

***SOUTH PLAINS COLLEGE IMPROVES EACH STUDENT'S LIFE***

**PRINCIPLES OF FINANCIAL ACCOUNTING  
ACCT 2301**

INSTRUCTOR: Donovan Kauffman  
OFFICE PHONE: 806-716-2909

OFFICE: 309  
email: [dkauffman@southplainscollege.edu](mailto:dkauffman@southplainscollege.edu)

**ONLINE ASSIGNMENTS:**

Homework is assigned to facilitate your understanding of the material. Homework is done online and can be found through the class Blackboard tab Access CNOW. You will need to buy an access code (comes bundled with book from bookstore). If you have Cengage Unlimited (semester or yearly access), it should automatically work. Course key is automatically added by Blackboard. All assignment due dates can be found on the CNOW website. Homework can be submitted late, however, a 15% penalty per day will apply. Quizzes are also in CNOW and can be submitted late with a 25% daily late penalty. If you do not have internet access, you need to find time to go somewhere that does (SPC or Public Library). The CNOW homework manager will show your grades up-to-date. You have 48 hours to dispute any online grades by emailing your instructor. After this time, no grade disputes.

**COURSE GRADE WILL BE ALLOCATED BASED ON THE FOLLOWING POINT SCALE:**

|                           |              |                 |   |
|---------------------------|--------------|-----------------|---|
| Chapter Quizzes*/***      | = 200        | 895-1000 points | A |
| Homework*                 | = 200        | 795-894         | B |
| Research Paper            | = 100        | 695-794         | C |
| Participation             | = 50         | 595-694         | D |
| Test 1**                  | = 150        | Below 594       | F |
| Test 2**                  | = 150        |                 |   |
| Final-Comp. & Mandatory** | = <u>150</u> |                 |   |
| Possible points           | 1000         |                 |   |

\* Your CengageNow % X possible points to arrive at grade.

\*\*Tests will have an at home (online) portion worth 1/3 test grade, other 2/3 in class.

\*\*\*Accountability Assignment counts as Quiz grade and is a requirement for the course (Accounting and Finance majors need a B or higher to meet Tech requirements)

**MATERIALS:**

Financial & Managerial Accounting, 14<sup>th</sup> ed., by Warren, Reeve & Duchac; internet access for Homework (Instant Access Code for 14e – the express does not work), Quizzes and learning resources; scantrons (for Tests), and a simple four-function calculator.

**ATTENDANCE:**

Successful completion of Principles of Accounting is affected by your class attendance. Whenever absences become excessive and, in the instructor's opinion, minimum course objectives cannot be met due to absences, the student should be withdrawn from the course. Students will not have more than **4** absences in this class. Upon the 5<sup>th</sup> absence, I will drop the student (with a grade of **F**) or if after the last drop date, a grade of **F** will be given in the course. In addition, an instructor is required to notify the Office of Student Services when the student has missed every class day during any 14 consecutive calendar-day period, excluding holidays (see college catalog). Attendance is taken at the **first** of class. Only two tardies will be allowed, after two it is an absence. Please attend other sections of the class to make up attendance. This affects the participation grade. You lose 5% for each absence.

**OTHER CLASS RULES:**

Electronic devices like laptops, tablets, and smartphones are permitted as long as it is for class purposes. Violation of this rule and you will be banned from electronic use in class.

## **Course Calender:**

Dates for all online assignments can be found on CNOW. Project due date is by the start of chapter 7. Test dates are always announced in class and happen every four or so chapters. First day of class will be introduction, cover syllabus, and learning strategies. Rest of the semester rotates lecture day then homework day. Lecture day then homework day. After four or so chapters, there will be a test day.

## **LEARNING RESOURCES:**

Many learning resources can be found on the class website (under Blackboard). I will post all class Powerpoint Slides, supplemental Powerpoint Slides, Reviews and a Copy of this Syllabus on Blackboard.

## **DIVERSITY STATEMENT:**

In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

## **Disabilities Statement**

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Reese Center (Building 8) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

## **Non-Discrimination Statement**

South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

## **Title IX Pregnancy Accommodations Statement**

If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact Chris Straface, Director of Health and Wellness at 806-716-2362 or email [cstraface@southplainscollege.edu](mailto:cstraface@southplainscollege.edu) for assistance.