Compare four main financial statements and understand the relationship with each other
- (4) Discuss how financial accounting information is used to make business decisions

Course assessment

Assignment	Weight
Homework	10%
Quizzes (Best 4 out of 5)	10%
Midterm 1	20%
Midterm 2	20%
Cumulative final exam	40%
Total	100%

- No letter grade will be associated with scores on exams or quizzes during the semester. At the end of the semester, I will calculate composite scores and assign grades in accordance with the guidelines and grading standards for the course. I may curve the final grades if necessary, based on the class average and the academic standards for the course.
- No extra credit or special assignment is available.

Grading questions or appeals

If you feel there exists a grading error on any of the above grade components, or if you feel you need to bring to my attention other facts or circumstances that might affect the grade for that item, you will have one week from the date the grade is posted on eLearning to take such action and have the matter resolved.

Grading Policy

Homework

I will assign 10 sets of homework during the semester. Homework assignments are intended to be a learning experience rather than a grading device. You should develop your best solution for each of the questions, exercises, and problems assigned. **Homework is graded based on completion instead of accuracy.** Each assignment is counted 1% towards your final grade.

Quizzes

Quizzes will be online, close book, and 100% **INDEPENDENT** work! There will be 5 quizzes administered throughout the course. The quizzes will be similar to homework exercises and problems and examples covered in class. There will be no make-up quizzes. However, I will drop your lowest quiz score. If you miss a quiz, your grade will be zero.

Exams

Exams will be online, close book, and 100% **INDEPENDENT** work! There will be three exams in this course. The midterm exams are not cumulative. The final exam will be cumulative. The dates for the exams will be announced later during the semester.

Unexcused absence from a midterm will result in a score of zero. If you miss the midterm exam due to an illness or other emergency reason, you should notify me as soon as possible and provide me with written documentation (e.g., a note from the attending physician) after you return. I have final authority to determine if your absence should be excused. If you have an excused absence from the midterm exam, you will receive extra weight on your final exam to compensate for the missed examination. There will be no make-up midterm exams.

The final exam is mandatory. Unexcused absences from the final will result in a score of zero. Making non-refundable (or non-cancelable) arrangements for travel before the final exam will not constitute an excused absence. **PLEASE NOTE: THERE WILL BE NO EXTRA CREDIT OPPORTUNITIES FOR THIS COURSE.**

Technical Support

If you experience any issues with your UT Dallas account, contact the UT Dallas Office of Information Technology Help Desk: assist@utdallas.edu or call 972-883-2911. UT Dallas provides eLearning technical support 24 hours a day/7 days a week. The services include a toll free telephone

number for immediate assistance (1-866-588-3192), email request service, and an online chat service. Please use this link to access the UTD eLearning Helpdesk:
<http://www.utdallas.edu/elearning/eLearningHelpdesk.html>.

Class Materials

The class materials made available to all students registered for this class as they are intended to supplement the classroom experience. These materials may be downloaded during the course, however, these materials are for registered students' use only. Classroom materials may not be reproduced or shared with those not in class, or uploaded to other online environments except to implement an approved Office of Student AccessAbility accommodation. Failure to comply with these University requirements is a violation of the [Student Code of Conduct](#).

Classroom Conduct Requirements Related to Public Health Measures

UT Dallas will follow the public health and safety guidelines put forth by the Centers for Disease Control and Prevention (CDC), the Texas Department of State Health Services (DSHS), and local public health agencies that are in effect at that time during the Fall 2021 semester to the extent allowed by state governance. Texas Governor Greg Abbott's Executive Order [GA-38](#) prohibits us from mandating vaccines and face coverings for UT Dallas employees, students, and members of the public on campus. However, we strongly encourage all Comets to get vaccinated and wear face coverings as recommended by the CDC. Check the [Comets United: Latest Updates webpage](#) for the latest guidance on the University's public health measures. Comets are expected to carry out [Student Safety](#) protocols in adherence to the Comet Commitment. Unvaccinated Comets will be expected to complete the [Required Daily Health Screening](#). Those students who do not comply will be referred to the Office of Community Standards and Conduct for disciplinary action under the [Student Code of Conduct – UTSP5003](#).

Class Participation

Regular class participation is expected. Students who fail to participate in class regularly are inviting scholastic difficulty. A portion of the grade for this course is directly tied to your participation in this class. It also includes engaging in group or other activities during class that solicit your feedback on homework assignments, readings, or materials covered in the lectures (and/or labs). Class participation is documented by faculty. Successful participation is defined as consistently adhering to University requirements, as presented in this syllabus. Failure to comply with these University requirements is a violation of the [Student Code of Conduct](#).

Class Recordings

Students are expected to follow appropriate University policies and maintain the security of passwords used to access recorded lectures. Unless the Office of Student Access Ability has approved the student to record the instruction, students are expressly prohibited from recording any part of this course. Recordings may not be published, reproduced, or shared with those not in the class, or uploaded to other online environments except to implement an approved Office of Student AccessAbility accommodation. Failure to comply with these University requirements is a violation of the [Student Code of Conduct](#).

NOTE: if the instructor records any part of the course, then the instructor will need to add the following syllabus statement:

The instructor may record meetings of this course. These recordings will be made available to all students registered for this class if the intent is to supplement the classroom experience. If the instructor or a UTD school/department/office plans any other uses for the recordings, consent of the students identifiable in the recordings is required prior to such use unless an exception is allowed by law.

Comet Creed

This creed was voted on by the UT Dallas student body in 2014. It is a standard that Comets choose to live by and encourage others to do the same:

“As a Comet, I pledge honesty, integrity, and service in all that I do.”

Academic Support Resources

The information contained in the following link lists the University’s academic support resources for all students.

Please see <http://go.utdallas.edu/academic-support-resources>.

UT Dallas Syllabus Policies and Procedures

The information contained in the following link constitutes the University’s policies and procedures segment of the course syllabus. Please review the catalog sections regarding the [credit/no credit](#) or [pass/fail](#) grading option and withdrawal from class.

Please go to <http://go.utdallas.edu/syllabus-policies> for these policies.

The descriptions and timelines contained in this syllabus are subject to change at the discretion of the Professor.