

# Accounting 1 Overview

Content Area: **Computer Science & Business**  
Course(s): **ACCOUNTING I**  
Time Period:  
Length: **90 Days**  
Status: **Published**

## Cover

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### EAST BRUNSWICK PUBLIC SCHOOLS

East Brunswick New Jersey

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Course Adoption: 4/21/1986

Curriculum Adoption: 4/21/1986

Date of Last Revision Adoption: 9/1/2017

## Course Overview

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## COURSE DESCRIPTION

The entire accounting cycle is covered, from analyzing transactions to preparing financial statements. This course is designed around the New Jersey Core Curriculum Content Standards and will give students an overview of the business world from which they might make educated choices for further study. This course stresses skills necessary for success in the business world such as keeping neat, accurate records in a single proprietorship. Students are introduced to solving problems employing the latest accounting software while using state of the art computers. Business simulations are used to reinforce learning skills of the accounting cycle. College bound students who expect to major in accounting or in business will find this course provides them with an excellent background as preparation for college and the business world.

## COURSE SCOPE AND SEQUENCE

Sequential Unit Description	Associated CPI's to be Achieved	Other Pacing Guide References	Proficiency (Summative) Assessments
Unit 1			-Completion of Course
Accounting Careers	CRP1		
Starting a Proprietorship	CRP2		Contracts
The accounting equation	CRP4		-Securing a folder for
How business activities change the accounting equation	9.3.12.FN-ACT.1		handouts
<ul style="list-style-type: none"> <li>Reporting financial information on a balance sheet.</li> </ul>	9.3.12.FN-ACT.2	10	-Successful completion Workbook and Study Guide exercises
<ul style="list-style-type: none"> <li>How transactions change owner's equity in an accounting equation.</li> </ul>	9.3.12.FN-ACT.3		
	9.3.12.FN-ACT.4		
<ul style="list-style-type: none"> <li>Reporting a changed accounting equation on a balance sheet</li> </ul>	9.3.12.FN-BNK.1		
	9.3.12.FN-BF.1		-Objective and Problem Chapter Test1
	CRP1		-Completion of course notes
Unit 2	CRP2		
Analyzing transactions into debit and credit parts	CRP4		-Discussion of chapter concepts and student's ability to answer questions based on concepts and facts.
<ul style="list-style-type: none"> <li>Using T accounts</li> </ul>	9.3.12.FN-ACT.1		
<ul style="list-style-type: none"> <li>Analyzing how transactions affect accounts</li> </ul>	9.3.12.FN-ACT.2	10	
<ul style="list-style-type: none"> <li>Analyzing how transactions affect owner's equity accounts</li> </ul>	9.3.12.FN-ACT.3		
	9.3.12.FN-ACT.4		
	9.3.12.FN-BNK.1		-Successful completion Workbook and

	9.3.12.FN-BF.1		Study Guide exercises
			-Unit test on chapter 2
Unit 3			-Completion of course notes
Journalizing Transactions	CRP1		-Discussion of chapter concepts and student's ability to answer questions based on concepts and facts.
• Journals, source documents and recording entries in a journal	CRP2		
• Journalizing buying insurance, buying on account and paying on	CRP4		
• Account	9.3.12.FN-ACT.1	15	
• Journalizing transactions that affect owner's equity and receiving	9.3.12.FN-ACT.2		-Successful completion Workbook and Study Guide exercises
• Cash on account	9.3.12.FN-ACT.3		
• Proving and ruling a journal	9.3.12.FN-ACT.4		
	9.3.12.FN-BNK.1		-Objective and Problem Unit Test on Chapter 3.
	9.3.12.FN-BF.1		-Completion of course notes
Unit 4	CRP1		-Discussion of chapter concepts and student's ability to answer questions based on concepts and facts.
Posting to the General Ledger	CRP2		
• Preparing a chart of accounts	CRP4		
• Posting separate amounts from a journal to a general ledger	9.3.12.FN-ACT.1	10	
• Posting column totals from a journal to a general ledger	9.3.12.FN-ACT.2		-Successful completion Workbook and Study Guide exercises
• Making correcting entries	9.3.12.FN-ACT.3		
	9.3.12.FN-ACT.4		
	9.3.12.FN-BNK.1		-Objective and Problem Unit Test on Chapter 4.
	9.3.12.FN-BF.1		
Unit 5	CRP1	15	-Completion of course notes

Cash Control Systems	CRP2		-Discussion of chapter concepts and student's ability to answer questions based on concepts and facts.
• Checking accounts	CRP4		
• Bank reconciliation	9.3.12.FN-ACT.1		
• Dishonored checks and electronic banking	9.3.12.FN-ACT.2		
• Petty Cash	9.3.12.FN-ACT.3		
	9.3.12.FN-ACT.4		-Successful completion Workbook and Study Guide exercises
	9.3.12.FN-BNK.1		
	9.3.12.FN-BNK.2		
	9.3.12.FN-BNK.3		-Business Simulation – Doing Your Banking, Provident Savings Bank handout.
	9.3.12.FN-BNK.4		
	9.3.12.FN-BNK.5		
	9.3.12.FN-BNK.6		
	9.3.12.FN-BNK.7		-Completion of Reinforcement Act 1 Part A.
	9.3.12.FN-BF.1		-Objective and Problem Unit Test on Chapter5.
			-Completion of course notes
Unit 6	CRP1		
Worksheet for a Service Business	CRP2		-Discussion of chapter concepts and student's ability to answer questions based on concepts and facts.
• Creating a worksheet	CRP4		
• Planning adjusting entries on a worksheet	9.3.12.FN-ACT.1		
• Extending financial statement information on a worksheet	9.3.12.FN-ACT.2	15	
	9.3.12.FN-ACT.3		-Successful completion Workbook and Study Guide exercises.
• Finding and correcting errors on the worksheet	9.3.12.FN-ACT.4		
• Using Microsoft Excel to produce work sheets to compute net income or net loss.	9.3.12.FN-BNK.1		
	9.3.12.FN-BF.1		Completion of chapter problems using

			Microsoft Excel.
			-Objective and Problem Unit Test on Chapter 6.
			-Completion of course notes
			-Discussion of chapter concepts and student's ability to answer questions based on concepts and facts.
Unit 7	CRP1		
	CRP2		
	CRP4		
Financial Statements for a Proprietorship	9.3.12.FN-ACT.1	5	-Successful completion Workbook and Study Guide exercises.
• Preparing an income statement	9.3.12.FN-ACT.2		
• Balance sheet information on a worksheet	9.3.12.FN-ACT.3		
	9.3.12.FN-ACT.4		Completion of chapter problems using Microsoft Excel.
	9.3.12.FN-BNK.1		
	9.3.12.FN-BF.1		
			-Objective and Problem Unit Test on Chapter 7.
			Completion of course notes
Unit 8	CRP1		
	CRP2		
Recording adjusting and closing entries for a service business	CRP4		
• Recording adjusting entries	9.3.12.FN-ACT.1	10	-Discussion of chapter concepts and student's ability to answer questions based on concepts and facts.
• Recording closing entries	9.3.12.FN-ACT.2		
• Preparing the post-closing trial balance	9.3.12.FN-ACT.3		
	9.3.12.FN-ACT.4		-Successful completion Workbook and Study Guide
	9.3.12.FN-BNK.1		

9.3.12.FN-BF.1

exercises.

Completion of chapter problems using Microsoft Excel.

Completion of Reinforcement Act 1 pt B

-Objective and Problem Unit Test on Chapter 8.

## CONTENT FOCUS AREA AND COURSE NAME

### Course Name: Accounting I, Part 1 - #1411 and #2405

Course Number	School Numbers	Course Level	Grads(s)	Credits	Min. Per Week	Elective/Required	Initial Course Adopted
1411	050	S	9-12	2.50	210	E	4/21/86
2405	055	S	8-9	2.50	210	E	4/21/86

## Standards

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9.3.12.FN-ACT.1	Describe and follow laws and regulations to manage accounting operations and transactions.
9.3.12.FN-ACT.3	Process, evaluate and disseminate financial information to assist business decision making.
9.3.12.FN-ACT.4	Utilize career-planning concepts, tools and strategies to explore, obtain and/or develop an accounting career.
9.3.12.FN-BF.1	Describe and follow laws and regulations to manage business operations and transactions in corporate finance.
9.3.12.FN-BF.2	Manage the use of financial resources to ensure business stability.
9.3.12.FN-BF.3	Utilize career-planning concepts, tools and strategies to explore, obtain and/or develop in a corporate finance career.
9.3.12.FN-BNK.1	Describe and follow laws and regulations to manage business operations and transactions in the banking services industry.
9.3.12.FN-BNK.2	Create and maintain positive, ongoing relationships with banking customers.
9.3.12.FN-BNK.3	Manage the use of financial resources to enhance banking performance.

9.3.12.FN-BNK.4	Demonstrate the use of banking technology and equipment.
9.3.12.FN-BNK.5	Plan, monitor and manage the day-to-day activities within a banking organization to ensure secure operations.
9.3.12.FN-BNK.7	Determine client needs and wants and respond through planned, personalized communication to guide purchase decisions and enhance future business opportunities in banking services.
9.3.12.FN-ACT.2	Utilize accounting tools, strategies and systems to plan, monitor, manage and maintain the use of financial resources.
9.3.12.FN-BNK.6	Utilize career-planning concepts, tools and strategies to explore, obtain and/or develop a career in banking services.
CAEP.9.2.12.C.1	Review career goals and determine steps necessary for attainment.
CAEP.9.2.12.C.2	Modify Personalized Student Learning Plans to support declared career goals.
CAEP.9.2.12.C.4	Analyze how economic conditions and societal changes influence employment trends and future education.

## **Grading and Evaluation Guidelines**

### **GRADING PROCEDURES**

In terms of proficiency level the East Brunswick grades equate to:

- A Excellent - Advanced Proficient
- B Good Above Average - Proficient
- C Fair - Proficient
- D Poor - Minimally proficient
- F Failing - Partially Proficient

### **COURSE EVALUATION**

Each quarter students will be evaluated with tests and programming assignments using a total point basis to determine the quarter average. The semester/course average will be a weighted average of the 2 quarter averages (40% each) and a final exam (20%)

Course achievement will be evaluated based on the percent of all pupils who achieve the minimum level of proficiency (final average grade) in the course. Student achievement levels above minimum proficiency will also be reported. Final grades, and where relevant mid-term and final exams, will be analyzed by staff for the total cohort and for sub-groups of students to determine course areas requiring greater support or modification.)

## **Other Details**

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### **12104 Accounting**

Accounting courses introduce and expand upon the fundamental accounting principles and procedures used in businesses. Course content typically includes the full accounting cycle, payroll, taxes, debts, depreciation, ledger and journal techniques, and periodic adjustments. Students may learn how to apply standard auditing principles and to prepare budgets and final reports. Calculators, electronic spreadsheets, or other automated tools are usually used. Advanced topics may include elementary principles of partnership and corporate accounting and the managerial uses of control systems and the accounting process.