FINANCIAL ACCOUNTING  
Course Syllabus

Course Number: FCB-0118  
OCAS Code: 8111  
Course Length: 120 Hours  
Career Cluster: Finance  
Career Pathway: Business Financial Management & Accounting  
Career Major(s): Full Charge Bookkeeper

Pre-requisite(s): Accounting I and II

Course Description: This course will provide students with advanced principles and techniques for success in Financial Accounting careers or other business related fields.


Course Objectives: A. Accounts Receivable and Uncollectible Accounts  
1. Record the estimated expense from uncollectible accounts receivable using the allowance method.  
2. Charge off uncollectible accounts using the allowance method.  
3. Record the collection of accounts previously written off using the allowance method.  
4. Record losses from uncollectible accounts using the direct charge-off method.  
5. Record the collection of accounts previously written off using the direct charge-off method.  
6. Recognize common internal controls for accounts receivable.  
7. Explain write-offs and show how to record these adjustments.

B. Notes Payable and Notes Receivable  
1. Determine whether an instrument meets all the requirements for negotiability.  
2. Show how to calculate the interest on a note.  
3. Demonstrate how to determine the maturity date of a note.  
4. Explain how to journalize notes payable transactions.  
5. Show how to journalize discounting of a note payable.  
6. Demonstrate how to journalize notes receivable transactions.  
7. Show how to compute proceeds from a discounted note receivable.  
8. Explain how to record bank draft and trade acceptance transactions.

C. Merchandise Inventory  
1. Show how to compute inventory costs, using one of four costing methods.  
2. Explain the advantages and disadvantages of the four common inventory costing methods.  
3. Show how to apply the cost of market rule to inventory valuation.  
4. Show how to use the gross profit method to estimate inventory.  
5. Show how to use the retail method to estimate inventory.
D. **Property, Plant, and Equipment**
   1. Demonstrate how to compute and record the cost of a capital asset.
   2. Show how to compute depreciation using commonly accepted methods.
   3. Apply the MACRS classification rules for federal taxes.
   4. Show how to record the sale of capital assets.
   5. Record asset trade-ins using the financial accounting rules and income tax requirements.
   6. Demonstrate how to compute and record depletion for natural resources.
   7. Show how to recognize asset impairment and illustrate the general concepts of accounting for impairment.
   8. Demonstrate how to compute and record amortization expense for intangible assets.

E. **Accounting for Partnerships**
   1. Discuss the advantages and disadvantages of the partnership form of business organization.
   2. List the important elements of a partnership agreement.
   3. Demonstrate appropriate general journal entries to account for the formation of a partnership.
   4. Show how to distribute net income or net loss according to a partnership agreement.
   5. Show the correct presentation of the statement of partners’ equity.
   6. Demonstrate the accounting requirements at the dissolution of a partnership.
   7. Show the general journal entries to record the sale of a partnership interest.
   8. Show the general journal entries to record the acceptance of a new partner.
   9. Demonstrate how to record the withdrawal of a partner.

F. **Corporations: Formation and Capital Stock Transactions**
   1. Discuss the characteristics of corporations.
   2. Describe special “hybrid” organizations that have some characteristics of partnerships and some characteristics of corporations.
   3. Discuss and contrast the types of corporate stock.
   4. Show how to compute shares of stock to be issued for converted preferred stock.
   5. Show how to compute dividends payable.
   6. Illustrate journal entries for issuance of capital stock at par.
   7. Prepare a Stockholders’ Equity section of a corporate balance sheet.
   8. Illustrate the journal entry to record organization costs.
   9. Demonstrate the recording of premium or discount on a stock issue.
   10. Show how no-par stock is recorded.
   11. Show how stock subscriptions are recorded.
   12. Discuss the record-keeping procedures for capital stock records.

G. **Corporate Earnings and Capital Transactions**
   1. Show how to estimate federal corporate income tax and prepare related journal entries.
   2. Explain how to complete a corporate worksheet and how to record adjusting and closing entries for corporations.
   3. Show how to prepare a corporate income statement.
   4. Show how to record declaration and payment of cash dividends.
   5. Show how to record declaration and issuance of stock dividends.
   6. Demonstrate how to record stock splits.
   7. Show how to record retained earnings appropriations.
   8. Show how to record receipt of donated assets.
9. Show how to record treasury stock transactions.
10. Demonstrate the preparation of financial statements for a corporation.

H. Long Term Bonds
1. Describe the different types of bonds and discuss using bonds as a method of financing.
2. Discuss the advantages and disadvantages of using bonds as a financing method.
3. Show how to record bond issuance, interest payment, and interest accrual.
4. Show how to calculate and record periodic amortization of a bond premium and a bond discount.
5. Demonstrate how to record the transactions of a bond sinking fund.
6. Describe how to record an increase or decrease in Retained Earnings Appropriated for Bond Retirement.
7. Show how to record retirement of bonds payable.

I. Statement Analysis: Comparative Statements
1. Explain and demonstrate how to use vertical analysis techniques to analyze a comparative income statement and balance sheet.
2. Explain and demonstrate how to use horizontal analysis techniques to analyze a comparative income statement and balance sheet.
3. Demonstrate how to use trend analysis to evaluate financial statements.
4. Show how to interpret the results of the statement analysis by comparison with industry averages.

J. Statement Analysis: Measuring Profitability, Financial Strength, and Liquidity
1. Show how to compute and interpret a company’s financial ratios to measure profitability, operating results, and efficiency.
2. Show how to compute and interpret a company’s financial ratios to measure financial strength.
3. Show how to compute and interpret a company’s financial ratios to measure liquidity.
4. Identify shortcomings in financial statement analysis.

K. Statement of Cash Flows
1. Explain operating, investing, and financing activities.
2. Show how to compute cash flows from operating activities.
3. Demonstrate how to compute cash flows from investing activities.
4. Explain how to compute cash flows from financing activities.
5. Show how to prepare a statement of cash flows.

Teaching Methods: The class will primarily be taught by the lecture and demonstration method and supported by various media materials to address various learning styles. There will be question and answer sessions over material covered in lecture and media presentations. Supervised lab time is provided for students to complete required projects.
Grading Procedures:  
1. Students are graded on theory and shop practice and performance.  
2. Each course must be passed with seventy (70%) percent or better.  
3. Grading scale: A=90-100%, B=80-89%, C=70-79%, D=60-69%, F=50-59%.

Description of Classroom, Laboratories, and Equipment:  
Tulsa Technology Center campuses are owned and operated by Tulsa Technology Center School District No. 18. All programs provide students the opportunity to work with professionally certified instructors in modern, well-equipped facilities.

Available Certifications/College Credit:  
The student may be eligible to take state, national or industry exam after completion of the program. College credit may be issued from Oklahoma State University-Okmulgee or Tulsa Community College. See program counselor for additional information.

College Credit Eligibility:  
The student must maintain a grade point average of 2.0 or better.