

Accounting I

Teacher: Mrs. Snyders

Accounting is the language of business. Accounting I is a full year course designed to give an overview of accounting. This class will give you a better understanding of accounting in the business world and in personal finance.



Objectives: Upon successful completion of this course, I will be able to:

- Perform basic accounting procedures used to operate a service or merchandising business.
- Balance my checking account and complete a 1040EZ tax return.
- Understand the complete accounting cycle.
- Find and correct manual accounting errors.
- Recognize if I have the aptitude or interest in accounting as a career.

Units of Study

First semester:

Part 1—Accounting for a Service Business Organized as a Proprietorship
Chapters 1-8

Second semester:

Part 2— Accounting for a Merchandising Business Organized as a Corporation
Chapters 9-16

Automated accounting simulation using *QuickBooks*

Text/Resources

Century 21 Accounting, © 2006 Thomson South-Western; *Aplia* online working papers

Grading

- Tests/quizzes = 60%
- Daily work = 40%

Expectations/Classroom Rules

- No food or drink in classroom.
- Stay in your seat until the bell rings.
- Do not write in your textbook.
- You may check your daily work with the key once you are finished at teacher desk.
- Working together is allowed...expecting your friend to do your work is not allowed and will result in zero points for both you and your helpful friend.
- It is important for you to keep up with your daily work. All homework will be docked **10%** (one letter grade) **every** day it is late. Not accepted after chapter completed.
- I will be available for questions before & after school and during my free period. Please stop in if you need help!
- Cell phones—turn off and place on desk
- **DO THE RIGHT THING....always!!!!**