



ACNT 1331 SYLLABUS HOUSTON COMMUNITY COLLEGE

ACNT 1331- Federal Income Taxation of Individuals: It includes a study of the laws implemented by the Congress and their interpretation by the IRS and the courts. Subjects addressed include gross income, deductions, losses, credits, tax computations, basis determination, capital gains and losses, and depreciable business property.

PREREQUISITE: ACNT 2302 (Principles of Accounting II)

Instructor: **S. Bridges. CPA, Cr.FA, MBA, JD**

Professor of Accounting

E-mail: E-mails for the course are to be sent by J mail in Eagle Online

Course Reference Number

ACNT 1331-0004

Class Number 43529

Mode of Instruction: Distance Education

Basic Course Goals

The primary purpose of this course is to provide the student with a comprehensive introduction to individual taxation. The course is designed to meet the needs of those students who are preparing for a career in accounting and/or taxation.

Syllabus Changes

The syllabus is subject to change. When changes occur the instructor will advise the students on Eagle Online. **It is the student's responsibility to check Eagle 2.0 Online and CONNECT for announcements and important information.**

Required Textbook and Related Material

Taxation of Individuals and Business Entities: Chapters 1 - 25, 2015 Edition

by Spilker, Ayers, Robinson, Outslay, Worsham, Barrick, Weaver. New York, N.Y.: McGraw-Hill Irwin, 2015.

Before you buy a book, please read page 8 of this syllabus. Regarding the course URL, this will be provided on the first day of class in Eagle 2.0 Online.

McGraw-Hill Connect Plus Learning Module:

www.mhbm.com

McGraw-Hill Digital Support

www.mcgrawhillconnect.com/support

McGraw-Hill Support by Phone

1-800-331-5094

M-TH: 7am-3pm (CST)

F: 7am-8pm (CST)

Sat: 9am-7pm (CST)

Sunday: 11am-1am (CST)

Registration closes Saturday, February 28th

Beginning fall 2014, McGraw-Hill's has *courtesy* access period of 14 days. Registration for CONNECT will end on Saturday, February 28th.

You must use Mozilla/Firefox as your browser for any CONNECT classes as well as for Eagle Online. You can download Mozilla browser without cost.

Evaluation and Requirements

Taxation is a discipline. It is an exciting and challenging subject. At Houston Community College, the SCANS (Secretary's Commission for Achieving Necessary Skills) workplace competencies and foundations skills have been integrated into this course. The background of SCANS as well as the skills and competencies identified by this commission are discussed at the end of the syllabus.

Students are responsible for the "learning objectives" at the beginning of each chapter. They are expected to read all assigned chapters, and complete the assignments by the due dates indicated in CONNECT Plus. Because of the diverse backgrounds of students, students are expected to raise questions regarding areas that they have read and do not comprehend. Raising questions will aide me in teaching critical thinking skills recognized by the Commission as one of three foundation skills.

Taxation is best learned through careful reading and doing problems. This will require a considerable commitment of time and effort from you as in any distance education course. This subject cannot be mastered passively. The concepts and ideas can be compared to building blocks, i.e. each serves as a foundation for new ones. It is extremely important that each student be actively involved in the learning process. **THE UPSHOT:** promptly log into Eagle at the start of the class using the User ID or W number that you were issued upon admission and the password you created for your HCC Email (issued upon enrollment through the Student System), register for CONNECT, read and comprehend the textbook, be attentive to instructor's postings in Eagle or CONNECT, complete the required assignments and exams, and ask for help if you cannot resolve a question.

I am providing *the solutions to the end-of-chapter problems in Eagle Online*. The solutions will be for the numbers used in the text problems. Your homework assignments are algorithmic. The problems are the same as the textbook, but the numbers are different. The solutions provide guidance on how an exercise should be done, and of course, I am here to answer your questions. In addition, there is a link to CONNECT in Eagle.

In my courses, students are expected act ethically as espoused by SCANS. In addition, they are to display courtesy both to me and fellow classmates in accordance with the personal quality skill of sociability identified by SCANS.

Professional behavior and a positive attitude are expected.

SCANS require that students learn to communicate effectively in the workplace, so e-mails are expected to have correct punctuation and capitalization.

Evaluation Requirements-Grades will be based on the following:

Two Sectional Recaps online	100 points
Homework Assignments	300 points*
Proctored Comprehensive Final	<u>200 points**</u> REQUIRED TO PASS COURSE
Total Points	<u>600 points</u>

*Homework Assignments must be completed in CONNECT Plus and include chapter exercises, problems, LearnSmart, chapter quizzes.

****Proctored final** is required by the Texas State Board of Public Accountancy. Final is to be taken at the specified date and time at the Spring Branch campus, or, if the student is outside of the HCC service area, between May 7th-May 12th at a qualified testing center with computer and internet access. All students are expected to confirm to me by **APRIL 10TH** where they will be taking the exam.

Grading Scale:

90 – 100%	=	A	(540 to 600 points)
80 - 89%	=	B	(480 to 539 points)
70 - 79%	=	C	(420 to 479 points)
60 - 69%	=	D	(360 to 419 points)
BELOW 60%	=	F	(0 to 359 points)

Drops and Withdrawals

It is the responsibility of each student a) to know the official drop date and, if necessary, b) to officially drop or withdraw from a course. Failure to officially withdraw may result in the student receiving a grade of F in the course. HCCS professors no longer may give a *W* after the official drop date.

Although it is the responsibility of the student to drop or withdraw the course, if you do not timely complete 75% of the online work, I may drop you from the course.

International Students: Receiving a **W** in a course may affect the status of your student visa. Once a **W** is given for the course, it will not be changed to an **F** because of visa considerations.

Students who repeat a course for a third time (or more) will face substantial tuition/fee increases at HCC and other Texas public colleges and universities. Please seek tutoring and other assistance if you are not receiving passing grades.

Beginning fall 2007, the State of Texas imposes penalties on students who withdraw/drop courses excessively. Students are limited to no more than *six* total course withdrawals throughout their educational career at a Texas public college or university. Students are encouraged to review the [HCC 6 Drop Policy](#).

Course Assignments

I cannot deny that tax requires *careful* reading and involvement. *Do not wait until the last minute regarding material you do not understand.* I want you to not only to succeed, but to do well in the course! Contact me relating concepts and problems that you do not understand. It is important for you to acquire awareness of taxation since it is a vital component of any business as well as your personal finances.

Recaps

In accordance with the SCAN skills discussed on the following pages, students are expected to raise questions regarding areas that they have read and do not comprehend. The sectional recaps cover material in the chapter and information posted.

There will be a total of two *sectional recaps* and a *comprehensive proctored* final. There will be no make-ups.

FINAL

The FINAL Exam is required by the Texas State Board of Public Accountancy to be a proctored exam. **There are no makeup final exams.**

I will be proctoring the final exam at the Spring Branch campus (I-10 and Sam Houston Tollway) the weekend prior to final exam week. If you are in the area, I expect you to take it at the time I will arrange at Spring Branch. You may take the final exam at an HCC testing center if that testing center proctors finals. You are responsible for making the arrangements and providing me with the contact person, phone number, e-mail address of the specific person in-charge as well as any necessary form.

If you are outside the HCC student service area, of course, you will need to find a qualified testing center with internet access and computers and providing me with the contact person in charge of the testing site, telephone number, e-mail address, and requisite form. You will need to take the test between May 7th-May 12th.

Students will need to **let me know by April 10th** your arrangement for the final. A photo ID will be necessary.

Incompletes

According to HCC policy, an incomplete is at the discretion of the instructor. My policy is *not* to give an incomplete.

Academic Honesty

Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/or disciplinary proceedings may be initiated against a student accused of scholastic dishonesty and include a zero on the assignment or an F in the course.

Scholarly dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. It includes the *appearance* of impropriety. Those that allow others to copy their work are exhibiting scholarly dishonesty.

All assignments in this class are individual assignments unless specifically designated otherwise. The work that you turn in is to be your work product and not simply copied from another person or source. You are not to allow others to copy your work.

HCCS Website

Our website is: www.hccs.edu

CONNECT Website

In conjunction with the SCAN workplace competencies, the course has incorporated the use of computers to aid the student with comprehension of the material as well as enhance intellectual communication with other classmates.

If you have trouble registering with the URL provided in Eagle Online on the first day of class, you will need to contact the McGraw-Hill technical support. Once you have registered, you will be able to use the CONNECT link in Eagle Online to access the homework assignments.

Eagle Online 2.0 Website

You can reach the Eagle Online website without going through the Northwest College homepage by simply going to: <https://eo2.hccs.edu/login/index.php> . Be sure to use the latest version of Firefox as your browser.

Eagle Online 2.0 can also be reached by going to the HCCS homepage and clicking on Information for Students. As you can see your Eagle Online 2.0 login user ID will be your HCC User ID (sometimes referred to as the “W” number). Your password will be the one you created for your HCC Email (issued upon enrollment through the Student System).

For Eagle Online documentation, tutorials (including movies), phone and chat support, go to the [HCC Eagle Online support website](#). Phone support: 713-718-2000, options 4, 2, 3 (available 24 x 7)

You are expected to check your mail, announcements, and discussion postings in Eagle Online 2.0 on a regular basis.

Assignment Schedule

A copy of the assignment schedule will be posted on Eagle Online 2.0.

Distance Education:

The Distance Education Student Handbook is located at:

<http://de.hccs.edu/media/houston-community-college/distance-education/student-services/2013-2014HCCDEStudentHandbook-%28Revised8-1-2013%29.pdf>

Students with Disabilities

Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc.) who needs to arrange reasonable accommodations must contact the Disabilities Services Office since faculty is authorized to provide only the accommodations requested by the Disability Support Services Office.

Disability Support Services Offices:

System: 713.718.5165

Central: 713.718.6164 (Includes Deaf and Hard of Hearing Services and Students Outside of the HCC District service areas)

Northwest: 713.718.5422

Northeast: 713.718.8420

Southeast: 713.718.7218

Southwest: 713.718.7909

To visit the ADA Web Site, log on to www.hccs.edu and click Information for Students. Click again on Students and Choose Disability Services.

EGLS3-Evaluation for Greater Learning, Student System

At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. The college has requested that during a designated time, you respond to researched-based questions related to instruction.

Our Entire Academic Discipline/Program Learning Outcomes

1. Students will be able to read, listen, speak, and write proficiently in preparation for presentations with clients, accounting firms and compliance work.
2. Students will demonstrate understanding of the complete accounting cycle.
3. Students will be able to reconcile & verify account balances, audit for internal control, and prepare financial statements.
4. Students will be able to prepare financial statements & tax returns utilizing computerized software packages, i.e.: Turbo Tax, Peachtree, and/or QuickBooks.

Course Student Learning objectives based on above SLOs

The student will be able to:

- describe the different tax rate structures and calculate a tax.
- perform the basic steps in tax research and evaluate various tax law sources when faced with ambiguous statutes.
- contrast tax avoidance and tax evasion
- determine a taxpayer's filing status
- apply basic income exclusion provisions to compute gross income.
- identify the common deductions necessary for calculating adjusted gross income (AGI)
- compute general types of tax credits
- apply cash and accrual methods to determine business income and expense deductions
- calculate the deduction allowable under special cost recovery rules (§179, bonus, listed property)
- calculate the amount of gain or loss recognized on the disposition of assets used in a trade or business
- calculate the deduction for portfolio investment-related expenses
- compare and contrast taxable and nontaxable fringe benefits
- compute the saver's credit
- compute the taxable gain on the sale of a residence

SCANS-Secretary's Commission for Achieving Necessary Skills

SCANS workplace competencies and foundations skills have been integrated into Principles of Accounting.

Background- What skills will prepare our youth to participate in the modern workplace? What skill levels do entry-level jobs require? In 1990, Elizabeth Dole, then Secretary of the Department of Labor, established the Secretary's Commission on Achieving Necessary Skills (SCANS) to answer these questions.

Specifically, the Commission was directed to advise the Secretary on the level of skills required to enter employment. In carrying out this charge, the Commission was asked to do the following:

- Define the skills needed for employment
- Propose acceptable levels of proficiency
- Suggest effective ways to assess proficiency, and
- Develop a dissemination strategy for the nation's schools, businesses, and homes

SCANS research verifies what we call *workplace know-how* that defines effective job performance today. This know-how has two elements: *competencies* and *a foundation*. This report identifies five competencies and a three-part foundation of skills and personal qualities that lie at the heart of job performance. These eight requirements are essential preparation for all students, whether they go directly to work or plan further education. Thus, the competencies and the foundation should be taught and understood in an integrated fashion that reflects the workplace contexts in which they are applied.

The five SCANS workplace competencies identified by the Commission are the following:

1. Resources-An ability to identify, organize, and allocate time, money, materials, space, and people. Much of what you do in the classroom can help students develop competency with resources. Emphasize planning skills in relation to preparing, working, and completing assignments.
2. Interpersonal-Skills to participate as a member of a team, teach others, serve customers, exercise leadership, negotiate, and work with others possessing diverse backgrounds. Cooperative/collaborative learning activities are an effective way to teach interpersonal lessons and challenges of the activities.
3. Information-An ability to acquire, organize, evaluate, interpret, and communicate information along with using computers to process information. Competency with information is basic to any classroom. Emphasize those efforts to master information skills prepare students for future employment.
4. Systems-An understanding of social, organizational, and technological systems; ability to monitor and correct performance; a competence in the design and improvement of systems. Look for opportunities for students to use critical thinking skills to identify and analyze systems in their school, community, nation, and world.
5. Technology-The knowledge and skill to select equipment and tools, apply technology to specific tasks, and maintain and troubleshoot software and hardware. Although there are many forms of technology that can be used in your class, computers create real interest and opportunities for your students. Encourage your students to make computers an important part of their education, whether the computers are used in self-paced learning or in-group projects.

Conclusion-The three SCANS foundation skills identified by the Commission are the following:

1. Basic Skills-Reading, writing, mathematics, listening, and speaking. Classroom activities can develop and reinforce all these basis skills. Teaching these skills in the classroom can provide cross-curricular opportunities.
2. Thinking Skills-Creative thinking, decision making, problem solving, seeing things in the mind's eye, knowing how to learn, and reasoning. During their careers, students will need this foundation to adapt to a rapidly changing society. Helping students to think critically becomes very important so that they may adjust to change. Seek opportunities for students to stretch their minds, find new answers, ask hard questions, and lay foundations for lifelong learning.
3. Personal Qualities-Responsibility, self-esteem sociability, self-management, and integrity. Throughout their lives, your students will need to get along with others, e.g. classmates, friends and family, customers, and co-workers. Look for changes to reinforce good personal qualities and remember the power of teaching by example.

Federal Income Tax, ACNT 1331 – Individual/ Federal Corporate Tax, ACNT 1347

The **required** textbook for this course is:

McGraw-Hill's *Taxation of Individuals & Business Entities*
2015 edition w/ConnectPlus

- The textbook is bundled with Connect Plus™ to help you succeed in this course and is also mandatory for assignment submittal.
- If you purchase the required items separately, you will likely end up paying more than you will for this bundle.
- PLEASE Read your options carefully!

\$186.75 **Best Bargain!	\$130.00 **Best Digital Bargain!	\$266.80
Package: Loose-Leaf textbook w/Connect Plus™ ISBN 9781259138478	ConnectPlus™ (Includes eBook and homework access only!!)	Package: Loose-Leaf textbook w/Connect Plus™ ISBN 9781259138478
Print & Digital Solution <i>Good for BOTH 1331 & 1347</i>	All-Digital Solution <i>Good for BOTH 1331 & 1347</i>	Print & Digital Solution <i>Good for BOTH 1331 & 1347</i>
ONLY Available Online at: Standard 5-7 day shipping applies	Purchase Online (obtain Connect section URL from your instructor)	Available at Bookstores On Campus & Off Campus
*URL is listed below		

*<http://shop.mheducation.com/mhshop/productDetails?isbn=1259393569>

Please contact McGraw-Hill if you have questions about the textbook or need help with registration. Course URL will be available February 14, 2015. The above URL is for ordering text directly from publisher.
Direct Number: 1-800-331-5094; Live Chat: <http://mcss.mhhe.com/>