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| Washington Community High SchoolAccounting I Syllabus |
| Instructor: Mrs. MoseClassroom: B7Planning Period: 3rd hourEmail address: mlmose@wacohi.net |
| 1. Course Information

Grade level: 10-12 Length of course: 1 year |
| 1. Course Description

 This course is beneficial for all students considering a career in business, accounting, marketing, and/or management. Instruction includes planning, recording, analyzing, and interpreting financial information in order to assist in the decision-making process of any business. In addition to stressing basic fundamentals and terminology of accounting, instruction will provide understanding of the preparation of journals, ledgers, and financial reports. Practice sets with actual business papers will be used to simulate business procedures.  |
| 1. Text and Required Supplies

Textbook: EMC Comprehensive AccountingWorkbook: EMC Accounting Study Guide and Working PapersSupplies: Calculator, notebook, pencils |
| 1. Semester Grading Plan

50% Assignments50% Tests/Quizzes |
| 1. WCHS Grading Scale

A: 90-100B: 80-89C. 70-79D: 60-69F: <60 |
| 1. Expectations
2. *Be prepared* – bring all necessary materials for the day
3. *Be respectful* of peers, teacher, and classroom
4. *Be responsible* for turning in work when due and in the case of absences
5. *Be positive* – encourage others and display a passion for learning (no whining allowed)
6. *Be a good listener* – follow directions and listen the 1st time instructions are given
7. *Be aware* of school & classroom rules/policies (see classroom, BYOD procedures and school handbook)
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| 1. Tentative Schedule

1st semester: Chapters 1-6[Chapter 1 The Nature of Accounting](http://www.emcp.com/electronic_resource_centers/listonline.php?GroupID=7117)[Chapter 2 Recording Business Transactions](http://www.emcp.com/electronic_resource_centers/listonline.php?GroupID=7118)[Chapter 3 Starting the Accounting Cycle for a Service Business](http://www.emcp.com/electronic_resource_centers/listonline.php?GroupID=7119)[Chapter 4 Statements, and Adjusting Entries](http://www.emcp.com/electronic_resource_centers/listonline.php?GroupID=7120)[Chapter 5 Closing Entries and the Post-Closing Trial Balance](http://www.emcp.com/electronic_resource_centers/listonline.php?GroupID=7121)[Chapter 6 Internal Control and Accounting for Cash](http://www.emcp.com/electronic_resource_centers/listonline.php?GroupID=7122)Comprehensive Review Problem using ExcelAccounting in the real world presentations2nd semester: Chapters 7-12 and accounting simulation [Chapter 7 Purchases and Cash Payments](http://www.emcp.com/electronic_resource_centers/listonline.php?GroupID=7125)[Chapter 8 Sales and Cash Receipts](http://www.emcp.com/electronic_resource_centers/listonline.php?GroupID=7126)[Chapter 9 Work Sheet and Adjustments for a Merchandising Busine](http://www.emcp.com/electronic_resource_centers/listonline.php?GroupID=7128)ss[Chapter 10 Financial Statements and Closing Entries](http://www.emcp.com/electronic_resource_centers/listonline.php?GroupID=7131)[Chapter 11 Employee Earnings and Deductions](http://www.emcp.com/electronic_resource_centers/listonline.php?GroupID=7132)[Chapter 12 Accounting for Payroll: Employer Taxes and Reports](http://www.emcp.com/electronic_resource_centers/listonline.php?GroupID=7133)Columbia River Computers Acctg SimulationField trip to local business |