

(DOC#108)

SAULT COLLEGE OF APPLIED ARTS & TECHNOLOGY
SAULT STE. MARIE, ONTARIO

COURSE OUTLINE

COURSE TITLE: ACCOUNTING PRINCIPLES II

CODE NO.: ACC221 SEMESTER: THREE

PROGRAM: ACCOUNTING

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APPROVED: Rose M. Turin
DEAN, SCHOOL OF BUSINESS &
HOSPITALITY

95/05/09
DATE

ACCOUNTING PRINCIPLES II

ACC221

COURSE NAME

COURSE CODE

Prerequisite: Accounting Principles I (ACC108)

Text: Intermediate Accounting, 7th Canadian Edition
Nelson, Conrad
AccPac Plus, 6.0/6.1 for Business, Latif-Pembry,
Schalia

I. PHILOSOPHY/GOALS:

This course will review and expand on the topics covered in previous accounting courses. A better understanding of financial statements will be the purpose of the theory for this course. The practical component of this subject will involve hands on lab work with automated accounting software with emphasis on preparing the student to become familiar with products most widely used in the workplace.

II. STUDENT PERFORMANCE OBJECTIVES:

Upon successful completion of this course, the student will:

1. Illustrate an understanding of the accounting environment in Canada, historical development, generally accepted principles, usefulness and roles in modern business.
2. Demonstrate the accounting process at an intermediate level with emphasis on proper financial reporting to end users.
3. Display a greater understanding of the main financial statements and related issues of importance to maintain public confidence in the accounting product.
4. Identify issues of importance in controlling cash and receivables and be able to problem solve situations involving these components.
5. Be proficient in the use of the AccPac Accounting Software package including the stages of set up; daily operations; and period end closing.

III. TOPICS TO BE COVERED:

1. Introduction and historical development of financial accounting and reporting.
2. Generally accepted accounting principles and the elements of financial statements.
3. An advanced and expanded review of the accounting process.
4. The Income Statement and Statement of Retained Earnings.
5. The Balance Sheet and Statement of changes in Financial Position
6. A detailed look at Cash and Receivable topics.
7. Hands on lab work using AccPac 6.0.

IV. COURSE OBJECTIVES:

UNIT 1 - Chapters 1-3
Introduction to AccPac 6.0 - General Ledger

The student will demonstrate proficiency in the following topics areas:

Chapters 1-3 - Review of Basic Accounting Procedures

- a) the history of accounting theory
- b) principles and concepts upon which accounting theory is based:
 - i) Separate Entity Assumption
 - ii) Continuity Assumption
 - iii) Unit of Measure Assumption
 - iv) Limitations of Statement Information
 - v) Roles and Objectives of Financial Reporting
 - vi) Relevance vs Reliability
 - vii) Conservatism
 - viii) Other Considerations and Constraints
 - ix) Benefits vs Cost
 - x) Materiality
 - xi) Revenue Principle
 - xii) Matching Principle
 - xiii) Full Disclosure
 - xiv) Cost Principle

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- c) Information Systems and the recording function
- d) The matching process and various approaches to adjustments
- e) Closing procedures and reversing entries.

TEST#1

AccPac 6.0 - General Ledger

- a) How General Ledger Works
- b) Define the G/L Company Profile
- c) Defining background information
- d) Creating the Chart of Accounts
- e) Defining account groups
- f) processing batches
- g) Analyzing a batch listing
- h) Printing batches and reports

UNIT 2 - CHAPTERS 4 AND 5

Working with AccPac 6.0 - Accounts Payable

Chapter 4 - Income Statement, Retained Earnings

- a) Timing of income recognition
- b) Recognition of gains and losses
- c) The multiple step and single step income statements
- d) The treatment of non-operating income and expenses and unusual items
- e) Earnings per share
- f) Correction of errors
- g) Changes in accounting principle
- h) Prior period adjustments
- i) Combined statement of income and retained earnings
- j) Disclosure and notes to financial statements

Chapter 5 - Balance Sheet and Statement of Cash Flows

- a) Current and non-current assets
- b) Current and long term liabilities
- c) Owners' equity
- d) Statement of changes in financial position

AccPac 6.0 - Accounts Payable

- a) How accounts payable works
- b) Define the A/P company profile
- c) Defining background information
- d) Creating vendor records
- e) Printing vendor lists and statistics
- f) Processing batches
- g) Analyzing a batch listing
- h) Printing batches and reports
- i) Processing accounts payable transactions
- j) Posting to the general ledger

TEST #2

UNIT 3 - CHAPTER 8

Working with AccPac 6.0 - Accounts Receivable

The student will demonstrate proficiency in the following topic areas:

Chapter 8 - Cash and Receivables

- a) control of cash
- b) petty cash funds
- c) bank reconciliations
- d) determining receivable balances
- e) estimating uncollectible accounts
- f) valuation of notes receivable
- g) discounting notes receivables
- h) financing with receivables
- i) balance sheet presentation of receivables

AccPac 6.0 - Accounts Receivable

- a) How accounts receivable work
- b) Define the A/R company profile
- c) Defining background information
- d) Creating customer files
- e) Processing batches
- f) Analyzing a batch entry
- g) Printing batches and reports
- h) Processing accounts receivable transactions
- i) Posting to the general ledger

TEST #3

METHOD OF EVALUATION:

The final grade will be based on term work of three, one-hour tests on the theory portion of the course and a number of lab assignments as follows:

Test #1	20%
Test #2	20%
Test #3	20%
Lab Assignments	40%

100%

A final exam will be made available at the end of the semester for those who have not achieved a passing grade and wish to replace their mark on the exam for a failed or missed test.

Grades will be as follows:

A+	90-100%
A	80- 89%
B	70- 79%
C	60- 69%
R	Under 59%