

**LAKE AREA TECHNICAL INSTITUTE
PRINCIPLES OF ACCOUNTING II
SYLLABUS**

COURSE: ACCT 211 – Principles of Accounting II

DURATION: 3 Semester Credits

REQUIRED TEXT: *College Accounting*, 18th Edition, Heitz, Parry, Carlson and Working Papers, Chapters 17-29.

SUPPLIES: Pencils, calculator, and eraser

COURSE DESCRIPTION: To provide a thorough understanding of basic accounting concepts and techniques as they are applied to business.

UNITS OF INSTRUCTION:

1. Comprehensive problem.
2. Account for accounts receivable. (Chapter 17)
3. Account for notes and interest. (Chapter 18)
4. Account for merchandise inventory. (Chapter 19)
5. Calculate various depreciation methods. (Chapter 20)
6. Account for partnerships. (Chapter 21)
7. Describe the organization of corporations and capital stock. (Chapter 22)
8. Calculate retained earnings and distributions. (Chapter 23)
9. Produce a statement of cash flow. (Chapter 25)
10. Analyze financial statements. (Chapter 26)
11. Account for a manufacturing business. (Chapter 28)
12. Prepare a worksheet and financial statements for a manufacturing company. (Chapter 29)

ATTENDANCE AND GRADING: Since grades must be assigned for the course, evaluation will be based on the following:

1. Class lecture, discussion, and problem-solving.
2. Your attendance in class is important because you cannot contribute to the class or gain from it if you are not there.
3. Anyone with perfect attendance may drop the lowest test score from their final grade.
4. You will risk being dropped from the class if you are absent more than six (6) hours.
5. If you are absent the day of a test, it is your responsibility to take that test no later than one week after you return to school. Otherwise, a zero will be awarded for that test.

12 Written tests, 100 points each..... 1200 points
1200 Total Points

Grades will be calculated on the basis of the points accumulated and according to the following grading scale:

- 100% - 94% = A
- 93% - 87% = B
- 86% - 80% = C

79% or below = F