



## North Central State College

### MASTER SYLLABUS

2025-2026

- A. Academic Division: Engineering Technology, Business & Criminal Justice Division
- B. Discipline: Accounting
- C. Course Number and Title: ACCT1010 Financial Accounting
- D. Assistant Dean: Brooke Miller, M.B.A.
- E. Credit Hours: 4
- F. Prerequisites: None
- G. Last Course/Curriculum Revision Date: Fall 2024    Origin date: 04/21/2013
- H. Textbook(s) Title:  
*Horngren's Financial and Managerial Accounting, The Financial Chapters with MyLabAccounting*
  - Authors: Miller-Nobles, Mattison
  - Copyright Year: 2024
  - ISBN #: 9780137858590
- I. Workbook(s) and/or Lab Manual: None
- J. Course Description: This is an introductory course of study in financial accounting and financial reporting for business entities. (TAG# OBU010)
- K. College-Wide Learning Outcomes

College-Wide Learning Outcomes	Assessments - - How it is met & When it is met
Communication – Written	
Communication – Speech	
Intercultural Knowledge and Competence	
Critical Thinking	
Information Literacy	
Quantitative Literacy	



**North Central State College**  
**SYLLABUS ADDENDUM**

<b>Academic Division:</b>	Engineering Technology, Business, and Criminal Justice	<b>Discipline:</b>	Accounting
<b>Course Coordinator:</b>	Donna Kittle		
<b>Course Number:</b>	ACCT1010-921	<b>Course Title:</b>	Financial Accounting
<b>Semester / Session:</b>	Fall 2025 / Session A & B	<b>Start / End Date:</b>	08/11/2025 thru 12/12/2025

**Instructor Information**

<b>Name:</b>	Donna Kittle	<b>Credentials:</b>	M.B.A., Master of Business Administration, B.S., Accounting, CPA, Certified Public Accountant - State of Ohio
<b>Phone Number:</b>	419-755-4561	<b>E-Mail Address:</b>	dkittle@ncstatecollege.edu
<b>Office Location:</b>	Kehoe	<b>Office Hours:</b>	T & Th 8:15 – 10:00 a.m. and Th 11:45-1:15 p.m.

**I. Topical Timeline / Course Calendar (Subject to Change):**

Weeks	Topics	Assignment	Due Date
1	Accounting and the Business Environment	Homework	August 15
2	Recording Business Transactions	Homework	August 22
3	The Adjusting Process	Homework	August 29
4	Completing the Accounting Cycle	Homework	September 12
5	Merchandising Operations	Homework	September 19
6	Merchandise Inventory	Homework and Lab Project	September 26 & October 3
7	Internal Control and Cash	Homework	October 17
8	Receivables	Homework	October 24
9	Plant Assets and Intangibles	Homework and Lab Project	October 31 & November 7
10	Current Liabilities and Payroll	Homework	November 14
11	Long-Term Liabilities	Homework	November 21
12	Financial Statement Analysis	Homework	November 28

**II. Grading and Testing Guidelines:**

Final Grade Calculation

Activity	Qty	Points	Percentage
Homework	13	205	40%
Lab Projects	3	60	12%
Exams	4	250	48%
Total		515	100%

Course Number: \_\_\_\_\_  
Semester / Session: \_\_\_\_\_

Course Title: \_\_\_\_\_  
Start / End Date: \_\_\_\_\_

1. **Topic description #1, #2, #3, and #4**
  - a. Apply important concepts on which financial reporting is based.
  - b. Complete the accounting cycle
2. **Topic description #5, #6, #7 & #8**
  - a. Analyze the impact of basic business transactions on the financial statements of a business.
  - b. Use the language of accounting and apply the important concepts.
3. **Topic description #9, #10 and #11**
  - a. Prepare the financial statements
4. **Topic description #12**
  - a. Analysis the financial statements using business ratios

**III. Examination Policy:**

1. The reasons for which a student will be excused from taking an examination \_\_\_\_\_
  - a. Hospitalization (with documented verification)
  - b. Death in the immediate family (with documented verification)
  - c. Personal illness or illness in immediate family - (doctor's excuse required).
2. A student who misses an examination for any reason is responsible for \_\_\_\_\_
  - a. Notifying the instructor ahead of time
  - b. Communicate any planned absence
3. No makeup opportunity will be given for absences of unscheduled quizzes.

**IV. Class Attendance and Homework Make-Up Policy:**

1. Class attendance is necessary to acquire the knowledge required to \_\_\_\_\_
  - a. Gain an understanding of the material
  - b. Each class builds on the previous class
2. Students are responsible for \_\_\_\_\_
  - a. Keeping up with all assignments when due
  - b. Notifying the instructor if a problem arises
  - c. Notifying the instructor if they are not understanding the material so we can review it

**V. Classroom Expectations:**

1. Assignments are due on time.
  - a. Assignments are opened at least 4 days before they are due to allow you to budget your time with some assignments open from the beginning of the semester.
  - b. Deadlines are enforced. If you have technical difficulty, notify me immediately via email.
    - Many technical issues can be resolved by me from home.
2. Homework needs to be completed to learn the material as well as reading the chapters.
  - a. Check your study habits since there is no substitution for hard work.

L. Course Outcomes and Assessment Methods:

Upon successful completion of this course, the student shall:

Outcomes	Assessments – How it is met & When it is met
1. Explain the broad role that accounting information plays in the economy.	Daily Homework-entire term; Exam – First half of the term
2. Explain basic financial statements-their nature, purposes and use by business decision makers.	Daily Homework- entire term; Exams – First half of the term
3. Use the language of accounting and apply the important concepts on which financial reporting is based.	Daily Homework- entire term; Exams – entire term
4. Summarize general business concepts and processes.	Daily Homework- entire term; Exams – entire term
5. Analyze the impact of basic business transactions on the financial statements of a business corporation.	Daily Homework- entire term; Exams – entire term
6. Prepare basic financial statements for a simple corporate business entity.	Daily Homework- Second half of the term Exams – Second half of the term
7. Evaluate the financial performance of a simple corporation on the basis of its financial statements.	Daily Homework- Second half of the term Exams – Second half of the term

M. Recommended Grading Scale:

NUMERIC	GRADE	POINTS	DEFINITION
93–100	A	4.00	Superior
90–92	A-	3.67	Superior
87–89	B+	3.33	Above Average
83–86	B	3.00	Above Average
80–82	B-	2.67	Above Average
77–79	C+	2.33	Average
73–76	C	2.00	Average
70–72	C-	1.67	Below Average
67–69	D+	1.33	Below Average
63–66	D	1.00	Below Average
60–62	D-	0.67	Poor
00–59	F	0.00	Failure

N. College Procedures/Policies:

North Central State College believes that every student is a valued and equal member of the community.\* Every student brings different experiences to the College, and all are important in enriching academic life and developing greater understanding and appreciation of one another. Therefore, NC State College creates an inclusive culture in which students feel comfortable sharing their experiences.

Discrimination and prejudice have no place on the campus, and the College takes any complaint in this regard seriously. Students encountering aspects of the instruction that result in barriers to their sense of being included and respected should contact the instructor, assistant dean, or dean without fear of reprisal.

\* *Inclusive of race, color, religion, gender, gender identity or expression, national origin (ancestry), military status (past, present or future), disability, age (40 years or older), status as a parent during pregnancy and immediately after the birth of a child, status as a parent of a young child, status as a foster parent, genetic information, or sexual orientation*

Important information regarding College Procedures and Policies can be found on the syllabus located at:  
<https://ncstatecollege.edu/documents/President/PoliciesProcedures/PolicyManual/Final%20PDFs/14-081b.pdf>