

Course Description:

This is an introductory survey course in accounting. The course covers both financial and managerial accounting. Students will learn to understand the financial statements of an organization, with emphasis on the Income Statement and Balance Sheet. Students will learn to understand, analyze and explain the financial performance of a company and to make managerial decisions using this information. Students will work in teams to prepare an in-depth financial analysis of a company.

All classes will be recorded.

Class materials and recordings are not to be shared outside this class

Unauthorized student recording of classroom or other academic activities (including advising sessions or office hours) is prohibited. Unauthorized recording is unethical and may also be a violation of University policy and state law. Students requesting the use of assistive technology as an accommodation should contact **AccessibleNU**[Links to an external site.](#). Unauthorized use of classroom recordings — including distributing or posting them — is also prohibited. Under the University's Copyright Policy, faculty own the copyright to instructional materials — including those resources created specifically for the purposes of instruction, such as syllabi, lectures and lecture notes, and presentations. Students cannot copy, reproduce, display or distribute these materials. Students who engage in unauthorized recording, unauthorized use of a recording or unauthorized distribution of instructional materials will be referred to the appropriate University office for follow-up.

All of the material I provide to you for this course, including (but not limited to) information on Canvas, slide presentations, cases, readings and other handouts of material not in the public domain, are copyrighted, whether a copyright notice appears on the document or not. You have permission to use these materials for this course, and to print a copy or copies for your personal use. You may not share these materials with anyone else, including (but not limited to) via online services that facilitate the sharing of course materials by students, whether you receive a fee for such sharing or not. Uploading any course materials to an online depository is a violation of federal copyright law and the Northwestern Academic Integrity Code.

Class Schedule Information:

We will meet online on Tuesdays and Thursdays in our scheduled lecture class times (11 am or 12:30 CST) and on Wednesdays in our scheduled TA session times (5pm or 6pm CST). The TAs will also hold online review sessions before the exam. We ask that, if possible, you keep your camera on during class.

Office hours will be posted on the Canvas home page.

Due Dates

ALL DUE DATES TIMES ARE ON CST.

Homework, project assignments and cases are due as assigned, even if you have an excused absence for a university activity. **Emailed and late assignments will not be accepted.**

Here is a **quick course summary** of class dates and due dates for submitted assignments: [spring 2021 calendar summary.pdf](#)

Need help with Zoom?

The [NU Zoom page](#) has helpful information and has a link to Zoom support. Please make sure you have updated Zoom.

Evaluation of Student Work:

Exam 1	30%
Exam 2	35%
Homework including cases	10%
BIP 301 Project	25%

Required Text/Materials:

This course requires a textbook, the homework software (Connect) and one case. Other materials will be available for download from Canvas. Please note that you will want to buy the textbook and the homework software together. The homework software is NOT available separately. It is available with a new textbook or with the electronic book. So, if you buy a used book, you will still need to buy the electronic book with Connect, which will be more expensive than just buying the electronic book.

Textbook and Connect Options

Accounting What the Numbers Mean, **12th edition**, Marshall, McManus, Viele. You must have the **twelfth** edition. And you must have Connect. All of your homework will be done through Connect. Each of these can be purchased at Norris or through the URL for our course: <https://connect.mheducation.com/class/r-soffer-spring-2021-bus-inst-301>

Options:

1. Electronic book with Connect. This is your least expensive option.
2. Regular hard copy text book with Connect. This is the most expensive option.

3. Looseleaf book with Connect.

After you purchase the book, you must register for Connect by going to our course URL listed above. Registration for Connect opens on March 29.

You won't need the ISBN number for finding the book/Connect on our course URL(above), but here are the ISBNs:

Marshall, **Accounting: What the Numbers Mean** 12e

Looseleaf + Connect: 9781260696301

Hardcover Rental: 9781259969522

Connect: 9781260480672

Need help? For more information on registering for Connect and how to access Connect Support: [Introduction to Connect.pdf](#)

We will be using one Harvard case for this course which must be purchased online through the Harvard Business Publishing website. Here is the website to go to for purchasing the case:

<https://hbsp.harvard.edu/import/770293>

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The case costs \$4.25. You will need to register on this site.

Attendance and active participation

Attendance and active participation is crucial to success in this course, especially since we are now online. Because of concerns about internet bandwidth, you must attend the Tuesday Thursday class section in which you are registered. *Taking good notes, participating in online activities and paying close attention in class is extremely important.* You are responsible for the material covered in class and some of this material is not in the readings or posted lecture notes.

You may attend either of the Wednesday sessions.

Please read my emails!

Since we will not be meeting in person, it is extremely important to read my emails and announcements. Given the situation we are all in right now, class times or office hours can change, so please be sure you are regularly checking email. If you email me, I strive to get back to you within 12 hours, but sooner if you email me during the day. I ask that you always respond to my questions within 24 hours. Please be certain that your Canvas is set up to receive announcements about the class.

Homework Problem Sets

Homework will be done and submitted online via Connect. It is your responsibility to understand how Connect works. Connect problem sets are due online before 11am **CST** on Wednesdays. The due dates are in the course calendar and on Connect. Please note that if you do not submit your homework on time, Connect will automatically submit your homework as is. You cannot submit homework late.

Academic Integrity is taken very seriously at Northwestern

Students are responsible for reading and understanding Northwestern's Academic Integrity policies. **All suspected violations of academic integrity will be reported to the Weinberg College Dean's Office.** These include: cheating, plagiarism, fabrication, unfair advantage, unauthorized collaboration, and aiding and abetting of academic dishonesty. Students found in violation of academic integrity may receive a zero on the assignment or a failing grade for the course, **and** may be suspended or permanently expelled from the University. See the WCAS website on academic integrity. (<https://www.northwestern.edu/provost/policies/academic-integrity/index.html>).

From my many years at NU, I know that most NU students have excellent standards of honesty and integrity. However, it is always a good idea to make sure you are familiar with the NU standards.

I am very serious about ethical behavior. I believe it is important to make sure that everyone is treated fairly. If you are caught violating these standards, you are likely to receive an "F" in this course and there may be further repercussions. I believe that students who choose unethical behavior should get the toughest consequences available. I have caught students in the past and they would tell you that it is totally not worth it.

Course community

Each student has an important role in our classroom community. This is especially important since we are now meeting online. Without the chance to see each other in person, we will use our

class time and office hours to develop community and help each other learn. Each of you has unique experiences which can be shared with the class. Often, just asking a question can help other students learn. To maximize the learning opportunity for everyone, I ask you to participate actively in class discussions, work enthusiastically and positively on class activities and help each other on in-class problems and mini-cases. If you have ideas for the class, please let me know. Your contribution to our course community can have a positive impact on your grade.

Suggested Practice Problems

To keep your homework to a moderate workload, I have selected only a portion of the available problems for the assigned problems sets. For most students, this will not be enough practice to master all of the topics in each chapter. In addition, some important topics are not covered in the homework. For this much needed practice, I have provided practice problem sets on Connect and additional practice on Canvas. I have also provided extra practice problems to help you prepare for the exams. [Resources for Practice and Exam Prep](#)

Exams

You will be taking your exams on Canvas. Exams are timed. More details on exams will be provided in class.

Final Project

This course will not have a final exam as scheduled by the University. Instead, you will have a group final project. A description of the final project is posted on Canvas. Details of the final project requirements will be discussed in class.

Any student with a documented disability needing accommodations is requested to speak directly to the AccessibleNU Center (847-467-5530) and the instructor, as early as possible in the quarter (preferably within the first two weeks of class). All discussions will remain confidential.