



**Faculty of Liberal Arts & Professional Studies
School of Administrative Studies**

Course Outline [Updated November 02, 2021]

**AP/ADMS1500 3.0
An Introduction to Accounting for Human Resource Professionals
Winter 2022**

COURSE WEBSITE: <https://eClass.yorku.ca>

Please note: You need to be registered and have a York Passport ID for site access.

Class time, location and instructor	Section	Day	Meeting Time*	Location	Course Directors
	O	Monday	7:00pm-10:00pm *	Remote	Taslima Nasreen/ Samique Haynes
N	Friday	8:30 am -11:30 am	LECT (ACW 005)	Taslima Nasreen	

***This course will have both synchronous and asynchronous elements – please read:**

- It is recommended to attend the weekly Lecture (3 hours lecture in virtual format for section O and in-class format for section N) and Tutorial live sessions to help enhance your understanding and have the opportunity to engage, participate, and ask questions. Weekly virtual lecture for section O (Mondays) and all tutorial meetings via Zoom will be within/during the scheduled course meeting times; exact start times will be announced on the course e-Class site. Weekly lecture for section N (Fridays) is in-class.
- Pre-recorded Lecture and Tutorial videos will be posted on the course e-Class site as supplementary learning materials.
- Test-taking will take place on the scheduled dates and will be on the e-Class site.
- **It is important to ensure you keep on top of the announcements posted on e-Class.**

Instructor Contact Info	Instructor	Email**
	**Include "ADMS1500" + "Section Letter" at the beginning of the email subject line	
	Samique Haynes	samique@yorku.ca
	Taslima Nasreen	nasreenr@yorku.ca

Tutorial time and location	Day	Time	Location
	Saturday	11:00 to 12:00PM	Remote
	Please refer to the Weekly Tutorial Schedule for details (page 10)		

Prerequisites*	There are no pre-requisites for this course.
Required Course Materials	<p>Text Book 1: John Parkinson with Charles Dramin and Roberto Umana Accounting for Non-Financial Managers, 4e Parkinson eBook/ e-Course kit.</p> <p><u>Textbook1 access info:</u> Students can purchase this e-book/ e-course package should be purchased online through at http://www.captus.com/information/eBook.htm AND</p> <p><u>Text Book 2:</u> J.J.Weygandt, P.D.Kimmel, D.E.Keiso, Donald E. Kieso, and Ibrahim M. Aly. Managerial Accounting: Tools for Business Decision-Marking, 6th Canadian edition, December 2020</p> <p><u>Textbook2 access info:</u> A student may buy any of the following packages of Weygandt’s textbook with WileyPlus access:</p> <p>i. a standalone New Wiley Plus code (ISBN: 9781119731801) -an etext version of the textbook comes free with the Wiley Plus code. So, no need to buy addition copy of textbook. You can buy the New WileyPlus Code for the York University bookstore at a subsidized price.</p> <p>The link to purchase Wiley Plus code from YU bookstore at a subsidized rate: https://www.campusebookstore.com/integration/AccessCodes/default.aspx?bookseller_id=23&Course=AP-ADMS+ADMS1500+(Keele)&frame=YES&t=permalink</p> <p><u>OR</u></p> <p>ii. a loose-leaf version of the textbook (ISBN: 9781119731818)- A loose-leaf version of the textbook comes with a free New Wiley Plus code.</p> <p>** Each student is required to purchase a Wiley Plus online access code in order to participate in eight online quizzes (Quiz 4 to Quiz 11) and have access to the e-text book.</p> <p>Note: Photocopying more than 10% of a textbook is illegal and may involve penalties. Do not duplicate textbooks or obtain these photocopies. The same restriction applies to the Pdf version of the textbook</p>

IMPORTANT INFORMATION BEFORE YOU DECIDE TO ENROLL

Note 1

This course outline has been designed to provide you in advance with detailed guidance on every conceivable rule and regulation in the course. It represents a contract between you as a student and the Course Directors, and there should be no deviations from these rules by either party. **There will be no exceptions to examination dates, and grade weighting.** You should print out this document and keep it handy for reference throughout the course.

ENROLMENT DEADLINE

All sections for this course normally fill months in advance so early registration is important. If you did not get into the course before classes start, your chances of successfully enrolling are very slim. However, by contacting apsas@yorku.ca you can request your name be added to a list that is maintained with the only purpose of estimating the unsatisfied demand for the course, but students are not contacted when vacancies occur. The Course Directors are not involved in the registration process in any way and cannot assist you with this process. Due to the high volume of material covered (five chapters in the first three weeks) and because of early dates of examinations, **no registration is permitted after the “last date to enroll without permission”.**

Be aware of the important dates that apply to this course by checking the following site:
<https://registrar.yorku.ca/enrol/dates/fw21> .

COURSE INFORMATION

Course Description

This accounting course is designed to meet the needs of professional managers who do not intend to pursue a BCom degree, professional accounting designation or degree for which technical accounting skills are required. As such, it is intended for others needing familiarity with accounting including for, human resources management, owner managed businesses and professional practices, general management, marketing, and operations. It stresses the way in which accounting information is used in integrated decision making, rather than the way in which accounting numbers are calculated. This course satisfies a curriculum requirement of the Human Resources Professional Association of Ontario. Note: This course does not qualify towards any Bachelor of Commerce. degree. Course credit exclusions: AP/ADMS 2500 3.00, AP/ADMS 2510 3.00 and former AK/ADMS2500 3.00 and AK/ADMS 2510 3.00.

Statement of Purpose

The purpose of this course is to assist students in acquiring a critical overview of the accounting process and a broad understanding of the role of accounting in modern society. Special attention is devoted to: 1) the financial statements prepared for use by those outside the enterprise and how those statements contribute to financial decisions and capital markets, and 2) internal information reports prepared by managerial accountants for use by those within the enterprise and how those reports affect managers' day to day and long-term decisions.

This course is designed to help you understand why managers need to know about accounting. In particular, the course is designed to allow you to gain knowledge, insights, and analytical skills related to the basic language of accounting and some of the basic techniques. This course is aimed at achieving two objectives:

- to develop an understanding of essential accounting language and basic financial decision-making techniques needed by managers, and

- to give to each student the opportunity to acquire and improve critical skills for future career success by working on assignments involving:
 - a) integrative problem-solving skills,
 - b) analytical skills,
 - c) communication skills and understanding how a real business function.

EVALUATION AND GRADES

Grades are a measure of the performance of a student in individual courses. Each student shall be judged on the basis of how well they have command of the course materials.

Component	Date/Due Date	Weight
Weekly In Class Practice	Non-graded. components	0%
Mid Term Test 1	Sat Feb 5, 2022, 2pm-5pm	25%
Mid Term Test 2	Sat Mar 12, 2022, 2pm-5pm	25%
10 Online Quizzes	Best 10 quizzes out of 11 (1.5x10)	15%
Final Examination (cumulative)	Final Exam Period	35%
Total		<u>100%</u>

Alternative Midterms (for religious accommodation/conflicts with main scheduled sitting. *Please see instructions under [University Regulations and Procedures](#) on how to apply to write during an alternative sitting.*

COURSE COMPONENTS

Lectures

Section O (Monday): The lectures of section O are being delivered remotely. Please see page 1 of this course outline.

Section N (Friday): The lectures of section N are being delivered on campus in -class lecture format. Please see page 1 of this course outline.

Online quizzes (1.5% each)

To enhance students' understanding of financial and managerial accounting concepts and calculations, there are 11 online quizzes available through eClass site (quizzes 1, 2, and 3) and Wiley publishers' online access portal (quizzes 4 to 11). All quizzes are multiple choice questions in nature. **Students have to complete online assignments by the deadline mentioned in the detailed course schedule.** Note that extensions are not possible given the pedagogical role of these activities.

Midterm Tests (two midterms 25% each)

To minimize the time conflict, both midterm tests in ADMS1500 are scheduled outside of scheduled lecture times. These assessments will also be online. The midterm tests will consist of multiple choice and fill in the textbox type questions covering conceptual, definitional and calculation questions. Questions will be based on conceptual discussion during the class and exercises and problems from the assigned textbook chapters. You should not take this course if you are unable to attend the midterm tests. Details of the midterm exam will be posted on the e-class website as soon as it becomes available.

Important: Once a midterm test attempted, you are considered a sitting writer (your midterm will be marked, and your grade recorded). Your midterm grade is *not* eligible to be transferred or reweighted due to poor performance, or if you choose to not continue to write or leave early.

If you are unable to attend the regular midterm sitting (due to medical/religious/time conflict only), then you should make arrangements to write the alternative sitting, typically earlier on the same day or the day before. To do so, please email your Course Directors at least two weeks in advance of the midterm test.

Usually there is no alternate exam arrangement for the first midterm for any other reason. There will be only one alternate midterm exam for the second midterm to accommodate students who missed both midterm1 and midterm2 exams on regular dates for a legitimate reason or really need such special accommodation for an unavoidable reason. If any student misses the midterm1 exam, the weight (25%) will be reallocated to the midterm 2, provided student agree to write **a cumulative midterm exam covering both midterm1 and midterm2 materials**. The similar accommodation will be offered to those students who wrote the midterm1 exam but missed the midterm2 exam. Those students may opt to transfer midterm 2 weight (25%) to the final exam provided they agree to write a version of the final exam with equal weights (**40 % questions from midterm 2 chapters, 40% questions from after midterms chapters** and only 20% questions from midterm1 chapters) between midterm2 and after midterms chapters. **Most importantly, due to the departmental maximum weight transfer rule, the final exam's weight (after reallocation) should not exceed 70%.**

In the event both midterms are missed there is no possibility to defer a midterm to a subsequent term. And as mentioned above the weight of the Final can be a maximum of 70% of the course. This means 20% of the weight of ADMS 1500 would be forfeited. There are to be no exceptions to this policy under any circumstances.

Final Examination (Online exam via e-Class platform) (35%)

The final exam is scheduled by the York University Registrar Office for the formal examination period, and thus the date of the final exam is not known when this course outline is issued. The course has a comprehensive final exam, containing multiple choice, conceptual, definitional, and calculation questions. Note that you are not responsible for the appendices which can be found in several chapters of the textbook. Questions will be based on exercises and problems from the assigned textbook chapters. The exact date, time and location are published by week 10. Consult the York University website for official timetable information.

If for any reason you will have to miss the final exam, you need to submit a formal request to the school (not to the course directors) by following procedures specified in the "Relevant University Regulations" section of this course outline, before the stated deadline.

Bonus Mark (1%)

At the course directors' discretion, students in this course may receive a 1% bonus if 70% or more of them complete the online course evaluation. The course directors will explain the importance of evaluations and provide time in class for completing the evaluation.

Tutorial Sessions

Please refer to the Weekly Tutorial Schedule for details.

Attendance at tutorial sessions is not mandatory. Tutorial sessions are designed to cover a set of problems and exercises, but beyond them, they are largely unstructured. There will be a weekly one-hour tutorial office hour, where the TA will go through worked examples of textbook problems and assist students in areas where they have concerns. You are invited to attend all the sessions offered each week.

In addition to the TA's weekly office hours, pre-recorded tutorial videos will also be posted on the e-class website. **Please refer to course appendix for detailed tutorial schedule.**

Reading and Practice Problems

Financial Accounting: Captus multiple choice questions (from the **Captus website accessed using instructions found on the last page of your textbook**), discussion questions and sample exercises and problems at the end of each chapter must be studied prior to each class. Assigned end of chapter problems must be attempted prior to the relevant tutorial.

Management Accounting: Weygandt's chapters and the Self-Study questions should be studied prior to each class. Assigned end of chapter problems must be attempted prior to the relevant tutorial.

Please attempt the practice problems at the end of each chapter in the textbooks and compare your solution with the one provided. If unsure about your solution, please discuss it with your course director or TA during the virtual office hour or message the course director or TA via eClass's instant messaging option. Additionally, the publishers' web sites offer a multiple-choice quiz for each chapter. Each question in the quiz has a complete solution and you can use it to test your comprehension of the chapter's material

Please visit <https://registrar.yorku.ca/enrol/dates/fw21> for course drop dates.

CONTACT INFORMATION

All computing issues - contact: helpdesk@yorku.ca

Questions on technical content should be addressed in person with your teaching assistant at tutorials. David McIntosh the Teaching Assistant and Marker of this course can also be reached by sending an e-Class message or email to dmcint@yorku.ca.

All administrative questions, textbook materials, and chapter problems – contact the Course Directors. Course Directors answer all administrative questions and questions related to the textbook materials and end-of-chapter questions. If you want help with a problem, you can also email it to your course directors.

There is a virtual office hour held weekly, with your course director on each Friday 6:00 pm to 7:00 pm by Taslima Nasreen, and Wednesday from 6:00 pm to 7:00 pm by Samique Haynes during before reading-week weeks and by Taslima Nasreen during after reading -week weeks.

It is important that your email be properly labeled and show the calculations you have made. Make sure you send your message from your yorku.ca email account. For security reasons, we might not respond to Gmail/Hotmail etc. Make sure to include your name, student number, and section number in all your emails. This course has many students, it is important for you to follow the email protocol. Messages that do not follow the above email protocol might be returned to you asking for re-submission or might be recognized as junk mail and will not be addressed.

Since this term is being co-taught, we ask that all administrative emails be sent to both Professor Samique Haynes and Professor Taslima Nasreen. Emails will be addressed by either of us.

When do I contact the Course or Area Coordinator?

Email the Course or Area Coordinator if you do not hear from the email sent to the Course Directors within 72 hours (excluding weekends and holidays), or if you feel your questions/concerns are not properly addressed by the Course Directors.

Course Website

All course materials are contained on the eClass website under the course code ADMS1500. The website has restricted access; you will have to log in with your York Passport account.

The website contains:

- This course outlines
- Announcements on all important matters in the course. You should check these several times a week
- Lecture slides
- Pre-recorded tutorial videos
- Examination information
- Solutions for assigned exercises and problems from the textbook. Due to copyright requirements, not all solutions can be posted on the course website. If you would like to review solutions for additional exercises and problems, you need to email your course directors and share your attempt or bring it to the tutorial session. Your attempted solutions will then be used to provide guidance on how to solve the problem.

Computing Requirements

This course has an extensive computer interface, and you will need access to a multi-media computer with a high-speed Internet connection. The most recent versions of Adobe Reader and Apple QuickTime are required to view course materials, available by free download from www.adobe.com and www.quicktime.com, respectively. A computer and speakers (or headphones) will be required to read and listen to the recorded material that complements the text. 'Adobe Reader' and 'QuickTime' are needed to view the multimedia clips that illustrate and explain the concepts. There are free computer labs on campus for registered students who do not possess these computing resources. Campus computers do not have speakers, so you will have to supply your own headphones.

UNIVERSITY REGULATIONS AND PROCEDURES

Missed Tests and Assignments (including midterm examinations)

If you miss a midterm test, the weight can be transferred to the Final Exam. An Attending Physician's Statement (APS) form is *not* required for one missed midterm test. You cannot miss both midterms as the *Final Exam can be a maximum of 70% of the course*; therefore, it is not advised to miss both midterm tests.

Concerns with Marking

If you have any concern with the marking of your work, contact your course directors through email to have your concern addressed. Note, as there is a certain amount of judgment in marking, the entire exam or assignment will be re-marked, and the overall mark could go up, stay the same, or go down.

Deferred Exams

Deferred standing may be granted to students who are unable to write their final examination at the scheduled time or to submit their outstanding course work on the last day of classes. Details can be found at <http://myacademicrecord.students.yorku.ca/deferred-standing>

Any request for deferred standing on medical grounds must include an Attending Physician's Statement form; a "Doctor's Note" will not be accepted.

Students apply for deferred standing through the School's website:
<https://sas.laps.yorku.ca/students/school-policies/>.

The DSA and supporting documentation must be submitted no later than five (5) business days from the date of the exam. These requests will be considered on their merit and decisions will be made available by logging into the above-mentioned link. No individualized communication will be sent by the School to the students (no letter or e-mails). Students with approved DSA will be able to write their deferred examination during the School's deferred examination period. No further extensions of deferred exams shall be granted. The format and covered content of the deferred examination may be different from that of the originally scheduled examination. The deferred exam may be closed book, cumulative and comprehensive and may include all subjects/topics of the textbook whether they have been covered in class or not. Any request for deferred standing on medical grounds must include an Attending Physician's Statement form; a "Doctor's Note" will not be accepted.

IMPORTANT NOTE: Any request for deferred standing on medical grounds must comply with University regulations. **At the time of writing of this outline, the requirement for APS forms had been suspended due to COVID-19.** If it resumes, the University will inform you of such resumption, and you would include an Attending Physician's Statement form; a "Doctor's Note" will not be accepted. Students who submit a request in compliance with University regulation or with approved DSA will be able to write their deferred examination during the School's deferred examination period. No further extensions of deferred exams shall be granted.

Academic Honesty

The Faculty of Liberal Arts and Professional Studies considers breaches of the Senate Policy on Academic Honesty to be serious matters. The Senate Policy on Academic Honesty is an affirmation and clarification for members of the University of the general obligation to maintain the highest standards of academic honesty. As a clear sense of academic honesty and responsibility is fundamental to good scholarship, the policy recognizes the general responsibility of all faculty members to foster acceptable standards of academic conduct and of the student to be mindful of and abide by such standards. Suspected breaches of academic honesty will be investigated, and charges shall be laid if reasonable and probable grounds exist.

Students should review the York Academic Honesty policy for themselves at:

<https://secretariat-policies.info.yorku.ca/policies/academic-honesty-senate-policy-on/>

Students might also wish to review the interactive on-line Tutorial for students on academic integrity, at:

<https://spark.library.yorku.ca/academic-integrity-what-is-academic-integrity/>

Grading Scheme and Feedback Policy

The grading scheme (i.e. kinds and weights of assignments, essays, exams, etc.) shall be announced, and be available in writing, within the first two weeks of class. Under normal circumstances, graded feedback worth at least 15% of the final grade for Fall, Winter or Summer Term, and 30% for 'full year' courses offered in the Fall/Winter Term be received by students in all courses prior to the final withdrawal date from a course without receiving a grade, with the following exceptions:

Note: Under unusual and/or unforeseeable circumstances which disrupt the academic norm, instructors are expected to provide grading schemes and academic feedback in the spirit of these regulations, as soon as possible. For more information on the Grading Scheme and Feedback Policy, please visit: <https://secretariat-policies.info.yorku.ca/policies/grading-scheme-and-feedback-policy/>

Tests and Exams – the 20% Rule

For all Undergraduate courses, except those which regularly meet on Friday evening or on a weekend, tests or exams worth more than 20% will not be held in the two weeks prior to the beginning of the official examination period. For further information on the 20% Rule, please visit: <http://secretariat-policies.info.yorku.ca/policies/limits-on-the-worth-of-examinations-in-the-final-classes-of-a-term-policy/>

Reappraisals

Students may, with sufficient academic grounds, request that a final grade in a course be reappraised (which may mean the review of specific pieces of tangible work). Non-academic grounds are not relevant for grade reappraisals; in such cases, students are advised to petition to their home Faculty. Students are normally expected to first contact the course directors to discuss the grade received and to request that their tangible work be reviewed. Tangible work may include written, graphic, digitized, modeled, video recording or audio recording formats, but not oral work. Students need to be aware that a request for a grade reappraisal may result in the original grade being raised, lowered or confirmed. For reappraisal procedures and information, please visit the Office of the Registrar site at: <http://myacademicrecord.students.yorku.ca/grade-reappraisal-policy>

Accommodation Procedures

LA&PS students who have experienced a misfortune or who are too ill to attend the final examination in an ADMS course should not attempt to do so; they must pursue deferred standing. Other students should contact their home Faculty for information. For further information, please visit: <https://ds.info.yorku.ca/academic-support-accommodations/>

Religious Accommodation

York University is committed to respecting the religious beliefs and practices of all members of the community and making accommodations for observances of special significance to adherents. For more information on religious accommodation, please visit: <https://w2prod.sis.yorku.ca/Apps/WebObjects/cdm.woa/wa/regobs>

Academic Accommodation for Students with Disabilities (Senate Policy)

The nature and extent of accommodations shall be consistent with and supportive of the integrity of the curriculum and of the academic standards of programs or courses. Provided that students have given sufficient notice about their accommodation needs, instructors shall take reasonable steps to accommodate these needs in a manner consistent with the guidelines established hereunder. For more information, please visit the Counselling and Disability Services website at <http://www.yorku.ca/dshub/>

York's disabilities offices and the Registrar's Office work in partnership to support alternate exam and test accommodation services for students with disabilities at the Keele campus. For more information on alternate exams and tests please visit <http://www.yorku.ca/altexams/>

Please alert the Course Directors as soon as possible should you require special accommodations.

Appendix to Course Outline: ADMS 1500 N&O Winter 2022

WEEKLY SCHEDULE AND DUE DATES			
Note: Dates and coverage are subject to change as circumstances dictate. You should check the schedule and announcements sections of the eClass course website regularly for updated information			
>> Assignments and Exams >> Voluntary Sessions >> Administrative Information			
Week #	Dates	Chapters	Activities
1	Mon/Fri Jan 10/14	P Chapter 1: Introduction P Chapter 2: The Financial Statements	Introduction to the course and to accounting and financial statements and accounting equation. (Lecture- in-class for section N and virtual for section O). Practice Exercises# 1: Assigned exercises and problems are listed on the "assigned exercises and problems document" on the eClass. Will be covered during the virtual/in-class lecture. Answer key is available on the eClass site.
15-Jan	Saturday	From 11:00 to 12:00 pm (Virtual session via Zoom meeting)	Tutorial 1: Problem Review from Chapters 1 & 2 (Parkinson) (Problem # see the list of assigned exercises and problems on eClass)
2	Mon/Fri Jan 17/21	P Chapter 3: The Income Statement* P Chapter 4: The Balance sheet: Assets* P Chapter 5: The Balance sheet: Liabilities*	Financial statements- Income Statement and Balance sheet (Lecture- in-class for section N and virtual for section O). Practice Exercises# 2: Assigned exercises and problems are listed on the "assigned exercises and problems document" on the eClass. Will be covered during the virtual/in-class lecture. Answer key is available on the eClass site.
22-Jan	Saturday	From 11:00 to 12:00 pm (Virtual session via Zoom meeting)	Tutorial 2: Problem Review from Chapters 3, 4, & 5 (Parkinson) (Problem #see the list of assigned exercises and problems on eClass)
Last date to withdraw with a 10% penalty: Sunday, January 23			
Final date to enroll in the course without permission: Sunday, January 23			
3	Mon/Fri Jan 24/28	P Chapter 6: The Statement of Cash Flows Chapter 7: Financial Statements Analysis	Cashflow statements and financial statement analysis (Lecture- in-class for section N and virtual for section O). Practice Exercises# 3: Assigned exercises and problems are listed on the "assigned exercises and problems document" on the eClass. Will be covered during the virtual/in-class lecture. Answer key is available on the eClass site.

29-Jan	Saturday	From 11:00 to 12:00 pm (Virtual session via Zoom meeting)	Tutorial 3: Problem Review from Chapters 6 & 7 (Parkinson) (Problem # see the list of assigned exercises and problems on eClass), Practice midterm1
Last date to withdraw with a 20% penalty: Sunday, January 30			
4	Mon/Fri Jan 31/ Feb04	W Chapter 1: Managerial Accounting	Introduction to managerial accounting and cost behavior (Lecture- in-class for section N and virtual for section O) Practice Exercises# 4: Assigned exercises and problems are listed on the "assigned exercises and problems document" on the eClass. Will be covered during the virtual/in-class lecture. Answer key is available on the eClass site.
		W Chapter 2: Understanding Cost Behavior	
05-Feb	Saturday	From 11:00 to 12:00 pm (Virtual session via Zoom meeting)	Tutorial 4: Problem Review from Chapters 1 & 2 (Weygandt) (Problem # see the list of assigned exercises and problems on eClass), Practice midterm1
Friday, Feb 04	12 Noon	Online quizzes 1, 2, & 3 submission deadlines	Online quizzes 1, 2, and 3 are available at the course eClass site
Saturday, Feb 05		Midterm 1 Exam Time: 2 to 5 pm	MID-TERM 1 on chapters 1-7 of Parkinson and classes 1-3. Note: you will not be examined on any appendices.
Last date to withdraw with a 60% penalty: Sunday, February 6			
Final date to enroll in the course with permission: Monday, February 7			
5	Mon/Fri Feb 07/11	W Chapter 5: Activity-Based Costing*	ABC and CVP (Lecture- in-class for section N and virtual for section O). Practice Exercises# 5: Assigned exercises and problems are listed on the "assigned exercises and problems document" on the eClass. Will be covered during the virtual/in-class lecture. Answer key is available on the eClass site.
		W Chapter 6: Cost-Volume-Profit and Breakeven Analysis*	
11-Feb	Saturday	From 11:00 to 12:00 pm (Virtual session via Zoom meeting)	Tutorial 5: Problem Review from Chapters 5 & 6 (Weygandt) (Problem #see the list of assigned exercises and problems on eClass)
6	Mon/Fri Feb 14/18	W Chapter 8: Alternative Inventory Costing Methods*	Alternative inventory costing methods and pricing (Lecture- in-class for section N and virtual for section O). Practice Exercises# 6: Assigned exercises and problems are listed on the "assigned exercises and problems document" on the eClass. Will be covered during the virtual/in-class lecture. Answer key is available on the eClass site.
		W Chapter 9: Pricing*	

Reading Week: Saturday, Feb 19 to Friday, Feb 25- NO CLAASES during this week			
26-Feb	Saturday	From 11:00 to 12:00 pm (Virtual session via Zoom meeting)	Tutorial 6: Problem Review from Chapters 8, & 9 (Weygandt) (Problem # see the list of assigned exercises and problems on eClass)
7	Mon/Fri Feb 28/Mar 4	W Chapter 10: Budgetary Planning*	Pricing and budgetary planning, control and responsibility (Lecture- in-class for section N and virtual for section O) Practice Exercises # 7: Assigned exercises and problem #s are listed on the "assigned exercises and problems document" on the eClass. Will be covered during the virtual/in-class lecture. Answer key is available on the eClass site.
		W Chapter 11: Budgetary Control and Responsibility Accounting*	
05-Mar	Saturday	From 11:00 to 12:00 pm (Virtual session via Zoom meeting)	Tutorial 7: Problem Review from Chapters 10 & 11 (Weygandt) (Problem # see the list of assigned exercises and problems on eClass)
Final withdrawal date without receiving a grade: February, March 18			
8	Mon/Fri Mar 7/ 11	W Chapter 12: Standard Costs and Balanced Scorecard*	Standard costs and Balanced Scorecard (Lecture- in-class for section N and virtual for section O) Practice Exercises # 8: Assigned exercises and problem #s are listed on the "assigned exercises and problems document" on the eClass. Will be covered during the virtual/in-class lecture. Answer key is available on the eClass site.
11-Mar	Friday (12 noon)	Online quizzes 4, 5, 6, & 7 submission deadlines	Online quizzes 4, 5, 6, & 7 are available at Wiley Plus website
12-Mar	Saturday	From 11:00 to 12:00 pm (Virtual session via Zoom meeting)	Tutorial 8: Problem Review from Chapters 12 (Weygandt) (Problem # see the list of assigned exercises and problems on eClass)
12-Mar	Saturday	Midterm 2 Time: 2 to 5:00 pm Platform: eClass	MID-TERM 2 on chapters 1,2,5,6,8,9,10, & 11 of Weygandt and classes 4-7. Note: you will not be examined on any appendices.
9	Mon/Fri Mar 14 / 18	W Chapter 7: Incremental Analysis*	Incremental analysis and capital budgeting (Lecture- in-class for sec N and virtual for sec O) Practice Exercises # 9: Assigned exercises and problems are listed on the "assigned exercises and problems document" on the eClass. Will be covered during the virtual/in-class lecture. Answer key is available on the eClass site.

19-Mar	Saturday	From 11:00 to 12:00 pm (Virtual session via Zoom meeting)	Tutorial 9: Problem Review from Chapters 12 (Weygandt) (Problem # see the list of assigned exercises and problems on eClass)
10	Mon/Fri Mar 21 / 25	W Chapter 13: Planning for Capital Investments *	Capital investments (Lecture- in-class for section N and virtual for section O) Practice Exercises # 10: Assigned exercises and problems are listed on the "assigned exercises and problems document" on the eClass. Will be covered during the virtual/in-class lecture. Answer key is available on the eClass site.
26-Mar	Saturday	From 11:00 to 12:00 pm (Virtual session via Zoom meeting)	Tutorial 10: Problem Review from Chapter 12 & 13 (Weygandt) (Problem # see the list of assigned exercises and problems on eClass)
11	Mon/Fri Mar 28 /Apr 1	W Chapter 3: Job-Order Costing*	Lecture on Job order and process costing (Lecture-in-class for section N and virtual for section O) Practice Exercises # 11: Assigned exercises and problem #s are listed on the "assigned exercises and problems document" on the eClass. Will be covered during the virtual/in-class lecture. Answer key is available on the eClass site.
		W Chapter 4: Process Cost Accounting*	
01-Apr	Friday, 12 Noon	Online quizzes 8, 9, 10, & 11 submission deadlines	Online quizzes 8, 9, 10, & 11 are available at Wiley Plus website
02-Apr	Saturday	From 11:00 to 12:00 pm (Virtual session via Zoom meeting)	Tutorial 11: Practice Exam (Final); Problem Review from Chapters 3 & 4 (Weygandt) (Problem # see the list of assigned exercises and problems on eClass)
02-Apr	Saturday	Noon	Review topic request deadline (Post on an eClass forum)
12	Mon/Fri Apr 4/8	REVIEW Class	Review class - Chapters and topics will be selected based on students' requests on the eClass Forum
End of Course Withdrawal Period –Monday, April 11			
Winter classes end – Monday, April 11			
Last date any term work may be accepted - Monday, April 11			
Final Exam Period: April 12 to 29			
(The final exam is comprehensive and cover all chapters covered in lectures 1 to 11)			
Date, time, and location of the Final Exam: TBA			
* Chapters must be read in advance. It is strongly recommended that you test your knowledge using Captus questions and Discussion Questions for the Parkinson (P) text and, for the Weygandt (W) text, the Self-Study Questions. All appendices are excluded.			