



ACCT 2301 088 – Principles of Accounting 1

Course Syllabus: Summer 2026

“Northeast Texas Community College exists to provide personal, dynamic learning experiences empowering students to succeed.”

Instructor: Heidi Wooten

Office: BT 119 A

Phone: 903-434-8310

Email: hwooten@ntcc.edu

Weekday	Office Hours
Monday	Online
Tuesday	Online
Wednesday	Online
Thursday	Online
Friday	Online

This syllabus serves as the documentation for all course policies and requirements, assignments, and instructor/student responsibilities.

Information relative to the delivery of the content contained in this syllabus is subject to change. Should that happen, the student will be notified.

Course Description:

Three hours credit. This course is an introduction to the fundamental concepts of financial accounting as prescribed by U.S. generally accepted accounting principles (GAAP) as applied to transactions and events that affect business organizations. Students will examine the procedures and systems to accumulate, analyze, measure, and record financial transactions. Students will use recorded financial information to prepare a balance sheet, income statement, statement of cash flows, and statement of shareholders' equity to communicate the business entity's results of operations and financial position to users of financial information who are external to the company. Students will study the nature of assets, liabilities, and owners' equity while learning to use reported financial information for purposes of making decisions about the company. Students will be exposed to International Financial Reporting Standards (IFRS).

Prerequisite(s): None

Student Learning Outcomes:

- Use basic accounting terminology and the assumptions, principles, and constraints of the accounting environment.
- Identify the difference between accrual and cash basis accounting.
- Analyze and record business events in accordance with U.S. generally accepted accounting principles (GAAP).
- Prepare adjusting entries and close the general ledger.
- Prepare financial statements in an appropriate U.S. GAAP format, including the following: income statement, balance sheet, statement of cash flows, and statement of shareholders' equity.
- Analyze and interpret financial statements using financial analysis techniques.
- Describe the conceptual differences between International Financial Reporting Standards and U.S.

generally accepted accounting principles.

Evaluation/Grading Policy:

The breakdown of the course requirements is as follows:

Points	Requirement
250	Midterm Exam
250	Final Exam
200	Project
200	Homework
100	Multiple Choice Homework

Semester grades will be earned as follows

Percentage	Letter Grade
90% and above	A
80 %–89%	B
70 %–79%	C
60%–69 %	D
59.9% and below	F

Required Instructional Materials:

OpenStax Principles of Accounting, Volume 1.

You can choose either the Digital textbook at no cost or a printed text for a small fee (check the bookstore for details.) A pdf link to this text can be found in Blackboard.

Publisher: OpenStax

ISBN Number: 13: 978-1-593995942

Optional Instructional Materials:

None

Minimum Technology Requirements:

- Daily high-speed internet access

- PowerPoint
- Internet Explorer or Microsoft Edge as these browsers support Flash Player which is required to view these resources. If you are using a Mac, please use the Firefox browser.

Required Computer Literacy Skills:

- Email skills
- Basic computer usage skills

Course Structure and Overview:

This is an online, 5-week course and will require extensive engagement (with other students, the instructor, and the course materials) as well as timely completion of assignments. Assignments are multiple times a week. Thus, keeping up with the schedule is essential to your success. Your personal schedule must allow you to keep up with the due dates for the readings and other assignments. Late work is not allowed so you must plan your schedule carefully. The following items reflected your grade criteria and must all be completed and submitted via Blackboard.

Exams:

The midterm and final exams will consist of multiple-choice questions, and you will have 45 minutes to complete each exam. No exam grades will be dropped, and each exam is worth 250 points toward your final course grade. The exams will be timed (1 hour). Exams not taken by the assigned due date will receive a 25-point penalty for each day past the original due date. Please see the course schedule attached to this syllabus for dates.

Project:

Choose a U.S. based company that you are interested in learning about. Please email me for approval before beginning this project. Once you have selected a company and have approval, visit the company's website, and review the most recent annual report (also known as the 10K). This can be found within the company's investor relations page on their website.

Prepare a 2-page executive summary addressing the following questions and summarize what you have learned by evaluating your company's annual report.

- 1) Describe the industry and its outlook and summarize the company's future plans.
- 2) Identify the type of fiscal year that the company uses. Do you think the year end corresponds to the company's natural business year?
- 3) Find the company's balance sheet. From the asset accounts and liability accounts, find 4 examples of accounts that might have been related to an adjusting entry at the end of the year. For each example, tell whether it is a deferral or an accrual and suggest an income statement account that might be associated with it.
- 4) Find the summary of significant accounting policies that appear following the financial statements. In these policies, find examples of the application of going concern and accrual accounting. Explain your choices of examples.
- 5) Find the company's income statement. Is the format most like a single-step or multi-step format? Determine gross profit, income from operations, and net income for the last 2 years.
- 6) What are the topics of the notes to the financial statements? (Choose 3 to discuss)

This project is worth 200 points toward your overall course grade and is due as assigned within BB. Submissions should be made via an attachment in Microsoft Word or PDF format. Projects submitted late will be assessed a 20-point deduction for each day late up to 3 days. After that, students who have not submitted the project will receive a grade of zero.

Chapter Assignments:

Chapter homework assignments are to be completed in the format of your choosing (excel, handwritten, or word) and submitted in Blackboard. I cannot open “pages” files or “shared” files. Submissions received timely, but in a format that cannot be opened or as a blank document will be given an original grade of zero. If resubmitted correctly within 3 days of the due date, a penalty of 50% of the total point value for that assignment will be assessed. The assignments can be submitted for full credit no later than the assigned due date at midnight. The answers to all graded assignments will be posted immediately following the due date. See course schedule below for specific assignment due dates.

Chapter multiple choice assignments consist of 10 questions for each chapter, and you have 1 attempt. The assignments can be submitted for full credit no later than the assigned due date. Submissions received late, but within 3 days of the original due date will receive a penalty of 10% for each day late. After that, a grade of zero will be awarded. See course schedule below for specific assignment due dates.

Late Work Policy:

Please allow yourself an appropriate amount of time to complete the coursework. Students who wait until the last minute often miss the deadline and then cannot receive credit for their work. All due dates for the entire course are included with this syllabus so you can work as far ahead as you would like. This policy will be applied consistently, and exceptions will only be made for verifiable extenuating circumstances. Any request for an exception will require completion of a formal written request. Students should reach out to the instructor to obtain the appropriate forms for making this request. Please understand that I must adhere to this policy for all students.

Final Grades:

This course is set up on a point scale. You can calculate your grade at any time as all point values are listed on this syllabus. Your final course grade will be based upon this scale only. There are NO extra credit opportunities. In addition, there are no “retakes” for any assignments or exams. The scores that you receive on your original submissions will be what is counted toward your final grade. Please understand that I must adhere to this grading policy for all students so exceptions will not be made.

Communications:

- EMAIL: Please check your NTCC email EVERYDAY. Email is the official form of communication used here at NTCC. All emailed questions to the instructor will be responded to within 24 hours, but usually within a few hours when possible.
- PHONE: My office phone number is 903-434-8310, however this voicemail is only checked every 48 hours. Email comes directly to my phone, so this is the best form of communication. If you need immediate assistance, you may call my cell phone at 903-466-3853. I do not respond to long detailed questions via text message-if the text message is longer than 25 words then it needs to be an email. I will also not respond to text messages that do not include the name and course section of the student sending the message.
- ANNOUNCEMENTS: These can be found within Blackboard under the course link on your Bb homepage. Please make sure you read any announcements thoroughly when they are posted there.

Institutional/Course Policy:

Several elements are essential for your success in this course. You will need to understand these fully prior to

starting the course:

All online courses require extensive engagement (with other students, the instructor, and the course materials) as well as timely completion of assignments. Assignments are due multiple times per week. Thus, keeping up with the schedule is essential to your success. Your personal schedule must allow you to keep up with the due dates for the readings and other assignments. Late work is not allowed, so you must plan your schedule carefully. Although attendance is not the same as a face-to-face course you must “attend” regularly online to complete all assignments and meet required due dates.

Alternate Operations During Campus Closure and/or Alternate Course Delivery Requirements:

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Northeast Texas Community College to move to altered operations. During this time, Northeast Texas Community College may opt to continue delivery of instruction through methods that include, but are not limited to, online through the Blackboard Learning Management System, online conferencing, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor NTCC’s website (<http://www.ntcc.edu/>) for instructions about continuing courses remotely, Blackboard for each class for course-specific communication, and NTCC email for important general information.

Additionally, there may be instances where a course may not be able to be continued in the same delivery format as it originates (face-to-face, fully online, live remote, or hybrid). Should this be the case, every effort will be made to continue instruction in an alternative delivery format. Students will be informed of any changes of this nature through email messaging and/or the Blackboard course site.

Statement Regarding the Use of Artificial Intelligence (AI) Technology:

Employees and students shall be permitted to explore artificial intelligence (AI) and implement its use in and out of the classroom in accordance with policy and administrative regulations. The use of AI shall only be as a support tool to enhance student outcomes or as necessary to engage in research and shall never take the place of faculty, staff, and student decision-making. Any use of AI must comply with law, policy, and administrative regulations relating to student and employee privacy and data security. A student shall only use AI tools with faculty permission and shall be expected to produce original work and properly credit sources, including AI tools used in creating the work.

Example:

APA (7th edition)

OpenAI. (2026). ChatGPT (March 25 version) [Large language model]. <https://chat.openai.com/>

MLA (9th edition)

OpenAI. ChatGPT. 25 Mar. 2026, <https://chat.openai.com/>.

Employees or students who use AI tools to deceptively harm, bully, or harass others shall be disciplined in accordance with policy. [See DH, DIA series, FFD series, FFE, FLB, and the FM series] AI Use by Employees and Students. Northeast Texas Community College 225500 TECHNOLOGY RESOURCES CRB ARTIFICIAL INTELLIGENCE (LOCAL) DATE ISSUED: 12/8/2025 1 of 1 UPDATE 50 CRB(LOCAL)-AJC Adopted: 12/16/2025

NTCC Academic Honesty/Ethics Statement:

NTCC upholds the highest standards of academic integrity. The college expects all students to engage in their academic pursuits in an honest manner that is beyond reproach using their intellect and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. This course will follow the NTCC Academic Honesty and Academic Ethics policies stated in the Student Handbook. Refer to the student handbook for more information on these subjects.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodation for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodation as required to afford equal educational opportunity. It is the student's responsibility to request accommodation. An appointment can be made with the Academic Advisor/Coordinator of Special Populations located in Student Services and can be reached at 903-434-8264. For more information and to obtain a copy of the Request for Accommodations, please refer to the special populations page on the NTCC website.

Family Educational Rights and Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

Course Schedule:

Module	Graded Assignment	Points	Due Date
Module 1	Chapter 1 Multiple Choice Homework	10	Sunday, June 14
Module 1	Chapter 2 Multiple Choice Homework	10	Sunday, June 14
Module 1	Chapter 2 Homework EA 9, EA 10, EA 11 (Textbook page 104)	30	Sunday, June 14
Module 1	Chapter 3 Multiple Choice Homework	10	Sunday, June 14
Module 1	Chapter 3 Homework PA 11, PA 21 (Textbook pages 200 & 202)	20	Sunday, June 14
Module 2	Chapter 4 Multiple Choice Homework	10	Sunday, June 21
Module 2	Chapter 4 Homework PA 13, PA 18 (Textbook pages 275 & 277)	20	Sunday, June 21
Module 2	Chapter 5 Multiple Choice Homework	10	Sunday, June 21
Module 2	Chapter 5 Homework PA 5 (Textbook page 350)	10	Sunday, June 21
Module 3	Midterm Exam	250	Wednesday, June 24
Module 4	Chapter 9 Multiple Choice Homework	10	Sunday, June 28
Module 4	Chapter 9 Homework PA 54 (Textbook page 632)	10	Sunday, June 28
Module 4	Chapter 10 Multiple Choice Homework	10	Sunday, June 28
Module 4	Chapter 10 Homework EA 6, EA 7, PA 4 (Textbook pages 683 & 691)	30	Sunday, June 28
Module 4	Chapter 11 Multiple Choice Homework	10	Sunday, June 28
Module 4	Chapter 11 Homework EA 3, EA 4, EA 7, PA 12 (Textbook pages 732 & 738)	40	Sunday, June 28
Module 5	Chapter 14 Multiple Choice Homework	10	Thursday, July 2
Module 5	Chapter 14 Homework PA 4, PA 6, PA 7 (Textbook pages 917 & 918)	30	Thursday, July 2
Module 5	Chapter 16 Multiple Choice Homework	10	Thursday, July 2
Module 5	Chapter 16 Homework PA 8 (Textbook page 997)	10	Thursday, July 2
Module 6	Final Exam	250	Sunday July 5
Module 7	Project	200	Tuesday, July 7

The chapter homework assignments listed above are found at the back of each chapter in your textbook. Questions noted above that begin with “E” refer to “Exercises” and questions that begin with “P” refer to problems. For example, EA 6 would be Exercise Set A question #6 for the chapter that you are working on, and PA 4 would be Problem Set A question #4 for the chapter that you are working on.