

OAKTON COMMUNITY COLLEGE
CLASS SCHEDULE
Accounting 176 OC1 PEACHTREE
Accounting with Peachtree II - Online
Fall Semester 2011

Instructor: Jack Neymark

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Office Hours: By appointment

I am available to meet with students by appointment in the **1860 lab at the Des Plaines campus**. Please email me to set up a day and time. I will respond to your request within 24 hours, or by the next business day.

This schedule is **subject to change** as conditions necessitate. The student is responsible for staying current at all times. Your grade will **depend heavily upon timely and complete presentation** of all written and printed work assignments.

All current week's assignments are due at the **end of each week, on Sunday not later than 11:55 PM**, as noted on the schedule below. Schedule changes will be communicated to you via D2L email.

Any report that the author asks you to **print** should be submitted in an Excel **worksheet** in the Excel **workbook** for that specific week's assignment.

Below is the suggested schedule for the semester.

(You can always work ahead of the schedule.)

- Homework should be submitted via the assignments area in D2L. I have provided the instructions for submitting your homework assignments in D2L. See the *Course Instructions link* on the course homepage. For each chapter shown below in the course schedule, you are required to complete the matching quiz. The matching quiz for each of these chapters is due by the Sunday following the weekending date noted below. See the *Quizzes link* on the course homepage. All chapters include an *Analysis Question* for 5 points *extra credit*.
- Carefully review the PowerPoint slides on the course site to supplement each textbook chapter.
- You may use the Communication Tools such as Student Discussions and Send Email to share questions, ideas and comments with other students in the class. Under no circumstances will any inappropriate postings be acceptable. See the Student Discussions and Send Email on the course homepage.

- Instructions for the projects are detailed in the *weekly schedule below*. There are specific due dates for each project. The projects are required to be completed utilizing the Peachtree software, which is included in your textbook. You must submit all the projects as either Excel or Word documents via the D2L assignment submission procedure.
- See the *Calendar link* on the course homepage for specific due dates of the discussion threads, quizzes, projects and exams. **Note that any course work submitted after the due date will be reduced by 15% of the maximum points.**

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WEEK ENDING	TOPIC	HOMEWORK	PROJECTS TO SUBMIT
WEEK1 10/16/11	Chapter 8	Multiple-Choice Questions Pg. 272. Exercise 8-1 & 8-2 Pg. 274. Complete Quizzes-Chapter 8. See the course content link. Extra Credit: Analysis Question pg.275	
	Chapter 9	Multiple-Choice Questions Pg. 318. Exercise 9-1 Pg. 320 & 9-2 Pg. 323. Complete Quizzes-Chapter 9. See the course content link. Extra Credit: Analysis Questions pg.327	
	Chapter 10	Short-Answer Questions Pg. 355. Exercise 10-1 Pg. 358 & 10-2 Pg. 360. Complete Quizzes-Chapter10. See course content link. Extra Credit: Analysis Questions pg.362	
WEEK2 10/23/11	Chapter 11	True/Make True Questions Pg. 408. Exercise 11-1 Pg. 410 & 11-2 Pg. 413. Complete Quizzes Chapter 11. See the course content link. Extra Credit: Analysis Questions pg.417	

	Project 1A	Pg. 429-Student-Designed Service Business	Chart of Accounts, Acct Reconciliation, Account Register, GL Trial Balance (adjusted), Balance Sheet, Income Statement, Statement of Retained Earnings, Statement of Cash Flow, Statement of Changes in Financial Position & Post-Closing Trial Balance. Pg 430.
WEEK3 10/30/11	Chapter 16 Chapter 17 Chapter 18	Multiple-Choice Questions Pg. 689. Exercise 16-1 & 16-2 Pg. 692. Complete Quizzes Chapter 16. <i>See the course content link. Extra Credit: Analysis Question pg.692</i> Multiple-Choice Questions Pg. 710. Exercise 17-1 & 17-2 Pg. 712. Complete Quizzes Chapter 17. <i>See the course content link. Extra Credit: Analysis Question pg.713</i> Short-Answer questions Pg. 727. Exercise 18-1 & 18-2 Pg 729. Complete Quizzes Chapter 18. <i>See the course content link. Extra Credit: Analysis Question pg.729</i>	

WEEK4 11/6/11	Project 2A	Pg. 665 Student-Designed Merchandising Business.	General Ledger Trial Balance, Account Reconciliation Report, Inventory Valuation Report, Balance Sheet, Income Statement and Statement of Cash Flow. Pg. 666
	Project 3	Pg. 731-Norcross Computer Club.	Chart of Accounts, Account Reconciliation, Account Register-First Federal Bank, Cash Disbursements Journal, Cash Receipts Journal, General Journal, General Ledger Trial Balance, Balance Sheet, Income Statement, Statement of Cash Flow & Statement of Retained Earnings. Pg. 739.

WEEK5 11/13/11	Special Project	China Trade, Inc. (Click here to download instructions)	Balance Sheet (adjusted), Income Statement (adjusted), General Journal & GL Trial Balance (with adjustments). Pg.9,10 &11
WEEK6 11/20/11	Final Exam Project 4	Pg. 741- RW Manufacturing	GL Trial Balance, Balance Sheet, Income Statement, Statement of Cash Flow, Statement of Retained Earnings, Job Profitability Report, Inventory Profitability Report, Payroll Register, Chart of Accounts, Customer List, Vendor List, Purchase Journal, Cash Disbursements Journal, Sales Journal, Cash Receipts Journal, Cost of Goods Sold Journal & General Journal. Pg. 762.