COURSE OUTLINE		
TERM: Spring 2027	**COURSE NO:** BFIN 141	
INSTRUCTOR:	**COURSE TITLE:** Introductory Accounting I	
OFFICE: **LOCAL:** **E-MAIL:** @capilanou.ca	**SECTION NO(S):**	**CREDITS:** 3
OFFICE HOURS:		
COURSE WEBSITE:		

Capilano University respectfully acknowledges that our campuses are located on the unceded territories of the səlilwətaɬ (Tsleil-Waututh), Sḵwx̱wú7mesh (Squamish) and xʷməθkʷəy̓əm (Musqueam) Nations.

COURSE FORMAT
Three hours of class time, plus an additional hour delivered through on-line or other activities for a 15-week semester, which includes two weeks for final exams. May be delivered online or mixed mode.

COURSE PREREQUISITES/CO-REQUISITES
None

CALENDAR DESCRIPTION
This course is an introduction to financial accounting concepts and business principles. Students will analyze and record business transactions and create financial statements, and they will be exposed to a broad range of topics including business organizations, asset management, liability reporting and financial statement analysis. (CPA transferable with BFIN 142).

COURSE NOTE
BFIN 141 is an approved Quantitative/Analytical course for baccalaureate degrees.
BFIN 141 is an approved Numeracy course for Cap Core requirements.
BFIN 141 is equivalent to TOUR 116. Duplicate credit will not be granted for this course and TOUR 116.
Students with developing math skills are strongly recommended to take BADM 102 as a prerequisite or corequisite.

REQUIRED TEXTS AND/OR RESOURCES
Harrison, Horngren, Thomas, Berberich, Seguin (Current Edition). *Financial Accounting.* Toronto: Pearson.

Financial Calculator (Recommended: Texas Instruments BAIIPlus)

COURSE STUDENT LEARNING OUTCOMES

On successful completion of this course, students will be able to do the following:

1. Prepare journal entries, adjusting and closing journal entries as well as Financial Statements (including Balance Sheet and Income Statement) in accordance with generally accepted accounting principles.
2. Demonstrate internal control procedures to manage cash and accounts receivable
3. Identify Inventory costs and transactions using various costing methods.
4. Recognize the purchase of property, plant and equipment, depreciation and disposal of property, plant and equipment and amortization of intangible assets using various methods.
5. Identify a company's financial performance through analytical long form questions
6. Demonstrate how to account for current liabilities including certain liabilities (AP, unearned revenue, bank and other loans, taxes), uncertain liabilities (provisions and contingencies) and payroll transactions.

Students who complete this Numeracy course will be able to do the following:

1. Apply both analytical and numerical skills to solve problems.
2. Summarize and analyze data in quantitative forms.
3. Interpret and draw conclusions from an analysis of quantitative data.
4. Represent quantitative information in a variety of forms (e.g. symbolically, visually, numerically, and verbally).
5. Incorporate quantitative evidence in support of an argument.

COURSE CONTENT

Week	Topic
1-5	Introduction • The accounting environment • The accounting equation and financial statements The Balance sheet • Analyze, record and post financial transactions • T-accounts and Journal entries • Trial Balances and the classified balance sheet • Analyze balance sheet using ratios The Income Statement • Analyze income statement using ratios • Revenue and Expense recognition • Adjusting and closing entries Adjustments, Financial Statements & Financial Results • Adjusting and closing entries Fraud, Internal Control & Cash • Internal Control • Bank Reconciliations
6	Midterm Exam

7-13	Merchandising Operations and the Multi-step Income Statement • Merchandising costing, transactions & financial statements with perpetual method • Analyze multi-step Income Statement, i.e. Gross Profit Inventory and Cost of Goods Sold • Inventory costing • Lower of cost or net realizable value • Implications of inventory costing methods Receivables, Bad Debt Expense and Interest Revenue • Uncollectible accounts • Short-term receivable • Calculate and analyze receivables ratios Long-lived Tangible and Intangible Assets • Costing • Use Depreciation/ depletion methods • Consider the implications of different depreciation/ depletion methods Current liabilities • Understand implications of Current Notes Payable on ratios • Payroll liabilities
14-15	Final Exam Period: Final Exam

EVALUATION PROFILE

Assessment	**Percentage**	**LO**
In Class Assignments / Case Studies (*I and/or **T)	25%	1,2,3,4,5,6
Take home assessments (*I)	10%	1,2,3,4,5,6
Quiz 1 (*I)	10%	1,2
Midterm exam (*I)	20%	1,2
Quiz 2 (*I)	10%	1,2,3,4
Final Exam (Comprehensive) (*I)	25%	1,2,3,4,5,6
Total	100%	

*I is for individual work. **T is for teamwork.

Take home assessments: There will be at least five assessments covering the topics outlined in the course content.

In Class Assignments/Case Studies: There will be an introduction to the case method through at least three case studies covering the topics outlined in the course content and opportunities for self-reflection and review. Case Studies will build upon a common template that is used throughout BFIN 141, BFIN 142 (or BFIN 193) and BFIN 246. Case studies should be worth 5% - 10%.

Quiz 1: In-class quiz to assess students' understanding of the functions of accounting and finance, the balance sheet and the income statement within a small business and describe why they are important.

Midterm Exam: It covers an understanding of the functions of accounting and finance, the balance sheet, the income statement, adjusting and closing entries, and internal controls and cash.

Quiz 2: In-class quiz to assess students' understanding of inventory costing, receivable, expenses, depreciation, and merchandising transactions.

Final Exam: It covers all learning outcomes and topics in the course. The final exam is comprehensive and will assess students' ability to apply accounting concepts, analyze financial results, and interpret the impact of various accounting methods and transactions on financial statements.

GRADING PROFILE

A+ = 90-100	B+ = 77-79	C+ = 67-69	D = 50-59
A = 85-89	B = 73-76	C = 63-66	F = 0-49
A- = 80-84	B- = 70-72	C- = 60-62	

Incomplete Grades
Grades of Incomplete "I" are assigned only in exceptional circumstances when a student requests extra time to complete their coursework. Such agreements are made only at the request of the student, who is responsible to determine from the instructor the outstanding requirements of the course.

Late Assignments
Assignments are due on the due date listed on eLearn. If you anticipate handing in an assignment late, please consult with your instructor beforehand.

Missed Exams/Quizzes/Labs etc.
Make-up exams, quizzes and/or tests are given at the discretion of the instructor. They are generally given only in medical emergencies or severe personal crises. Some missed labs or other activities may not be able to be accommodated. Please consult with your instructor.

Attendance
Students are expected to attend all classes and associated activities.

English Usage
Students are expected to proofread all written work for any grammatical, spelling and stylistic errors. Instructors may deduct marks for incorrect grammar and spelling in written assignments.

Electronic Devices
Students may use electronic devices during class for the purposes of completing in-class assignments, participating in class sessions and note-taking only.

On-line Communication
Outside of the classroom, instructors will (if necessary) communicate with students using either their official Capilano University email or eLearn; please check both regularly. Official communication between Capilano University and students is delivered to students' Capilano University email addresses only.

UNIVERSITY OPERATIONAL DETAILS

Tools for Success
Many services are available to support student success for Capilano University students. A central navigation point for all services can be found at: https://www.capilanou.ca/student-services/

Capilano University Security: download the CapU Safe Alert App

Policy Statement (S2009-06)
Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Academic Integrity, Academic Probation and other educational issues. These and other policies are available on the University website.

Academic Integrity (S2017-05)
Any instance of academic dishonesty or breach of the standards of academic integrity is serious and students will be held accountable for their actions, whether acting alone or in a group. See policy and procedures S2017-05 Academic Integrity for more information:
https://www.capilanou.ca/about-capu/governance/policies/

Violations of academic integrity, including dishonesty in assignments, examinations, or other academic performances, are prohibited and will be handled in accordance with the Student Academic Integrity Procedures.

Academic dishonesty is any act that breaches one or more of the principles of academic integrity. Acts of academic dishonesty may include but are not limited to the following types:

Cheating: Using or providing unauthorized aids, assistance or materials while preparing or completing assessments, or when completing practical work (in clinical, practicum, or lab settings), including but not limited to the following:

- Copying or attempting to copy the work of another during an assessment;
- Communicating work to another student during an examination;
- Using unauthorized aids, notes, or electronic devices or means during an examination;
- Unauthorized possession of an assessment or answer key; and/or,
- Submitting of a substantially similar assessment by two or more students, except in the case where such submission is specifically authorized by the instructor.

Fraud: Creation or use of falsified documents.

Misuse or misrepresentation of sources: Presenting source material in such a way as to distort its original purpose or implication(s); misattributing words, ideas, etc. to someone other than the original source; misrepresenting or manipulating research findings or data; and/or suppressing aspects of findings or data in order to present conclusions in a light other than the research, taken as a whole, would support.

Plagiarism: Presenting or submitting, as one's own work, the research, words, ideas, artistic imagery, arguments, calculations, illustrations, or diagrams of another person or persons without explicit or accurate citation or credit.

Self-Plagiarism: Submitting one's own work for credit in more than one course without the permission of the instructors, or re-submitting work, in whole or in part, for which credit has already been granted without permission of the instructors.

Prohibited Conduct: The following are examples of other conduct specifically prohibited:

- Taking unauthorized possession of the work of another student (for example, intercepting and removing such work from a photocopier or printer, or collecting the graded work of another student from a stack of papers);
- Falsifying one's own and/or other students' attendance in a course;
- Impersonating or allowing the impersonation of an individual;
- Modifying a graded assessment then submitting it for re-grading; or,
- Assisting or attempting to assist another person to commit any breach of academic integrity.

Sexual Violence and Misconduct

All Members of the University Community have the right to work, teach and study in an environment that is free from all forms of sexual violence and misconduct. Policy B401 defines sexual assault as follows:

> Sexual assault is any form of sexual contact that occurs without ongoing and freely given consent, including the threat of sexual contact without consent. Sexual assault can be committed by a stranger, someone known to the survivor or an intimate partner.

Safety and security at the University are a priority and any form of sexual violence and misconduct will not be tolerated or condoned. The University expects all Students and Members of the University Community to abide by all laws and University policies, including B.401 Sexual Violence Policy and B.401.1 Sexual Violence Procedure (found on Policy page https://www.capilanou.ca/about-capu/governance/policies/)

Emergencies: Students are expected to familiarise themselves with the emergency policies where appropriate and the emergency procedures posted on the wall of the classroom.