Course Information

Semester & Year:	Spring 2025
Course Title:	Accounting Principles I
Course Prefix & Number:	ACC 111
Section Number:	29103
Credit Hours:	3
Start Date:	Monday, March 17, 2025
End Date:	Thursday, May 8, 2025

Course Format

The course format for this course is online. Graded work is due every Wednesday and Saturday at 11:59pm, however, students may still turn in work on Sunday of the same week for full-credit. After Sunday at 11:59pm, late work will receive a 25% penalty.

Two exceptions for due dates are the Orientation Module and the Final Exam. These MUST be turned in on the due date listed, NOT by Sunday.

Instructor Information

Instructor:	Steven Force
Email:	steven.force@scottsdalecc.edu
Office Hours:	By appointment

Course Description

Fundamental theory of accounting principles and procedures.

Prerequisites

None

Course Competencies

1. Demonstrate generally accepted accounting principles.
2. Analyze, journalize, and post business transactions using debits and credits.
3. Prepare a simplified balance sheet and income statement.
4. Compare and contrast accrual and cash basis methods of accounting.
5. Prepare an eight-column worksheet and make required adjusting, closing, and reversing entries to complete the accounting cycle.
6. Describe accounting procedures applicable to a merchandising business.
7. Use special journals and subsidiary ledgers.
8. Describe a petty cash system.
9. Prepare a bank reconciliation.
10. Describe uncollectible accounts receivable transactions.
11. Explain and use perpetual and periodic inventory systems for a merchandising firm.
12. Describe inventory cost flow methods.
13. Calculate gross pay, deductions, net pay, and record payroll entries.

Texts and Course Materials

Title: *Accounting Principles, 14th Edition*

Author: Weygandt, Kimmel, Kieso

Publisher: Wiley

You have free access for the first 14 days.

From the SCC bookstore, you will purchase either:

Option 1

An access code, which gives you access to the eText and assignments system.

ISBN: 9781119806103

Bookstore Price: $53.50 + delivery fees and taxes

OR

Option 2

An access code, which gives you access to the eText and assignments system PLUS a loose-leaf paper copy of the textbook.

ISBN: 9781119707103

Bookstore Price: $139.00 + delivery fees and taxes

NOTE: The SCC Bookstore is the cheapest place to purchase an access code. Do not wait until your free trial has ended to purchase your code from the bookstore, as it usually takes one business day to obtain the code, and 7-10 days to receive the code with a hard-copy of the book.

Course Technologies

View the [Accessibility Statements & Privacy Policies](#) of technologies used in this course.

Maricopa Systems

This course uses key Maricopa systems for course management and communication.

- Canvas Learning Management System
- Student Maricopa Gmail Account

Streaming Media/Audio/Video Tools

This course uses webcasting, lecture capture systems, YouTube, and/or other streaming media services.

- YouTube

Plagiarism Checker Tool (Turnitin)

Turnitin is a plagiarism check tool that matches text to a vast database of sources including the internet, published works, commercial databases and student work submitted to Turnitin in institutions internationally. Students must submit designated papers to Turnitin when instructed. Information and instructions for Turnitin are provided in the course. For your reference, read the [Turnitin Terms of Service](#).

Course Policies

The following are policies specific to this course. Students are also responsible for the college policies included on the [Student Regulations](#) page of the Maricopa Community College District website.

1. Students must complete the Orientation Module by the due date listed to confirm their attendance in the class. Students who do not complete the Orientation Module activities may be withdrawn, so they may receive a refund.
2. Homework is completed online through the links provided in Canvas. There are 12 Homework assignments worth 20 points each. Homework can be turned in late until the Sunday after the due date to receive full credit.
3. There are 13 quizzes worth 10 points each. Quizzes (with the exception of the Orientation Quiz) can be turned in late until the Sunday immediately following the due date to receive full credit.
4. Video checkpoint assignments are to highlight the important concepts from the module. There are 12 video checkpoint assignments, worth 20 points each. Video checkpoint assignments can be turned in late until the Sunday immediately following the due date to receive full credit.

5. The project in Module 7 is an assignment that covers the content of the first 6 modules of the course. It will be completed in Wiley, and must be completed independently.
6. The midterm exam is timed and taken online through Wiley. Midterms can be turned in until the Sunday following the due date for full credit. After that, they may not be taken late without documentation for a valid, excused absence.
7. The final exam is timed and consists of two parts. Part I is multiple choice and taken on Canvas, similar to quizzes. Part II is short-answer questions, similar to homework assignments, and taken on Wiley. Final exams **CANNOT** be turned in late.
8. Any work submitted after the Sunday of the week that it's due will receive a 25% late penalty.

Generative Artificial Intelligence (AI) Policy

Opening Statement Regarding Generative Artificial Intelligence (AI)

The World Economic Forum defines generative AI as "a category of artificial intelligence (AI) algorithms that generate new outputs based on the data they have been trained on. Unlike traditional AI systems that are designed to recognize patterns and make predictions, generative AI creates new content in the form of images, text, audio, and more."

Some examples of generative AI tools include but are not limited to: ChatGPT, Google Bard, Microsoft Copilot, Stable Diffusion, GrammarlyGo, and Adobe Firefly.

No Generative Artificial Intelligence (AI) Allowed

In this class, all work submitted must be your own. The use of generative AI tools will be considered academic misconduct (see Administrative Regulation 2.3.11 1.B(b)) and will be treated as such. If you are unsure if the tool or website you are using is a generative AI tool, please contact the instructor for further clarification before using the tool or website.

Grading Standards & Practices

Grade Scale

Letter Grade	Points Range
A	90 – 100%
B	80 – 89%
C	70 – 79%
D	60 – 69%
F	0 – 59%

Assignments

Assignment Name	Points	Percent of Grade
Homework	240	24%
Quizzes	130	13%
Video Checkpoints	180	18%
Project	150	15%
Midterm Exam	150	15%
Final Exam (Part I & Part II)	150	15%
TOTAL:	1000	100%

NOTE: I know you are busy. Therefore, all assignments (except the Orientation Quiz and Final Exam) can be turned in by the Sunday of the week they are due for full-credit. However, you should try to stay on schedule, or even work ahead if you can to protect against emergencies.

Student/Instructor Interaction

In this course, you can expect regular and substantive interaction (RSI) that aligns with Scottsdale Community College's mission to provide challenging and supportive learning experiences and the US Department of Education's requirement for regular and substantive interaction (RSI) for online courses. My commitment to your success includes the following:

- Promptly responding to student questions about the course sent via email or the Canvas inbox.
- Regularly posting announcements about the course content and activities.
- Monitoring your academic progress and communicating concerns, as needed.

Response Time

I will do my best to respond to you as quickly as possible if you send me an email (steven.force@scottsdalecc.edu) or through a Canvas message. However, the official policy is that you can expect a response within one to two business days.

Students can expect assignments to be graded within one week of the assignment's due date. When the assignments get graded, please review feedback left on the graded assignments to help you with future assignments.

Attendance Policy

Any student not completing two or more modules by their due date may be withdrawn. Each homework, quiz, and video checkpoint constitutes one-third of a module. The project, midterm exam and final exam count as an entire module each.

Instructional Contact Hours (Seat Time)

This is a three (3) credit-hour, accelerated 8-week course. Since our course is accelerated, you should expect to spend 18-20 hours per week on course materials and assignments.

Tutoring

The Accounting & Statistics Learning Center provides **FREE** tutoring assistance for our course.

In-Person Tutoring (BUS-112)

Monday-Thursday: 8am-7pm

Online Tutoring (Google Meet)

Monday-Thursday: 4pm-7pm

Friday: 10am-2pm

Sunday: 6pm-9pm

24/7 Tutoring

As much as possible, it is highly recommended that you utilize SCC tutors since they are more familiar with SCC coursework, instructor expectations, and assignments; however, if you need to work with a tutor outside regular hours, you have access to a 24/7 online tutoring service called Brainfuse. Brainfuse provides online tutoring in a variety of academic subjects. Each student may utilize up to 6 hours of online tutoring through Brainfuse per semester, and has the option of requesting additional time if needed.

To access Brainfuse and begin working with a tutor:

1. Visit the [SCC Online Tutoring Services Through Brainfuse](https://www.scottsdalecc.edu/students/tutoring/online-tutoring) page (https://www.scottsdalecc.edu/students/tutoring/online-tutoring)
2. Click the **Visit a tutor online** button
3. Enter your MEID and password
4. Choose your topic and subject
5. Click the **Connect** button

Please use your time effectively and be prepared with your questions before you connect to a tutor. Tutors and students communicate in real-time so whatever you type,

draw, or share on the screen, the tutor sees, and vice versa. You may also want to have screenshots ready if applicable. All Brainfuse sessions are recorded for review later.

Learning Tools and Your Privacy and Security

SCC utilizes a variety of software applications and web-based tools operated by third party vendors to support student learning. To allow student access to the application, site or tool, certain identifiable information may be required to establish a user name or password, and submit work and/or download information from these tools. Inherent with all internet-based tools, there is a risk that individuals assume when electing to use these tools, as they may place information at risk of disclosure.

To use learning tools responsibly, please observe all laws and the Maricopa Community College District [Student Conduct Code](#), such as copyright infringement, plagiarism, harassment or interference with the underlying technical code of the software. As a student using a learning tool, you have certain rights. Any original work that you produce belongs to you as a matter of copyright law. You also have a right to the privacy of your educational records. Your contributions to learning tools constitute an educational record. By using the tool, and not taking other options available to you in this course equivalent to this assignment that would not be posted publicly on the internet, you consent to the collaborative use of this material as well as to the disclosure of it in this course and potentially for the use of future courses.

Students are responsible for the information contained in this syllabus, the Syllabus page in your Canvas course and the **College Policies & Student Services** page found in the First Steps module of your Canvas course. Students will be notified by the instructor of any changes in course requirements or policies.

Course Schedule

Subject to change

Date	Assignments Due at 11:59pm
March 19 **	Orientation Quiz
March 22	Module 1: Homework, Quiz, Video Checkpoint
March 26	Module 2: Homework, Quiz, Video Checkpoint
March 29	Module 3: Homework, Quiz, Video Checkpoint
April 2	Module 4: Homework, Quiz, Video Checkpoint
April 5	Module 5: Homework, Quiz, Video Checkpoint
April 9	Module 6: Homework, Quiz, Video Checkpoint
April 12	**Project & Midterm Exam**
April 16	Module 8: Homework, Quiz, Video Checkpoint
April 19	Module 9: Homework, Quiz, Video Checkpoint
April 23	Module 10: Homework, Quiz, Video Checkpoint

April 26	Module 11: Homework, Quiz, Video Checkpoint
April 30	Module 12: Homework, Quiz, Video Checkpoint
May 3	Module 13: Homework, Quiz, Video Checkpoint
May 8 **	**Final Exam Part I &** **Final Exam Part II**

** Assignments due on March 19 (Orientation Quiz) and May 8 (Final Exam Part I & Part II) **CANNOT** be submitted past the due date listed. All other assignments can be submitted until the Sunday following the due date for full credit.