

<b>Course Name</b>	ACCT 1111 Accounting IA Section 52
<b>CRN</b>	#91030
<b>Description</b>	<p>This is the first half of the introductory course to basic principles and practices of financial accounting. Students completing this course should have a basic understanding of concepts that are fundamental to recording and reporting of financial information for service and merchandising businesses.</p> <p>This course is not a correspondence course, but a distance learning course. This means that there is a schedule of due dates that must be met and requirements designed to not only to ensure learning, but the creation of a learning community.</p>
<b>Prerequisites</b>	Math 0930 or Accuplacer Algebra score of 72 or equivalent, RDG 0750 or Accuplacer Reading score of 69 or equivalent
<b>Start and End Dates</b>	May 19, 2008 – August 8, 2008
<b>Instructor Name</b>	Ann K. Brooks
<b>Phone</b>	224-3900 x 0421
<b>Email</b>	<a href="mailto:abrooks@cnm.edu">abrooks@cnm.edu</a>
<b>Required face-to-face meetings including but not limited to: Proctored exams, on campus presentations; orientations; midterm exams; final exams, etc.</b>	<p>Students are required to take a 2 hour <b>paper &amp; pencil, closed book</b>, final at the Academic Distance Learning and Make-up Testing Center (ADLMT) located on the Main Campus, S-21, as noted on the Class Schedule during the business hours of the Testing Center. The final is a <b>comprehensive</b> exam and covers all chapters. The final will be problem based. Specific days and times on Main Campus will be on the Class Schedule available the first day of classes.</p> <p>If you do not live in the Albuquerque area and cannot come to the Main Campus testing center for the final, you must notify me in writing via Blackboard email within the first two weeks of the semester. It is <b>your</b> responsibility to make other arrangements, approved by me, to take the proctored final. Examples of “approved” arrangements in the past are those made by students with other educational institutions in their area. Any cost of these arrangements is the responsibility of the student.</p>

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<b>Required Texts</b>	<p><b>Financial Accounting: Tools for Business Decision Making, 4th Edition w/WileyPLUS</b>  Paul Kimmel, Jerry J. Weygandt, and Donald E. Kieso, 2007,  John Wiley &amp; Sons</p> <p>Be sure that you purchase the package that contains the text and the WileyPLUS access code. If you have the textbook from a prior semester without the access code, there will be instructions on how to purchase the access code online in the Class Orientation Material available on the first day of class. <b>You must have the text and access code the first day of class.</b></p>
<b>Software Requirements: software student must purchase for this course.</b>	<p>Since this is an online course, there are some hardware and software requirements to access &amp; complete the course. See the Blackboard requirements for these minimum requirements. In addition, students will need access to Microsoft Word, EXCEL, and PowerPoint. <a href="#">Adobe Acrobat Reader</a>, which can be downloaded for free from the internet, may also be needed.</p> <p>In order to view the Media Streams that accompany this course, a high-speed internet connection is recommended. Also, students will need <a href="#">Real Player</a> (which is available for free, additional instructions will be contained in the course) in order to view these streams...</p>
<b>Recommended connection speed (Dial up, DSL, or High speed)</b>	The media streams load very slowly unless you have a high speed internet connection.
<b>Additional requirements for this course</b>	NA
<b>Online Information and time commitment</b>	Students should expect to spend at least 8-12 hours per week on this course.
<b>Additional instructions for registered students</b>	You must follow the directions on my website at <a href="http://planet.cnm.edu/abrooks">http://planet.cnm.edu/abrooks</a> to access the class on the first day. Failure to meet all orientation requirements by the Thursday deadline of the first week of classes, as noted within the Class Schedule, will result in you being dropped from the class for "nonattendance."

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<b>DL Tutorials</b>	<a href="http://www.cnm.edu/depts/dl/StudentTutorials.php">http://www.cnm.edu/depts/dl/StudentTutorials.php</a>