

Unit #1: College Accounting 2021

Content Area: **Business/Tech.**
Course(s): **College Accounting**
Time Period: **September**
Length: **4 weeks**
Status: **Published**

Unit Overview

Review of material learned in Accounting 1 & 2. The accounting equation, the accounting process and banking procedures for a sole proprietorship will be reviewed.

Enduring Understandings

- A journal is used to record transactions in chronological order.
- Accounting is the language of business. Many individuals in a business complete accounting forms and prepare financial reports.
- It is important to determine that the amount of cash in the bank agrees with the balance in the cash account in the ledger.
- Posting transfers information from a journal entry to a ledger account.
- Reconciling the balance between a bank statement and a checkbook is an important aspect of cash control.
- Source documents are important in the accounting process because it is proof that a transaction took place.

Essential Questions

- How do transactions affect accounts?
- How do you identify a source document?
- What are the possible consequences if cash is not proven in a given month?
- What are the steps to post from the general journal to the general ledger?
- What is an asset? liability? owner's equity? revenue? expense?
- What is the relationship between a journal and a ledger?
- Why is it important to prepare a bank reconciliation when a statement is received?

Standards/ Indicators/Student Learning Objectives (SLOs)

Standards/Indicators

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.3	Identify transferable career skills and design alternate career plans.
CAEP.9.2.12.C.4	Analyze how economic conditions and societal changes influence employment trends and future education.
CAEP.9.2.12.C.5	Research career opportunities in the United States and abroad that require knowledge of world languages and diverse cultures.
CAEP.9.2.12.C.6	Investigate entrepreneurship opportunities as options for career planning and identify the knowledge, skills, abilities, and resources required for owning and managing a business.
CAEP.9.2.12.C.7	Examine the professional, legal, and ethical responsibilities for both employers and employees in the global workplace.
CAEP.9.2.12.C.9	Analyze the correlation between personal and financial behavior and employability.

Student Learning Objectives (SLOs)

- SWBAT correctly classify accounts and identify their proper normal balance.
- SWBAT explain the accounting process.
- SWBAT identify a source document and prepare a journal entry from the information.
- SWBAT prepare a bank reconciliation.

Lesson Titles

- Review of account classifications and account balances
- Review of banking procedures
- Review of source documents
- Review of the accounting process

Career Readiness, Life Literacies, & Key Skills

TECH.9.4.12.CI.1	Demonstrate the ability to reflect, analyze, and use creative skills and ideas (e.g., 1.1.12prof.CR3a).
TECH.9.4.12.CI.2	Identify career pathways that highlight personal talents, skills, and abilities (e.g., 1.4.12prof.CR2b, 2.2.12.LF.8).
TECH.9.4.12.CI.3	Investigate new challenges and opportunities for personal growth, advancement, and transition (e.g., 2.1.12.PGD.1).
TECH.9.4.12.CT.2	Explain the potential benefits of collaborating to enhance critical thinking and problem solving (e.g., 1.3E.12prof.CR3.a).
TECH.9.4.12.CT.3	Enlist input from a variety of stakeholders (e.g., community members, experts in the field) to design a service learning activity that addresses a local or global issue (e.g., environmental justice).

Inter-Disciplinary Connections

MA.N-Q.A.1	Use units as a way to understand problems and to guide the solution of multi-step problems; choose and interpret units consistently in formulas; choose and interpret the scale and the origin in graphs and data displays.
MA.N-Q.A.3	Choose a level of accuracy appropriate to limitations on measurement when reporting quantities.
MA.N-CN.A	Perform arithmetic operations with complex numbers.
SOC.6.1.12.A.14.a	Evaluate the effectiveness of the checks and balances system in preventing one branch of national government from usurping too much power during contemporary times.
SOC.6.1.12.C.5.a	Analyze the economic practices of corporations and monopolies regarding the production and marketing of goods, and determine the positive or negative impact of these practices on individuals and the nation and the need for government regulations.
SOC.6.1.12.C.14.b	Judge to what extent government should intervene at the local, state, and national levels on issues related to the economy.
SOC.6.1.12.D.5.a	Analyze government policies and other factors that promoted innovation, entrepreneurship, and industrialization in New Jersey and the United States during this period.

Equity Considerations

Amistad Mandate

Topic: African Americans as CPA's and worker retention

Materials Used: <https://www.cpajournal.com/2021/01/20/advice-for-retaining-african-american-accountants/>

Addresses the Following Component of the Mandate:

- Vestiges of Slavery in this Country

Holocaust Mandate

Topic: Bias in the stock market

Materials Used: <https://psycnet.apa.org/record/2019-62261-006>

Addresses the Following Component of the Mandate:

- Bias
- Bigotry
- Bullying
- Holocaust Studies
- Prejudice

LGBTQ and Disabilities Mandate

Topic: The challenges of LGBTQIA employees in an accounting workplace

Materials Used: <https://www.accountingtoday.com/news/lgbtqia-employees-leaving-accounting-profession>

Addresses the Following Component of the Mandate:

- Economic
- Political
- Social

Climate Change

Topic: Sustainability of young CPAs

Materials Used: <https://us.aicpa.org/interestareas/youngcpanetwork/resources/opportunities-in-sustainability-for-cpas>

Addresses the Following Component of the Mandate:

- Economic
- Political
- Social

Asian American Pacific Islander Mandate

Topic: Violence against Asian Americans and how it's impacting the workplace

Materials Used: <https://www.icpas.org/information/copy-desk/insight/article/summer-2021/standing-with-asian-americans-in-accounting>

Addresses the Following Component of the Mandate:

- Economic
- Political
- Social

Instructional Strategies, Learning Activities, and Levels of Blooms/DOK

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Instructional Strategies

- "Work Together" and "On Your Own" Problems on SmartBoard
- Intervention tutoring
- MindTap online program to self monitor progress
- Teacher provided notes through power point presentation

Learning Activities and Levels of Bloom/DOK

- Adapt techniques learned to the automated accounting system
- Analyze teacher provided material for potential problems and ethical conflicts

- Apply concepts learned to chapter problems
- Define current chapter vocabulary
- Formulate decisions and create accounting documents based on sound accounting principles
- Interpret and determine whether or not proper accounting procedures have been utilized
- Outline chapter material

Modifications

ELL Modifications

- Choice of test format (multiple-choice, essay, true-false)
- Continue practicing vocabulary
- Provide study guides prior to tests
- Read directions to the student
- Read test passages aloud (for comprehension assessment)
- Vary test formats

504 and IEP Accommodations & Modifications

- Allow for redos/retakes
- Assign fewer problems at one time (e.g., assign only odds or evens)
- Differentiated center-based small group instruction
- Extra time on assessments
- Highlight key directions
- If a manipulative is used during instruction, allow its use on a test
- Opportunities for cooperative partner work
- Provide reteach pages if necessary
- Provide several ways to solve a problem if possible
- Provide visual aids and anchor charts
- Test in alternative site
- Tiered lessons and assignments
- Use of a graphic organizer

- Use of concrete materials and objects (manipulatives)
- Use of word processor

Gifted and Talented Modifications

- Alternate assignments/enrichment assignments
- Enrichment projects
- Extension activities
- Higher-level cooperative learning activities
- Pairing direct instruction with coaching to promote self-directed learning
- Provide higher-order questioning and discussion opportunities
- Provide texts at a higher reading level
- Tiered assignments
- Tiered centers

At Risk Modifications

- Additional time for assignments
- Adjusted assignment timelines
- Agenda book and checklists
- Answers to be dictated
- Assistance in maintaining uncluttered space
- Books on tape
- Concrete examples
- Extra visual and verbal cues and prompts
- Follow a routine/schedule
- Graphic organizers
- Have students restate information
- No penalty for spelling errors or sloppy handwriting
- Peer or scribe note-taking
- Personalized examples
- Preferential seating
- Provision of notes or outlines
- Reduction of distractions
- Review of directions
- Review sessions
- Space for movement or breaks
- Support auditory presentations with visuals
- Teach time management skills

- Use of a study carrel
- Use of mnemonics
- Varied reinforcement procedures
- Work in progress check

Benchmark Assessments

Skills-based assessment

Reading response

Writing prompt

Lab practical

Formative Assessment

Warm-up

- Learning log with daily objective
- Question of the day
- Vocabulary of the day

Anticipatory Set

- Material learned in Accounting 1 & 2

Closure

- Bullseye Bulletin Board
- Learning log with memorable learning and weekly learning survey

Alternative Assessments

Performance tasks

Project-based assignments

Problem-based assignments

Presentations

Reflective pieces

Concept maps

Case-based scenarios

Portfolios

Summative Assessment

- Benchmark Assessment on Review of Accounting 1 & 2 material
- Mastery Problems 1 & 2 Using Source Documents to complete Accounting tasks

Resources & Materials

- Intuit Accounting software
- South-Western Publishing, Century 21 Accounting 10e, Textbook and Workbook

Technology

- Google Classroom
- <https://www.startheregoplaces.com/teacher/classroom-resources/navigating-issues-workplace/>
- <https://www.youtube.com/watch?v=SyzxFBmy-HQ>
- Intuit Accounting Software

TECH.8.1.12.A.3	Collaborate in online courses, learning communities, social networks or virtual worlds to discuss a resolution to a problem or issue.
TECH.8.1.12.A.4	Construct a spreadsheet workbook with multiple worksheets, rename tabs to reflect the data on the worksheet, and use mathematical or logical functions, charts and data from all worksheets to convey the results.
TECH.8.1.12.A.CS2	Select and use applications effectively and productively.
TECH.8.1.12.B.CS1	Apply existing knowledge to generate new ideas, products, or processes.

TECH.8.1.12.C.CS4	Contribute to project teams to produce original works or solve problems.
TECH.8.1.12.D.CS1	Advocate and practice safe, legal, and responsible use of information and technology.
TECH.8.1.12.D.CS2	Demonstrate personal responsibility for lifelong learning.