

# ACC - 122 - Principles of Accounting I

## 2025-2026 Course Proposal Form

### Course Information

Please select which best fits this course proposal:\*

- Course New/Reactivation Proposal
- Course Revision Proposal
- Course Retirement Proposal
- Course Outcomes Revision Proposal

Department\*

Course Type:\*

NEW Course Type:

NEW Prefix:

Prefix:\*

Course Number:\* 122

Course Title:\* Principles of Accounting I

Credit(s):\* 3

Course Description:\* This course covers the accounting process: the observation, measurement, and reporting of economic activity in order to develop information useful for decision-making. Basic underlying accounting procedures and techniques involved in recording and classifying business transactions, accounting cycles, journals, ledgers, working papers, financial statements, procedures involved in adjusting and closing accounting records, accrued and prepaid items, petty cash, banking, bad debts and depreciation are covered.

Lecture Hours:\* 3

Laboratory Hours:\* 0

Clinical Hours:\* 0

**Internship Hours:**\* 0

**Prerequisite(s):** **Pre-requisites need to be removed from the course.** Satisfactory reading and writing placement or ENG 097.

**Corequisite(s):** N/A

**Pre / Corequisite(s):** **Pre/Co-requisites need to be removed from the course.** ENG 101 and satisfactory math placement or MATH 109.

**Required Materials\*** Check with the College Bookstore for required materials

**Course Learning Outcomes:\*** Upon successful completion of the course, students will be able to:

1. complete the accounting cycle for a service business
2. complete the accounting cycle for a merchandising business
3. account for cash
4. account for inventory
5. account for receivables

**Student Learning  
Outcomes:\***

Students who successfully complete Principles of Accounting will:

1. define and use accounting terms
2. apply accounting concepts/principles
3. use accounting equation
4. prepare service business financial statements
5. define specific accounting terms
6. apply debit and credit rules
7. record transactions
8. post transactions
9. prepare trial balance
10. prepare business chart of accounts
11. define cash-basis accounting
12. define accrual/basis accounting
13. apply revenue and matching principles
14. prepare adjusting entries
15. prepare adjusted trial balance
16. prepare accounting worksheet
17. complete accounting cycle
18. close temporary accounts
19. classify current & long-term assets/liabilities
20. evaluate merchandising firm's operating income
21. account for inventory purchases/sales
22. compute COGS/gross margin
23. adjust merchandising firm's accounts
24. close merchandising firm's accounts
25. prepare merchandising firm's financial statements
26. describe accounting information system
27. prepare special accounting journals
28. prepare receivable/payable subsidiary ledgers
29. explain internal control system
30. prepare bank reconciliation/entry
31. account for petty cash transactions
32. prepare allowance method uncollectible accounts entries
33. prepare direct method uncollectible accounts entries
34. account for notes receivable entries
35. report financial statement receivables
36. account for periodic and perpetual inventory
37. apply specific-unit, weighted-average, FIFO, and LIFO costing methods
38. estimate gross margin and retail method inventory
39. apply lower of cost or market inventory rule
40. define and explain common types of receivables
41. illustrate accounting for sales on credit, credit card sales, and debit card sales
42. apply the direct write off method for uncollectibles
43. apply the allowance method for uncollectibles
44. illustrate accounting for notes receivable

- Select up to 2 of the following:\***
- Communicate effectively in oral and written formats
  - Employ or utilize information access and literacy skills
  - Demonstrate problem-solving and critical thinking skills
  - Employ mathematical and science literacy skills
  - Acquire a cultural, artistic and global perspective
  - Demonstrate professional and human relations skills

- Select at least 3 of the following:\***
- Practice Quizzes
  - Paper Drafts
  - Class Discussions/Q&A
  - Low-stakes Group Work
  - Homework Assignment
  - Surveys/Polls
  - Laboratory/Instrument Practice
  - Written Reflections
  - Self-appraisal using study guides, quiz software, interactive textbook
  - Other

- Select at least 2 of the following:\***
- Instructor-Created Exams/High-Stakes Quizzes
  - Standardized Tests
  - Laboratory Reports
  - Final Projects
  - Final Essays/Research Papers
  - Final Presentations
  - Final Reports
  - Internships/ Clinical Site Evaluations
  - Other

**Minimum Acceptable Standards\*** For quizzes, homework, and assessment activities listed, the instructor's analysis of satisfactory demonstration of knowledge will be used: on summative methods such as exams, papers, or projects, achieving a letter grade of "C", or 70% or above will demonstrate satisfactory understanding and basic mastery of outcomes.

**Justification:\*** Students are currently facing difficulties registering for this class without specific instruction from the program director as well as overrides from the ACTION Center. All English and Math utilized in this course is at an introductory level, and does not require additional courses to understand the materials.

**Last Semester Needed:** N/A

**Impact Report:** N/A

**Other Courses or Programs:** N/A

**Institutional Resources:**

Faculty will no longer have to approve overrides, ACTion Center employees will not longer have to provide overrides.

**Current Students:**

NA

**Transferability, National / Regional Association Standards, Etc.:**

N/A

**Mission; General Education Outcomes / Requirements:**

N/A

**Administrative Use Only**

**Course OID:**

**Information or Voting Item:**

- Information Item (If the proposal does not impact other courses, select this option)
- Voting Item

**Implementation Semester and Year\***

Fall 2025

