



# Accounting



**Grades:** 10<sup>th</sup> - 12<sup>th</sup>

**Prerequisite:** None

**Credits:** 1

**Teacher:** Mrs Sterrenberg

**Website:** <http://www.wchssterrenberg.weebly.com>

**Email:** [erika.sterrenberg@watseka.schools.org](mailto:erika.sterrenberg@watseka.schools.org)

**School Homepage:** <http://www.watseka-u9.k12.il.us>

**Office Hours:** Room 141; Before/After School

**Resources:** Multicolumn Journal, Century 21 Accounting, 9<sup>th</sup> Edition

Working Papers, Chapters 1-24, Century 21 Accounting 9E

**Supplies:** 3-Ring Binder, Pencil, Paper, Red Correction Pen, and Calculator

## **Course Description:**

Accounting is a skill level course that is valuable to all students pursuing a strong background in business. This course includes planned learning that develops initial and basic skills used in computing, classifying, recording, verifying, and maintaining numerical data involved in financial and product control records, including paying and receiving money. Instruction includes information on keeping financial records, summarizing management for decision making. Accounting computer applications will be integrated throughout the course where applicable. Practice sets with business papers will be used to emphasize actual business records management.

## **Instructional Methods:**

Techniques used include teacher and student demonstrations, guided and independent practice, lectures, technology, review games, and guest speakers. Team-based and cooperative group work will be applied. A simulation is used to apply the accounting concepts.

## **Learning Outcomes:**

Each student will:

- Demonstrate accounting procedures for a service business organized as a sole-proprietorship
- Demonstrate accounting procedures for a merchandising business organized as a corporation

- Demonstrate accounting procedures for a control system of a merchandising business organized as a corporation.

## **GRADING PROCEDURES**

Daily Work Assignments: 70%  
Tests and Quizzes: 30%

## **GRADING SCALE**

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

## **How to SUCCEED in Accounting I**

- READ your materials
- Hand in ALL assignments on time and completed
- LISTEN
- Take notes to learn principles and concepts
- Keep absences at a minimum
- Be in class ON TIME and PREPARED
- Have a positive attitude
- Double-Check your work
- Be and ACTIVE learner
- Study PRIOR to tests and quizzes

## **Assignments**

Majority of assignments are done in class. It is crucial that you attend class every day. Certain assignments will be accepted as late work after the due date, but points will be deducted based on the amount of days late. Any assignment turns to a ZERO after the 5<sup>th</sup> school day from due date of the assignment. Tests and quizzes must be made up within TWO days of an absence due to excused illness or absence. If illness exceeds two days, then the student will get additional days for each excused absence.

## **Attendance**

Each student is expected to be to class on time and in their assigned seat when the bell rings. If you are absent, it is YOUR responsibility to make arrangements to make up your work. You will receive two days for every excused absence for make-up work. If you are truant, you will receive no credit! Tardiness is an inappropriate disruption to the classroom environment and will be enforced according to school policy.