

Benilde–St. Margaret’s High School

Accounting II

St. Mary’s University of Minnesota

AC222 Accounting Concepts

Course Syllabus

Teacher: Mr. John Sabol
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Text: Century 21 Accounting 11e
Century 21 Accounting 11e – Working Papers (online)

College Credit:

This course is being offered for credit through the Saint Mary’s University of Minnesota Program for Advanced College Credit (PACC). Click [HERE](#) to visit program’s website.
Credits Offered: 3

Course Description:

Accounting II builds on concepts from Accounting I to provide a more complex understanding of financial accounting. The class focuses on the accounting process for a merchandising business organized as a corporation.

Expected Student Results:

At the end of the course, the student will be expected to:

1. Understand the purchasing and sale of merchandise.
2. Understand and apply knowledge of specialized journals, subledgers, and controlling accounts.
3. Apply accounting principles to complete accounting cycle for a corporation
4. Recognize examples of accounting fraud, how it occurs, and what legal and ethical steps should be taken to avoid accounting issues.

Classroom Workflow:

1. New material will be introduced through note taking.

2. Class will work together, guided by the instructor, on example problems.
3. Work time will be provided to complete assignments in class.
4. Each chapter's assignment is due before taking the test. Working paper assignments are turned in online via the Mindtap portal.
5. Test dates and assignments are posted on the Powerschool accounting calendar.

Classroom Expectations and Rules:

1. Respectfulness – Be respectful to the class, other students, the instructor, the classroom and materials.
2. Tardies will be given if the student is not sitting in their seat *and* ready to learn at the beginning of class. This includes if BSM or classroom policy is not being followed (examples: arriving late to class, cell phone not housed properly, backpack brought to class, headphones in, hat or hoodie on, unauthorized use of laptop, general disruptiveness, student off task, sleeping, leaving a mess, playing video games, not sitting in assigned seat). The same behaviors will result in a write-up if it occurs after the beginning of class.
3. Late Work – All assignments must be completed and handed in on time. Up to 15% of an assignment can be deducted if turned in late before the test. Furthermore, 30% of an assignment can be deducted if turned in late after the test. Late work is not accepted after the end of the quarter or semester. Some work is considered “class work” where the teacher gives students a specific period of time to complete the assignment. If the student does not complete the assignment during this period of time, the student can receive a “0” for being off-task in class. Make-up assignments and tests will be completed within two days of your return to class.
4. Test retakes are allowed. Student needs to have turned in all missing assignments from the chapter before retaking a test. The student needs to print out, complete, and physically turn in the “Test Retake” form (found online on Powerschool) to retake a test. Students need to retake tests within five days of getting their test back. Students may not retake multiple tests at the end of the semester or any tests after taking the final.
5. Students are not authorized to use their laptop unless directed by the instructor. Laptops are to remain closed until the instructor communicates that students may open their laptops. Students who want to use their accommodation to take notes with their computer need to communicate that with the instructor at the beginning of the semester. Seating will be rearranged to minimize potential for classroom distraction.
6. Headphones should never be in, except during work time.

7. Cell phones are prohibited in the classroom and are not to be used as calculators. The student is responsible for bringing an appropriate calculator.
8. Smartwatches are prohibited.
9. Students are required to work on Accounting assignments during work time. The only exception is if the student has completed and turned in all accounting work.
10. All assignments must be completed individually unless specifically assigned as a group assignment. **Turning in someone else's work is always considered cheating and will result in an automatic "0" on the assignment and a write-up to your dean.** Sharing your work with another student is also considered cheating and will result in the same consequences. If caught cheating on an assignment, previously turned in assignments will be re-examined to determine if they were legitimately turned in and if previous assignments will also be counted as "0's".
11. Only students who have an accommodation can take a test in an alternative setting. Students who want to use their accommodation need to communicate their intent to do so the class *before* the test.
12. This class follows all the rules of the BSM student handbook. Consult the handbook for specific policy questions.

Students failing to follow the above expectations/rules will face the possibility of loss of participation points, loss of computer privileges, detention, suspension, referral to the appropriate dean of students, or any combination of the above.

Grading Scale:

A	93 – 100%	B+	87 – 89%	C+	77 – 79%	D+	67 – 69%
A-	90 – 92%	B	84 – 86%	C	74 – 76%	D	64 – 66%
		B-	80 – 83%	C-	70 – 73%	D-	60 – 63%
						F	0 – 59%

Evaluation:

Components included in your grade are as follows:

- Formative (assignments) - 30%
- Summative (test, final) - 70%

Course Guide:

Ch. 9 – Accounting for Purchases and Cash Payments

9-1 Subsidiary Ledgers and Controlling Accounts

9-2 Accounting for Merchandise Purchases

- 9-3 Posting from a Purchases Journal
- 9-4 Accounting for Cash Payments
- 9-5 Posting from a Cash Payments Journal
- Ch. 10 – Accounting for Sales and Cash Receipts**
 - 10-1 Accounting for Sales on Account
 - 10-2 Posting from a Sales Journal
 - 10-3 Accounting for Cash and Credit Card Sales
 - 10-4 Posting from a Cash Receipts Journal
- Ch. 11 – Accounting for Transactions Using a General Journal**
 - 11-1 Accounting for Purchases Transactions Using a General Journal
 - 11-2 Recording Sales Transactions Using a General Journal
 - 11-3 Accounting for the Declaration and Payment of Dividend
- Ch. 14 – Accounting for Uncollectable Accounts Receivable**
 - 14-1 Uncollectable Accounts Receivable
 - 14-2 Writing Off and Collecting Uncollectable Accounts Receivable
 - 14-3 Promissory Notes
- Ch. 15– Preparing Adjusting Entries and Trial Balance**
 - 15-1 Planning Adjusting Entries
 - 15-2 Adjusting Merchandise Inventory and Interest Receivable
 - 15-3 Adjusting Accumulated Depreciation
 - 15-4 Calculating Federal Income Tax
- Ch. 16 – Financial Statements and Closing Entries for a Corporation**
 - 16-1 Preparing an Income Statement
 - 16-2 Preparing a Statement of Stockholder’s Equity
 - 16-3 Preparing a Balance Sheet
 - 16-4 Recording Closing Entries for Income Statement Accounts
 - 16-5 Preparing a Post-Closing Trial Balance
- Ch. 17 – Financial Statement Analysis**
 - 17-1 Vertical Analysis of an Income Statement
 - 17-2 Vertical Analysis of a Balance Sheet
 - 17-3 Horizontal Analysis
 - 17-4 Analyzing Financial Statement Using Financial Ratios