Instructor: Konrad E. Gunderson  
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Office hours: TBA  
Office phone: 271-4278  
Instructor email: gunder@mwsc.edu  
Instructor web site: http://academic.mwsc.edu/gunder  
Course prerequisite: general studies mathematics (MAT112 or higher for business majors)  
Course description: an introduction to financial accounting for users and preparers of financial statements.

Daily class preparation and homework:  
A schedule of reading and homework assignments will be supplied. You should do assigned readings prior to class on the dates scheduled. Come to class with textbook, pencil, paper and a basic calculator as we will often work in-class exercises related to the day’s material.  
Assigned end-of-chapter homework are your responsibility to complete outside of class. An extensive list of check figures and answers is available on the instructor’s web site. In-class exercises and demonstrations, as well as textbook examples should allow you to complete assigned homework. If you are having difficulty solving homework problems, several options exist. There are tutors available at the center for academic support next to the library. In addition, a study guide for the text is available at the bookstore which contains additional examples, problems, and solutions. Do not wait to take action – waiting will only compound any problems you may be having. Do not hesitate to contact the instructor for help or advice.

Grading:  
There will be four components which determine your grade. 1. Tests. Four tests (approx. 80-90 points each) will be given, three during the semester and one during finals week. The dates for these are shown on your schedule of reading and homework assignments. 2. Terms. Prior to the start of each chapter you will be given a list of 3 terms which are defined in the reading for the next day; at the start of the next class period you will be asked to write out the precise definition of these terms on a blank piece of paper (6 points/2 per term). 3. Quizzes. As we move through each chapter you are expected to keep up with the homework assigned for each day. To provide you with an incentive and reward for doing this, after the day homework is due a 3-question quiz may be given over homework. There will be approximately 4-6 quizzes, each worth 6 points (2 points per question). 4. Ethics Essay (40 points). Recent failures in financial reporting (i.e. Enron, WorldCom) emphasize the importance of ethics in financial reporting. You will be asked to write a paper dealing with ethics in financial reporting based. Course grades are assigned based on percentage of total course points earned, with a standard of approximately 90% for an A, 80% for a B, 70% for a C, and 60% for a D.
Attendance:

Attendance at all class periods is strongly encouraged. Lack of attendance will be reported to the college office of financial aid to verify active participation of students receiving aid. It is recognized that students may occasionally miss class during the semester. In order to accommodate this, the 3 lowest scores on Terms and/or Quizzes will be dropped - thus, there will be no discussion of reasons why a student is absent in these cases. However, Tests must be taken on the dates scheduled. In accordance with MWSC guidelines, alternative test times will be provided for students participating in college sponsored sports or music events; when one of these events conflicts with a test it is your responsibility to supply me (in advance of the test) documents verifying the time and date of the event, and your participation in the event. Any other instances requiring a make-up test will be handled in accordance with guidelines stated in the MWSC policy guide. In no case will a make-up test be given due to forgetfulness or unpreparedness.