

# Bus 100 - Practical Accounting

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**Objective:** The purpose of this class is to introduce beginning bookkeeping practices and to prepare students for further study in accounting.

**Prerequisite:** None

**Text:** College Accounting  
By Heintz & Parry 22<sup>th</sup> Edition (Required)

Cengage Code

## Grading Weight:

Exam Chapters 1-3 (multiple choice)	100
Exam Chapters 4-5 (multiple choice)	100
Exam Chapters 6-7 (multiple choice)	100
Exam Chapters 8-9 (multiple choice)	100
Homework	400
Attendance	<u>200</u>
Total Points Possible	1000

**Typical Grading Scale:**

90% to 100%	= A
80 to 89	= B
70 to 79	= C

**Note:** For each absence subtract 20 points. For each tardy subtract 10 points. If a student is absent three times s/he will be dropped. Students that leave class early will be counted tardy or absent.

Aug 14	1,2,3
Aug 21	1,2,3
Aug 28	1,2,3
Sept 4	Labor Day
Sept 11	4,5 and Exam 1,2,3
Sept 18	4,5

<b>Sept 25</b>	<b>4,5</b>
<b>Oct 2</b>	<b>6,7 and Exam 4,5</b>
<b>Oct 9</b>	<b>6,7</b>
<b>Oct 16</b>	<b>6,7</b>
<b>Oct 23</b>	<b>6,7</b>
<b>Oct 30</b>	<b>8,9 and Exam 6,7</b>
<b>Nov 6</b>	<b>8,9</b>
<b>Nov 13</b>	<b>8,9</b>
<b>Nov 20</b>	<b>Thanksgiving Break</b>
<b>Nov 27</b>	<b>Exam 8,9</b>