Syllabus for ACG 4901: Directed Study in Accounting (1 credit hour)
The Lutgert College of Business – Accounting Department
Spring 2017

CONTACT INFORMATION:
Instructor: Adrian Valencia CPA, PhD
Office: LH 3348
Email: avalencia@fgcu.edu (this is the best way to reach me)
Office hours: T & R 1230pm-3pm

IMPORTANT NOTE
Once you review the policies of the syllabus, please go to canvas to complete the “Mandatory Quiz” in the syllabus section. Everyone has to complete this quiz, due Friday (1/13/17) by 5pm.

TEACHING PHILOSOPHY
Education has allowed me to progress in life in ways that I never imagined. I feel very grateful that I had the opportunity to earn a college degree as this choice has opened many opportunities for me. I wish the same good fortune for you and I see my role as one of a facilitator of the ‘academic dream’ to you. Our successful efforts (student and professor) today will allow you to be prepared for a life of continual learning. The business world is full of ripening opportunities and your dedication to lifelong learning will allow you to reap the benefits of these opportunities. One of my favorite sayings: “LUCK IS WHEN PREPARATION MEETS OPPORTUNITY”.

COURSE INFORMATION (CRN #12355):
This is a directed study course. The student will investigate and report how accounting firms are using different computer software in their practice areas (audit, tax, etc).

Grade: Final written report based on findings (100% of grade).
Grade Scale: A=90 or above; B=80 – 89.9; C=70-79.9; D=60-69.9; and F=below 60.
Note: No (+’s) or (-’s) are issued.

ACCOUNTING COMPREHENSIVE EXAM (ACE):
The sequence of core classes that you are taking in the accounting program (intermediate accounting, cost, auditing, business law and tax) serves to prepare you for the Accounting Comprehensive Exam (ACE). All accounting majors are required to take the ACE exam at the end of ACG 4632 in order to earn a grade in that course. The ACE exam helps the Accounting Department assess whether students are meeting the learning goals established for the BS degree in accounting.

The knowledge you are gaining in the business foundation and core courses in principles of accounting, computers, economics, finance, information systems, law, management, marketing, and operations serves to prepare you for the Educational Testing Service (ETS) exam. All business majors are required to take the ETS exam at the end of GEB 4890 in order to graduate with a BS degree.

While your performance on ACE and ETS exams will not impact your grade in ACG 4632 or in GEB 4890, please take these exams very seriously. They are the main tools used to assess the BS degree program in accounting. It is imperative that you do your best in answering the questions. Otherwise, the results will not be reliable and the assessment will not be robust, a result that may jeopardize our SACS accreditation and the Academic Learning Compact we made with the State of Florida, along with having a negative impact on our AACSB accreditation (more about AACSB at: http://www.fgcu.edu/cob/ and click on the AACSB logo at the top left).
Those students performing above the 80% level in each of the eight sections of the ACE exam and those performing above 80% on the ETS exam will receive a letter of commendation from the Chair and/or Dean recognizing these achievement(s) which can be used as a resume item.

**LEARNING OBJECTIVES (LO):**

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<tr>
<th>Learning Objective</th>
<th>Assessment Strategy</th>
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<tr>
<td>1. Investigate and report how accounting firms are using different computer software in their practice areas (audit, tax, etc).</td>
<td>Written Assignment</td>
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When assessing the LOs above, if 90% of the students answer 80% of the question(s) correctly the assessment is exemplary; if 80% of the students answer 80% of the question(s) correctly the assessment exceeds expectations; if 70% of the student answer 80% of the question(s) correctly the assessment meets expectations; if less than 70% of the students answer 80% of the question(s) correctly, the assessment is below expectations; and if less than less than 60% of the students answer 80% of the question(s) correctly, the assessment fails.

**FASB ACCOUNTING STANDARDS CODIFICATION:**

To simplify the task of researching an accounting topic, the FASB launched the FASB Accounting Standards Codification project which integrates and topically organizes all relevant accounting pronouncements comprising GAAP in a searchable online database. The codification became effective on July 1, 2009. It represents the single source of authoritative nongovernmental U.S. GAAP, except for rules and interpretative releases of the SEC which remain as sources of authoritative GAAP. All other literatures is non authoritative. To access the online codification database, go to: http://aaahq.org/ascLogin.cfm To log in, you will need a user name and password which will be provided in class.

**DEPARTMENT POLICIES:**

1. CALCULATOR. NON financial calculator.

   NOTE: The required calculator is the only electronic device allowed to be used during class. **UNLESS PERMITTED BY THE INSTRUCTOR, THE USE OF ALL OTHER ELECTRONIC DEVICES (phones, pads, laptop computers. etc.) is PROHIBITED DURING CLASS.**

2. The schedules for the departmental courses offered (information on semester, day/night, other) are at:
   - ACG, TAX, and BUL (BS) - http://www.fgcu.edu/cob/acg/acg_annual.pdf
   - FIN (including ECO 3101) and REE (BS) - http://www.fgcu.edu/cob/fin/fin_annual.pdf
   - ACG, TAX, and BUL (MS) - http://www.fgcu.edu/cob/msacg/grad_acg_annual.pdf

3. Planning for pre-registration and graduation is your responsibility: The above schedules and LCOB advisors, along with the course prerequisite sequences described in the FGCU Catalog and degree program sheets, should assist you in ensuring that your plans are successfully implemented. Course substitutions and prerequisite exceptions will be granted only for exceptional circumstances that are clearly beyond the student's control. Poor or lack of planning is not one of those circumstances.

4. Useful FGCU Resources:
   - Florida Gulf Coast University Catalog (http://www.fgcu.edu/catalog/)
   - Florida Gulf Coast University Student Guide Book (http://studentservices.fgcu.edu/JudicialAffairs/)
   - Florida Gulf Coast University Code of Conduct (http://studentservices.fgcu.edu/JudicialAffairs/)
MISSION AND VISION:
LCOB Vision: The Lutgert College of Business will be known for excellence in applied business education.
LCOB Mission: The Lutgert College of Business educates and engages students and businesses in a collaborative community. We offer high quality educational programs that prepare our students to thrive in their professional careers.
ACCOUNTING DEPARTMENT Vision: To be the destination of choice for students who aim to master subject matter in the accounting curriculum and develop successful careers based on an accounting education.
ACCOUNTING DEPARTMENT Mission: To prepare students for mid-level careers in public accounting, service organizations, government, and industry by ensuring that graduates can effectively use technology in research and practice for life-long learning and to maintain professional competence. We strive to develop in students an understanding of their ethical responsibilities and the ability to communicate effectively with stakeholders (colleagues, clients, and others) of diverse backgrounds. Faculty members will employ cutting edge instructional methods and technologies for teaching balanced with a mix of applied/educational/basic research and service to institution, profession, the academy, and community.

UNIVERSITY STATEMENTS:

Academic Behavior Standards and Academic Dishonesty
All students are expected to demonstrate honesty in their academic pursuits. The university policies regarding issues of honesty can be found in the FGCU Student Guidebook under the Student Code of Conduct and Policies and Procedures sections. All students are expected to study this document which outlines their responsibilities and consequences for violations of the policy. The FGCU Student Guidebook is available online at http://studentservices.fgcu.edu/judicialaffairs/new.html

University Nondiscrimination Statement
Florida Gulf Coast University is committed to ensuring equity and fairness for all University employees, students, visitors, vendors, contractors and other third parties. As such, the University prohibits discrimination on the bases of race, color, national origin, ethnicity, religion, age, disability, sex (including sexual harassment/assault), gender identity/expression, marital status, sexual orientation, veteran status or genetic predisposition with regard to admissions, employment, programs or other activities operated by the University. This prohibition extends to enforcement of Title IX of the Education Amendments of 1972. Questions or complaints should be directed to the Office of Institutional Equity and Compliance (OIEC). The OIEC’s phone number is (239)745-4366; the OIEC email address is OIEC@fgcu.edu.

Disability Accommodations Services
Florida Gulf Coast University, in accordance with the Americans with Disabilities Act and the university’s guiding principles, will provide classroom and academic accommodations to students with documented disabilities. If you need to request an accommodation in this class due to a disability, or you suspect that your academic performance is affected by a disability, please see me or contact the Office of Adaptive Services. The Office of Adaptive Services is
located in the Wellness Building. The phone number is 239-590-7956 or Video Phone (VP) 239-243-9453. In addition to classroom and campus accommodations, individuals with disabilities are encouraged to create their personal emergency evacuation plan and FGCU is committed to providing information on emergency notification procedures. You can find information on the emergency exits and Areas of Rescue Assistance for each building, as well as other emergency preparedness materials on the Environmental Health and Safety and University Police Department websites. If you will need assistance in the event of an emergency due to a disability, please contact Adaptive Services for available services and information.

Student Observance of Religious Holidays
All students at Florida Gulf Coast University have a right to expect that the University will reasonably accommodate their religious observances, practices, and beliefs. Students, upon prior notification to their instructors, shall be excused from class or other scheduled academic activity to observe a religious holy day of their faith. Students shall be permitted a reasonable amount of time to make up the material or activities covered in their absence. Students shall not be penalized due to absence from class or other scheduled academic activity because of religious observances. Where practicable, major examinations, major assignments, and University ceremonies will not be scheduled on a major religious holy day. A student who is to be excused from class for a religious observance is not required to provide a second party certification of the reason for the absence.

Resources for Faculty General Education
Information on General Education program requirements is available online at http://www.fgcu.edu/General_Education/index.html

Service-Learning
Information on integrating service-learning into the course and course syllabus is available online at http://www.fgcu.edu/Connect/

Distance-Learning
Information on distance learning courses is available online at http://itech.fgcu.edu/distance/

Online Tutorials
Information on online tutorials to assist students is available online at http://www.fgcu.edu/support/Approved

Canvas Learning Management System and Demonstration Site Information on Canvas is available online at http://canvas.fgcu.edu/ and https://fgcu.instructure.com/courses/7692

Library Resources
Main page: http://library.fgcu.edu/
Tutorials & Handouts: http://library.fgcu.edu/RSD/Instruction/tutorials.htm
Research Guides: http://fgcu.libguides.com/
Faculty Support: http://library.fgcu.edu/faculty_index.html
Contact Us: http://library.fgcu.edu/LBS/about/contactus.htm
Respondus Monitor – Remote, Online Exam Monitoring
In order to protect the integrity of online assessments that are delivered to students off site in a non-proctored location, this course may employ Respondus Monitor technology that will allow for the web-enabled monitoring of exams and quizzes. Students must own a computer device and an associated webcam that meet the minimum requirements of the University’s standard remote monitoring system. Additional information:
- Respondus Monitor overview: http://respondus.com/products/monitor/
- Respondus Monitor Faculty Training and Workshops: TBA

Respondus LockDown Browser – Classroom and/or Remote Online Exams
In order to protect the integrity of classroom or remote online exams, this course may employ Respondus LockDown Browser technology that will allow for the student’s temporary restriction to a designated online testing website, disabling the ability to print, copy, access other applications or move to any other URL for the duration of the assessment. This technology may be used on campus in University computer classrooms or for remote delivery of quizzes and exams. [For online classes only: students must own a computer that meets the minimum requirements of the University’s standard lock down browser application.]
Additional information:
- Respondus LockDown Browser Faculty Training and Workshops: TBA

Lecture Capture Technology/FGCU Capture – Classroom Recording
This course may employ technology that will allow for audio and/or video recording of live classroom sessions. This lecture capture technology is utilized for the sole purpose of enhancing student learning. It may provide for supplemental student instruction via secure links to recorded session(s), the live stream of courses, presentations of off-site guest speakers and/or the delivery of course instruction utilizing “flipped classroom” methodologies. Student questions and/or comments may be included as a part of any session being recorded. See FGCU-CAPTURE for additional details and training http://aets.fgcu.edu/fgcucapture.asp

Center for Academic Achievement
The Center for Academic Achievement (CAA) provides academic support services to all FGCU students. Students can take advantage of our free peer tutoring and Supplemental Instruction sessions for lower-level math and science courses, as well as workshops to facilitate the development of skills necessary for college success. If you would like to participate in any of our programs, learn about tutoring services, or meet with an Academic Retention Coordinator, please visit the CAA in Library 103 or call us at (239) 590-7906. Our website is www.fgcu.edu/CAA.