

Accounting II

Course Description

This full year course is a continuation of Accounting I. The concepts and skills included in this course include: preparing a payroll; accounting for payroll and payroll taxes; accounting for uncollectible accounts receivable; and, accounting for plant assets, depreciation, and intangible assets. Students will further their understanding of the financial operation of businesses.

In alignment with the school's *Portrait of the Crusader*, this course encourages students to think critically about the synthesis of data and respond with defensible, original work; solve problems through innovation, imagination, and self-advocacy; and, analyze spheres of influence including community, nation, and world.

At the end of this course students will:

- Calculate employee earnings
- Determine payroll tax withholding
- Prepare payroll records and checks
- Account for payroll and payroll taxes
- Write off uncollectible accounts
- Account for plant assets and depreciation
- Account for short-term and long-term debt financing

Essential Questions

- Why is it important to prepare payroll records?
- How do you account for uncollectible accounts receivable?
- How is depreciation calculated and why is it important?
- How do you acquire and account for capital for growth and development?

Course Curriculum

Part 1: Payroll (Quarter 1)

Concepts and Skills:

- Calculate employee earnings
- Explain the purposes of payroll withholdings
- Determine payroll tax withholding
- Prepare and record payroll and payroll taxes
- Report and pay withholding and payroll taxes

Assessments:

- Quizzes, including terminology
- Workbook-Study Guide
- Application, Mastery, and Recycle Problems
- Tests to assess the terms, concepts and skills taught in the unit

Part 2: Uncollectible Accounts Receivable and Prepare Adjusting Entries (Quarter 2)

Concepts and Skills:

- Account for uncollectible accounts receivable
- Write-off and collect uncollectible accounts
- Account for promissory notes
- Adjust merchandise inventory and interest receivable
- Adjust accumulated depreciation
- Calculate federal income tax

Assessments:

- Quizzes, including terminology
- Workbook-Study Guide
- Application, Mastery, and Recycle Problems
- Tests to assess the terms, concepts and skills taught in the unit and aligned with previous units

Part 3: Acquiring Capital for Growth and Development and Accounting for Plant Assets, Depreciation, and Intangible Assets (Quarter 3)

Concepts and Skills:

- Account for short-term and long-term debt financing
- Account for capital stock
- Account for buying plant assets and paying property taxes
- Calculate and journalize depreciation
- Account for the disposal of plant assets
- Account for intangible assets

Assessments:

- Quizzes, including terminology
- Workbook-Study Guide
- Application, Mastery, and Recycle Problems
- Tests to assess the terms, concepts and skills taught in the unit and aligned with previous units

Part 4: Account for Inventory, Accruals, and Deferrals (Quarter 4)

Concepts and Skills:

- Determine the quantity of merchandise inventory
- Determine the cost of merchandise inventory
- Estimate inventory
- Account for accruals and deferrals

Assessments:

- Quizzes, including terminology
- Workbook-Study Guide
- Application, Mastery, and Recycle Problems
- Tests to assess the terms, concepts and skills taught in the unit and aligned with previous units

Resources

Required textbook and materials:

- Century 21 Accounting: General Journal, 10th edition. Gilbertson, Lehman, Gentene. Cengage 2014
- Century 21 Accounting: General Journal Working Papers, 10th edition. Gilbertson, Lehman, Gentene. Cengage 2014

Grading

There will be two to three tests each quarter as well as chapter quizzes. Homework will be assigned each chapter and should be turned in the next class unless otherwise directed. Late assignments will not be accepted unless there are unusual circumstances, points will be deducted. Assignments should be submitted through Canvas unless otherwise indicated.

Quarter Percentages:

Tests/Projects 35%

Quizzes 35%

Homework, classwork, participation 30%

Final Grade Percentages:

Quarter 1 20%

Quarter 2 20%

Midterm Exam 10%

Quarter 3 20%

Quarter 4 20%

Final Exam 10%

Grades	
90-100	A
80-89	B
75-79	C
70-74	D
0-69	F

- Attendance/Participation is necessary in order to succeed in this course.
- A final exam will be given in May.
- Makeup work for missed assignments will only be accepted for legitimate absences and must be completed and turned in before the test is given for that section.
- Academic Integrity and other policies can be found in the student/parent handbook.
- This syllabus may change based on student need and new information.