

Business Administration

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| Course Number: | BUAD 111 |
| Course Title: | FINANCIAL ACCOUNTING I |
| Credits: | 3 |
| Calendar Description: | This course is an introduction to the system in which information is collected by the accounting process and presented by financial statements. Accounting cycle, statement preparation, special journals, internal control and the accounting for cash, inventory, payroll, merchandising and sales tax are examined. Basic financial reporting will be reviewed. <i>(also offered by Distance Education)</i> |
| Semester and Year: | Fall 2019 |
| Prerequisite(s): | No |
| Corequisite(s): | No |
| Prerequisite to: | BUAD 121, 195, 207, 208, 236, 264, 272, 293, 298, 390 |
| Final Exam: | Yes |
| Hours per week: | 3 |
| Graduation Requirement: | BBA & Diploma - Required |
| Substitutable Courses: | No |
| Transfer Credit: | C |

Professors

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| <i>Mike Hazen</i> <i>Course Captain</i> | 250-762-5445 Ext 4925 | Kelowna: C138 | mhazen@okanagan.bc.ca |
| Brad Steinbart | 250-762- | | |

Course Objectives

This course will cover the following content:

- Analyzing and recording transactions
- Adjusting the accounts for financial statements
- Completing the accounting cycle (closing entries)

Course Schedule (subject to change at the discretion of the professor)

| 2019 Week of | | | |
|-----------------|---------|--|----------------|
| | | Wednesday, Sept 4 - Classes Start Monday, October 14 – Thanksgiving (no classes) Monday, November 11 – Remembrance Day (no classes) Wednesday, December 4 – Last Day of Regular Classes | |
| Sept | 2-6 | Introduction and Chapter 1 – Accounting in Action | Ch. 1 |
| | 9-13 | Accounting in Action The Recording Process | Ch. 1 Ch. 2 |
| | 16-20 | The Recording Process | Ch. 2 |
| | 23-27 | Adjusting the Accounts | Ch. 3 |
| | 30 4 | Adjusting the Accounts | Ch. 3 |
| | 7-11 | Completion of the Accounting Cycle | Ch. 4 |

14-

SKILLS ACROSS THE BUSINESS CURRICULUM

The Okanagan School of Business promotes core skills across the curriculum. These skills include reading, written and oral communications, computers, small business, and academic standards of ethics, honesty and integrity.

STUDENT CONDUCT AND ACADEMIC HONESTY

What is the Disruption of Instructional Activities?

At Okanagan College (OC), disruption of instructional activities includes student “conduct which interferes with examinations, lectures, seminars, tutorials, group meetings, other related activities, and with students using the study facilities of OC”, as well as conduct that leads to property damage, assault, discrimination, harassment and fraud. Penalties for disruption of instructional activities include a range of sanctions from a warning and/or a failing grade on an assignment, examination or course to suspension from OC.

What is Cheating?

“Cheating includes but is not limited to dishonest or attempted dishonest conduct during tests or examinations in which the use is made of books, notes, diagrams or other aids excluding those authorized by the examiner. It includes communicating with others for the purpose of obtaining information, copying from the work of othe