

**AIS 100 – INTRODUCTORY FINANCIAL ACCOUNTING**  
**Syllabus and Instructions**  
**Fall 2008 – MW Sections**

**Section Number:** \_\_\_\_\_ **Classroom:** \_\_\_\_\_  
**Instructor:** \_\_\_\_\_ **Time & Days:** \_\_\_\_\_  
**Office Hours:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**COURSE ADMINISTRATION**

Faculty Coordinator: **Professor Larry Rittenberg**  
Office: Grainger 4133 D  
Telephone: 262-2267  
Email: lrittenberg@bus.wisc.edu

Ph.D. Coordinator: **Laura Michalski**  
Office: Grainger 4185  
Email: lmichalski@wisc.edu

**OBJECTIVES**

This course is designed to **provide a basic understanding of financial accounting**, including introductory accounting theory, concepts, principles and procedures. Specific attention will be devoted to **the preparation, understanding, and analysis of financial data and financial statements**. Students will also be exposed to current events in accounting and application of business ethics. Students will be expected to interpret current events in terms of accounting measurements and communication.

Upon successful completion of this course, students should be able to:

- Read, understand, and analyze basic financial statements;
- Apply basic accounting concepts to determine appropriate accounting for transactions or events;
- Determine appropriate journal entries to record accounting events;
- Understand and evaluate alternative approaches to account for various transactions or changes in value of assets or liabilities;
- Analyze the economic ramifications of various current events and political issues.

**NOTE:** In order to perform well in this class, **extensive preparation is required prior to each class meeting**. In addition, over the course of the semester, every attempt will be made to follow the daily schedule listed in the syllabus. However, depending on overall class progress, the syllabus may be adjusted. Any departures from the syllabus will be announced in class.

**TEXT**

The required text is **Kimmel, Weygandt & Kieso's *Financial Accounting – Tools for Business Decision Making, Fourth Edition* [John Wiley & Sons, Inc., 2007]**. Bring your text to each class session. The Student Workbook shrink-wrapped with the text includes study objectives, a chapter review, exercises, solutions to the exercises, etc.

You are required to complete and submit assignments (graded) online through WileyPLUS. **You must purchase access to WileyPLUS.** Purchase options for the text and WileyPLUS are:

1. Purchase **new** text with WileyPLUS through the University Bookstore. If purchased new at the bookstore, WileyPLUS is automatically included with the text. Be careful if you purchase the text elsewhere, as WileyPLUS is not typically included with the text.
2. Purchase WileyPLUS as a **stand alone item** (includes a complete hyper-linked electronic copy of the text, not a paper copy of the text) at <http://www.wiley.com/college/buywileyplus>. (Under Business-Accounting, Kimmel / Financial Accounting: Tools for Business Decision Making, Fourth Edition **STANDARD**, *WileyPLUS* Registration Code. Note: Purchase the standard, not premium.) If you do not opt out of receiving emails from Wiley, you will receive an email from Wiley about two weeks after your purchase with an opportunity to purchase a paper copy of the text for 50% off. Therefore, it is important that you **do not opt out of receiving email from Wiley** (this is a check-box option during your purchase).
3. Purchase a **used** copy of the text. If you do this, you will **also be required to purchase WileyPLUS as a stand alone item** (number 2 above). **Be sure that the text is the fourth edition.**

## COURSE WEBSITE

You may access the course website through **WileyPLUS** at:  
<http://edugen.wiley.com/edugen/class/cls>            /

This site requires a password which is either included in textbook or purchased directly from publisher website for access. The WileyPLUS website **includes the assignments (graded)**, tutorials, PowerPoint slides, and other supplementary materials.

In addition, on this website you will find the general syllabus followed by each section and **exam dates/times/locations (in announcements)**.

Please note that the University of Wisconsin-Madison is not responsible for technical problems with WileyPLUS.

Useful links:

- How to Use WileyPLUS website: <http://www.wiley.com//college/fdoc/howto.html>
- Wiley Tech Support: <http://www.wiley.com//college/fdoc/support.html>

## INSTRUCTOR'S OFFICE HOURS

During office hours, students may check homework solutions, ask questions, and discuss any other aspect of the course with the instructor. **Please take advantage of this resource.** If these hours conflict with your schedule, arrange to meet with the instructor at a time that is more convenient for both of you.

## ATTENDANCE AND CLASS PARTICIPATION

**Regular attendance and class participation are expected of all students.** Because the course covers a great deal of material, attending every class session is very important for performing well.

Group discussions of the course material are an important part of the learning process in this course. **Students are expected to make a meaningful contribution to the class**, whether by asking questions, responding to questions, or contributing in other ways to class discussion.

## COURSE GRADES

In addition to the relative weighting of exams, quizzes, and class participation, there are two things that you should especially know about the grade determination in this class:

1. Your Instructor, under the supervision of Professor Rittenberg, will be the individual who makes the primary determination of your grade. In other words, your Instructor will be responsible for assessing your class participation, your quizzes, attendance, and other factors that reflect your overall performance in the class. Thus, it is important to note that GRADES ON EXAMS are important, but only counts for about two-thirds of your grade.
2. Your grade will depend on your overall performance against a standard of excellence that we have held in the accounting department for a number of years. We will not curve the course just for the purpose of creating a curve. The determination of the cut-off grades is dependent on the difficulty of each exam, your performance on the exam, and your performance in class.

NOTE: Attending office hours held by your Instructor may be important, but is not a substitute for class participation, and will not be a factor in determining your grade for class participation.

Final course grades will be based on the following four components:

Exam 1 (Thursday, October 2)	125 points
Exam 2 (Thursday, November 13)	125 points
Final Exam (Thursday, December 18)	<u>150 points</u>
<i>Exam Subtotal</i>	400 points
Individual Section Component	<u>235 points</u>
<b>Total Exam and Individual Section Points</b>	<b><u>635 points</u></b>

It should be noted that even though letter grades are given following each midterm examination, the letter grade received is not necessarily reflective of what the student will receive as a grade for the course (in other words, the final class grade is not an average of individual component letter grades).

Midterm letter grades are only given to let the student know how he/she performed on that specific exam, relative to everyone else enrolled in AIS 100. Final grades for the class are determined by each Instructor under grading guidelines prepared for the class, and will be based on total accumulated points.

Individual section components (235 maximum points) will be based on in-class quizzes, graded homework, a semester project, and classroom participation. This component consists of the following items:

In-Class Quizzes	50 points
WileyPlus Graded Homework	100 points
Accounting Analysis Project	35 points
Participation	<u>50 points</u>
Total Individual Section Component	235 points

The following factors are considered in the class participation points assigned by your instructor:

1. Attendance.
2. Volunteering answers to questions or asking good questions.
3. Responses to cold-calling.
4. Responses to assigned discussion questions.

For example, attending every day, but with no responses on items 2, 3, and 4 above, would result in a maximum score of 25 out of 50. Non-attendance and poor responses in categories 2, 3, and 4 will lead to an even lower score.

Your Instructor will assign each question noted under the column labeled “Discussion Questions” on the last three pages of the syllabus to 2-3 students. Students assigned to the discussion question will be responsible for preparing a thorough response to the question and leading class discussion for that question on the designated day of assignment. Student responses to these questions will factor into Item 4 above and be included in a student’s class participation points.

## EXAMINATIONS

**There will be three exams during the semester, including the final exam.** Each exam will run for two hours. Please note that the midterm exams will be given from 7:15 to 9:15 p.m. The midterm examinations may be composed primarily of multiple-choice questions, short answer questions, essay questions, problems, and the preparation of financial statements or other financial data.

The self-study questions at the end of each chapter, homework assignments, and notes taken during class discussion provide an excellent resource for studying for exams. The final exam will be cumulative, covering all of the material considered in this course, but will emphasize material since the last exam (about 50% of the final).

You must sit for the **first two exams** on the dates and times scheduled. It is your responsibility to check the dates and times of exams in other courses for which you are registered. **If you continue in this course, it will be assumed that you have no conflicts with these two exams.** If conflicts arise over the timing of the final examination due to conflicting block exam times set by the registrar’s office, accommodations for an alternative final exam will be made. You will not be permitted to miss any examination in this course because of travel plans.

## EXAMINATION SCHEDULE

Exam	Date	Time	Material Included
Exam 1	Thursday, October 2	7:15 – 9:15 p.m.	Chapters 1 through 5
Exam 2	Thursday, November 13	7:15 – 9:15 p.m.	Chapters 6 through 10
Final Exam	Thursday, December 18	10:05 – 12:05 a.m.	Cumulative

## QUIZZES

**There will be five quizzes during the semester.** Quizzes may or may not be announced in advance. Quizzes will test your knowledge of both concepts and the application of those concepts, as well as knowledge of current events in accounting discussed in class.

## HOMEWORK ASSIGNMENTS

1. Homework assignments are the basis for class discussion. Homework is an important part of the learning process. If you do not attempt to complete the assignments before class, it is likely that your performance in the course will suffer.
2. You are allowed and encouraged to help each other with the daily homework and class preparation. Additional help with homework is available from (1) the instructor during office hours, (2) the Learning Center in Grainger Hall, (3) weekly Beta Alpha Psi tutoring sessions, and (4) private tutors (A tutors list will be available from your instructor).
3. It is expected that homework assignments will be completed prior to the start of class. Homework assignments are taken from the questions (Q), brief exercises (BE), exercises (E), problem set A (P-A), and the “Broadening Your Perspective” (BYP) questions at the end of each chapter. There are two types of homework assignments: 1.) WileyPLUS Questions and 2.) Discussion Questions. A schedule of each type of question and when it will come due is shown at the end of this syllabus. **Those questions designated as WileyPLUS Questions must be completed in WileyPLUS at least two hours before the start of the class in which they are due, as listed on the syllabus.** These questions will make up the total 100 points allocated to WileyPLUS homework in the Individual Section Component of your grade. You may wish to bring a printed copy of your completed assignments in WileyPLUS to class to facilitate discussions.

The second type of question, Discussion Question, is NOT completed in WileyPLUS but should be reviewed prior to the start of class as they will be discussed in class and factored into your Participation grade. As noted above, each discussion question will be assigned to 2-3 students who are responsible for preparing a thorough response to the question and for leading class discussion. Students not assigned to particular Discussion Questions are still responsible for preparing answers to those Discussion Questions and are expected to participate in class discussion as it will factor into the Participation component of the grade.

Note that certain Discussion Questions labeled as “Activity X” are not accessible through the textbook or WileyPlus. These questions will be distributed by the Instructor prior to the designated due date.

4. Answers to homework problems will be made available in WileyPLUS after all sections assigned homework have come due.
5. No exceptions will be made for late homework. If a student does not complete the homework in WileyPlus by the assigned due date, zero points will be given to the student for that assignment.

## Semester Project

Each student will develop an “Accounting Analysis” project – with the specific approval of the Instructor for the section. This project is designed to demonstrate the student’s understanding of the application of

accounting, ethics, and business purpose of accounting. The project is worth a total of 35 points. The Instructor will communicate more information about the Semester Project as the semester continues. The due date of the Semester Project is **Wednesday, November 26**. **NO exceptions** will be made for late projects.

**ACCOUNTING 100 – Fall 2008 – Homework Assignments (Page 1 of 3)**

<u>Date</u>	<u>Day</u>	<u>Chapter</u>	<u>HMWK#</u>	<u>WileyPLUS Questions</u>	<u>Discussion Questions</u>
Sep 3	W	Course Introduction 1. Introduction to Financial Statements			BYP1-1, BYP1-6
8	M	(Finish Chapter 1) 2. A Further Look at Financial Statements	HMWK1	E1-3, E1-5, E1-8, E1-16, E2-7	P1-5A, BYP1-8, BYP2-4, BYP2-9
10	W	(Finish Chapter 2) 3. The Accounting Information System	HMWK2	P2-4A, E2-11, E3-3, P3-2A	Activity 1
15	M		HMWK3	E3-6, P3-4A, E3-12, P3-7A	Current Events, BYP3-1, BYP3-5
17	W	4. Accrual Accounting Concepts (skip Appendix)	HMWK4	E4-5, E4-11	E4-1, E4-7
22	M		HMWK5	P4-3A, P4-8A	BYP4-5, BYP4-7 except part c
24	W	5. Merchandising Operations	HMWK6	P5-2A	P5-8A
29	M		HMWK7	E5-9, P5-9A	Current Events, BE5-8, BYP5-1
Oct 1	W	Finish Chapter 5 & Review (1-5)			BYP5-4
2	R	<b>Exam 1 – 7:15–9:15 pm</b>			
6	M	Go Over Exam 1. 6. Reporting and Analyzing Inventory (including Appendix 6A & 6B)	HMWK8	E6-4	P6-1A
8	W		HMWK9	P6-5A, P6-7A	P6-8A, BYP6-9
13	M		HMWK10	P6-6A	Activity 2 & 3, Current Events, BYP6-4
15	W	7. Internal Control and Cash (skip Appendix)	HMWK11	BE7-3, BE7-4, E7-7	P7-2A, P7-8A
20	M		HMWK12	E7-12, *E7-13	BYP7-1, BYP7-5, BYP7-7

**ACCOUNTING 100 – Fall 2008 – Homework Assignments (Page 2 of 3)**

<u>Date</u>	<u>Day</u>	<u>Chapter</u>	<u>HMWK#</u>	<u>WileyPLUS Questions</u>	<u>Discussion Questions</u>
Oct	22	W			
		8. Reporting and Analyzing Receivables	HMWK13	P8-1A, P8-3A, P8-6A	E8-5, Q-7, Q-13, Q-14, Q-15
	27	M	HMWK14	P8-7A	Current Events, E8-12, BYP8-4, BYP8-9
	29	W	HMWK15	E9-1, E9-4, P9-3A	Activity 4, Q-1, Q-2, Q-16, Q-18, Q-26, Q-15
Nov	3	M	HMWK16	P9-4A, P9-7A	BYP9-1, BYP9-9
	5	W	HMWK17	P10-1A, *BEC-7, *BEC-8, *BEC-13	Q-4, Q-8, Q-20, E10-6
	10	M	HMWK18	P10-7A, P10-8A	Current Events, E10-10, E10-17, P10-6A
	12	W	HMWK19	P10-10A, P10-11A	BYP10-10
	13	R			
		<b>Exam 2 – 7:15–9:15 pm</b>			
		Go Over Exam 2 & Start 11. Stockholders' Equity (including Appendix)	HMWK20	E11-1, E11-2	BE11-1, Q-5, Q-8
	17	M	HMWK21	E11-4, P11-2A	Activity 5, Q-9, Q-23, E11-13
	19	W	HMWK22	*ED-1, *ED-3	Current Events, BYP11-7, BYP11-10, Q-1, Q-12
	24	M	HMWK23	*PD-2, *PD-5	Q-8, Q-9
	26	W	HMWK24	E12-2, E12-3, E12-12	Q-2, Q-9, Q-12, BYP12-4
Dec	1	M	HMWK25	P12-8A, P12-10A, P12-12A	Current Events
	3	W	HMWK26	BE13-2, E13-1, E13-2	Activity 6 & 7, Q-1, Q-3, Q-14, BYP13-6
	8	M			
		13. Only SO 1-3 (pp. 646-652)	HMWK26		

ACCOUNTING 100 – Fall 2008 – Homework Assignments (Page 3 of 3)

<u>Date</u>	<u>Day</u>	<u>Chapter</u>	<u>HMWK#</u>	<u>WileyPLUS Questions</u>	<u>Discussion Questions</u>
10	W	Review / Catch-up			Q-15, Q-17, Q-22 (Chapter 13)

\* NOTE: Homework questions marked with an asterisk are not in WileyPLUS. These problems should be completed by hand and turned into your instructor on the designated due date.

**Final Exam: Thursday, December 18 10:05-12:05 p.m.**