

OAKTON COMMUNITY COLLEGE
GENERIC COURSE SYLLABUS

I.	<u>Course Prefix</u>	<u>Course Number</u>	<u>Course Name</u>	<u>Credit:</u>	<u>Lecture:</u>	<u>Lab:</u>
	ACC	290	Topics in Accounting	1-4	0-4	0-4

II. Course Prerequisite:
Prerequisite may varies by topic.

III. Course Description:
Course covers selected current topics in Accounting; one identified for each section. Possible content includes: Income Tax Update, Payroll Tax Update, and Case Studies in ethics for Accounting.

IV. Learning Objectives: (i.e. Income Tax Update)
To prepare students to demonstrate an understanding of concepts and ability to solve problems in the following areas.

- A. Current Tax Season's Forms
- B. Rates, Credits, Penalties
- C. Personal Deductions
- D. Business Deductions
- E. Corporations

V. Academic Integrity:
Students and employees at Oakton Community College are required to demonstrate academic integrity and follow Oakton's Code of Academic Conduct. This code prohibits:

- cheating,
- plagiarism (turning in work not written by you, or lacking proper citation),
- falsification and fabrication (lying or distorting the truth),
- helping others to cheat,
- unauthorized changes on official documents,
- pretending to be someone else or having someone else pretend to be you,
- making or accepting bribes, special favors, or threats, and
- any other behavior that violates academic integrity.

There are serious consequences to violations of the academic integrity policy. Oakton's policies and procedures provide students a fair hearing if a complaint is made against you. If you are found to have violated the policy, the minimum penalty is failure on the assignment and, a disciplinary record will be established and kept on file in the office of the Vice President for Student Affairs for a period of 3 years.

Details of the Code of Academic Conduct can be found in the Student Handbook.

VI. Outline of Topics: (i.e. Income Tax Update)

- A. Current Year's Tax Forms
- B. Rates
- C. Credits
- D. Penalties
- E. Personal Deductions
- F. Business Deductions
- G. Business Use vs. Personal Use
- H. Corporations

VII. Methods of Instruction:

- In Example-

- A. Lecture and discussion
- B. Working problems and reviewing solutions
- C. Collaborative work
- D. Case problems

VIII. Course Practices Required:

- In Example -

Students must perform on a college level in reading, writing, problem solving, oral presentation and applications of principles.

IX. Instructional Materials:

- In Example -

IRS Publications
Prepared Handouts

X. Methods of Evaluating Student Progress:

- In Example -

- A 90 -100%
- B 80 - 89%
- C 70 - 79%
- D 60 - 69%
- F Below 60%

XI. Other Course Information:

If you have a documented learning, psychological, or physical disability, you may be entitled to reasonable academic accommodations or services. To request accommodations or services, contact the ASSIST office in the Learning Center. All students are expected to fulfill essential course requirements. The College will not waive any essential skills or requirements of a course or degree program.

Effective beginning term Spring 2008 ending term _____
(term year) (term year)

Syllabus prepared by: Jay Cohen Date: 1/10/08

Reviewed by Dept/Program chair: Jay Cohen Date: 1/10/08

Approved by Dean: Bradley P. Wooten Date: January 2008