



## **Accounting II**

**Course Information**

<b>Grade(s):</b>	11-12
<b>Discipline/Course:</b>	Business/ Advanced Accounting
<b>Course Title:</b>	Accounting II 51350
<b>Prerequisite(s):</b>	Grade of a “C+” or higher in Accounting 1
<b>Course Description:</b> <i>Program of Studies</i>	This ½ year course will build upon the accounting terminology and functions introduced in the beginning accounting course, Accounting 30. The emphasis in this course is on accounting for businesses, specifically partnerships and corporate formations. This course will closely examine planning accounting systems for specific business needs as well as closely examine accounting for departmentalized business, payroll, taxes and inventory. This course will also use QuickBooks to introduce students to accounting software.
<b>Course Essential Questions:</b>	<ul style="list-style-type: none"> <li>● How will an accounting system help a business owner make good business decisions?</li> <li>● How does a business choose a method to report financial information and how does this impact the accounting procedures used?</li> <li>● What essential organizational records are presented by the accounting function?</li> <li>● Why are financial statements considered a picture of the financial health of a company?</li> <li>● What is the relationship between assets, liabilities and owner’s equity in the preparation of accounting records and reports?</li> <li>● How does a business organize payroll records and report earnings and payroll taxes in financial statements?</li> <li>● How do businesses select an inventory method and use it to calculate and analyze inventory?</li> <li>● How do businesses account for and record Accounts Receivables, uncollectible debts, asset purchases and depreciation methods?</li> </ul>
<b>Course Enduring Understandings:</b>	<ul style="list-style-type: none"> <li>● The accounting process is driven by an equation involving assets, liabilities and owner’s equity.</li> </ul>

	<ul style="list-style-type: none"> <li>• Financial statements and reports are prepared to guide business leaders in making decisions about the company’s future goals and strategies.</li> <li>• Accounting procedures are impacted by how departments report financial data.</li> <li>• Accounting procedures involve a multi step process using journal transactions, subsidiary ledgers and controlling accounts.</li> <li>• Businesses use accounting records that are designed for specific functions.</li> <li>• Subsidiary ledgers provide greater account details and tie into control accounts in the General Ledger.</li> <li>• Businesses design accounting systems to account for sales, returns and other allowances during the course of business operations.</li> <li>• Maintaining accurate payroll records is a critical component of designing an accounting system for a business.</li> <li>• Selecting a method for evaluating inventory is based on the type of business as well as the operations of the business.</li> <li>• Calculating and recording depreciation expenses is a critical role of an accountant.</li> </ul>
<b>Duration &amp; Credits:</b>	½ year - .5 credits
<b>Course Materials/Resources:</b>	“Century 21 Accounting Advanced”, 11 edition by Gilbertson and Lehman
<b>FPS Course Academic Expectation(s):</b>	<p><u>Creating and Constructing</u> The student transforms existing ideas and knowledge into original ideas, products, and processes.</p> <p><u>Conveying Ideas</u> The student organizes information to support a claim or assertion in a style appropriate to purpose, audience, and task.</p>
<b>Year at a Glance (Units):</b>	<p>Unit 1 - Accounting Cycle Review, Purchases &amp; Cash Payments</p> <p>Unit 2 - Payroll and Financial Statement</p> <p>Unit 3 - Accounting for Adjustments and Inventory Valuation</p> <p>Unit 4 - Accounting for Uncollectibles and Plant Assets</p>

Units

<b>Unit Number and Title:</b>	Unit 1 Accounting Cycle Review, Purchases & Cash Payments
<b>Duration:</b>	6 weeks
<b>Resources:</b>	“Century 21 Accounting Advanced”, 11 edition by Gilbertson and Lehman
<b>Unit Overview:</b>	This unit begins with a review of the entire Accounting cycle which was taught in the Accounting I course. After this review, students will then learn how businesses design their accounting systems to reflect the specific needs of their business and departments.
<b>Learning Goals</b>	
<b>Standard(s):</b>	<a href="#">National Business Education Association Standards</a> NBEA “The Accounting Profession” Standard I NBEA “ Financial Reports” Standard II NBEA “ Financial Analysis” Standard III NBEA “Accounting Principles” Standard IV NBEA “Accounting Process” Standard V
<b>Essential Question(s):</b>	<ul style="list-style-type: none"> <li>● How will an accounting system help a business owner make good business decisions?</li> <li>● How does a business choose a method to report financial information and how does this impact accounting procedures used?</li> <li>● What essential organizational records are presented by the accounting function?</li> </ul>
<b>Enduring Understanding(s):</b>	<ul style="list-style-type: none"> <li>● The accounting process is driven by an equation involving assets, liabilities and owner’s equity.</li> <li>● Accounting procedures are impacted by how departments report financial data.</li> <li>● Accounting procedures involve a multi step process using journal transactions, subsidiary ledgers and controlling accounts.</li> <li>● Businesses use accounting records that are designed for specific functions.</li> <li>● Subsidiary ledgers provide greater account details and tie into control accounts in the General Ledger.</li> </ul>

	<ul style="list-style-type: none"> <li>● Businesses design accounting systems to account for sales, returns and other allowances during the course of business operations.</li> </ul>
<p><b>Learning Goal(s):</b> <i>Students will be able to use their learning to:</i> (Content/ Skills)</p>	<p>Students will be able to:</p> <ul style="list-style-type: none"> <li>● Explain how reporting information by department impact accounting procedures</li> <li>● Describe the relationship between assets, liabilities and owners' equity in the accounting equation</li> <li>● Describe the function and design of accounting records using by a business</li> <li>● Explain the relationship between a subsidiary ledger and a controlling account</li> <li>● Explain the purpose and process of recording purchases and purchase returns in a departmental accounting system</li> <li>● Journalize department purchases of merchandise on account using a purchases journal</li> <li>● Post merchandise purchases to an accounts payable ledger and a general ledger</li> <li>● Journalize department purchases returns and allowances</li> <li>● Journalize departmental cash payments using a cash payments journal</li> <li>● Explain the purpose and process of recording purchases and purchase returns in a departmental accounting system</li> <li>● Journalize departmental sales on account using a sales journal</li> <li>● Post sales on account to an accounts receivable ledger and a general ledger</li> <li>● Journalize departmental sales returns and allowances</li> <li>● Post sales returns and allowances to an accounts receivable ledger and a general ledger</li> <li>● Explain the impact of sales discounts on the collection of accounts receivable</li> <li>● Journalize departmental cash receipts using a cash receipts journal</li> <li>● Post cash receipts to an accounts receivable ledger and a general ledger</li> </ul>

<b>Unit Number and Title:</b>	Unit 2 - Payroll and Financial Statements
<b>Duration:</b>	6 weeks
<b>Resources:</b>	“Century 21 Accounting Advanced”, 11 edition by Gilbertson and Lehman
<b>Unit Overview:</b>	Students will learn how employers calculate employee earnings, deductions and payroll taxes and prepare payroll reports and financial statements for merchandising businesses.
<b>Learning Goals</b>	
<b>Standard(s):</b>	<a href="#">National Business Education Association Standards</a>  NBEA “ Financial Reports” Standard II NBEA “ Financial Analysis” Standard III NBEA “Accounting Principles” Standard IV NBEA “Accounting Process” Standard V NBEA “Interpretation and Use of Data”, Standard VI NBEA “Compliance” Standard VII
<b>Essential Question(s):</b>	<ul style="list-style-type: none"> <li>● How does a business choose a method to report financial information and how does this impact the accounting procedures used?</li> <li>● Why are financial statements considered a picture of the financial health of a company?</li> <li>● How does a business organize payroll records and report earnings and payroll taxes in financial statements?</li> </ul>
<b>Enduring Understanding(s):</b>	<ul style="list-style-type: none"> <li>● Financial statements and reports are prepared to guide business leaders in making decisions about the company’s future goals and strategies.</li> <li>● Maintaining accurate payroll records is a critical component of designing an accounting system for a business.</li> </ul>

**Learning Goal(s):**

*Students will be able to use their learning to:*  
(Content/ Skills)

Students will be able to:

- Explain how employees are paid and calculate their earnings. Prepare payroll reports.
- Calculate four payroll taxes typically paid by the employers.
- Journalize the payment of payroll and payroll taxes.
- Prove the accuracy of the subsidiary ledger and general ledgers.
- Journalize and post adjusting and closing entries.
- Prepare a trial balance and post closing trial balance.
- Distinguish between direct and indirect expenses.
- Prepare a margin statement.
- Prepare financial statements for a merchandising business and analyze using vertical analysis ratio.
- Summarize the accounting cycle.

<b>Unit Number and Title:</b>	Unit 3 - Accounting for Adjustments and Inventory Valuations
<b>Duration:</b>	3 weeks
<b>Resources:</b>	“Century 21 Accounting Advanced”, 11 edition by Gilbertson and Lehman
<b>Unit Overview:</b>	This unit focuses on inventory. Students will learn different methods of managing merchandise inventory, how to estimate the cost of inventory as well as inventory adjustments and reporting.
<b>Learning Goals</b>	
<b>Standard(s):</b>	<a href="#">National Business Education Association Standards</a> NBEA “ Financial Reports” Standard II NBEA “ Financial Analysis” Standard III NBEA “Accounting Principles” Standard IV NBEA “Accounting Process” Standard V NBEA “Interpretation and Use of Data”, Standard VI NBEA “Compliance” Standard VII
<b>Essential Question(s):</b>	How do businesses select an inventory method and use it to calculate and analyze inventory?
<b>Enduring Understanding(s):</b>	Selecting a method for evaluating inventory is based on the type of business as well as the operations of the business.
<b>Learning Goal(s):</b> <i>Students will be able to use their learning to:</i> (Content/ Skills)	Students will be able to: <ul style="list-style-type: none"> <li>● Describe the impact of merchandise inventory on financial reporting</li> <li>● Account for the quantity of merchandise inventory</li> <li>● Determine inventory value using LIFO, FIFO and weighted average methods</li> <li>● Describe the issues involved in selecting an inventory costing method</li> <li>● Determine the reported cost of merchandise inventory using the lower of cost or market inventory costing method</li> </ul>



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|  | <ul style="list-style-type: none"><li>• Estimate the cost of merchandise inventory using the gross profit and retail methods of estimating inventory</li><li>• Calculate and analyze inventory turnover ratio</li></ul> |
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<b>Unit Number and Title:</b>	Unit 4 - Accounting for Uncollectibles and Plant Assets
<b>Duration:</b>	4 weeks
<b>Resources:</b>	“Century 21 Accounting Advanced”, 11 edition by Gilbertson and Lehman
<b>Unit Overview:</b>	This unit focuses on transactions that take place on account and what happens if a business can not collect payment. Students will learn the different methods businesses use to account for uncollectible debts and methods for recording and writing off these debts. They will also learn about depreciation of plant assets.
<b>Learning Goals</b>	
<b>Standard(s):</b>	<a href="#">National Business Education Association Standards</a> NBEA “Accounting Principles” Standard IV NBEA “Accounting Process” Standard V NBEA “Interpretation and Use of Data”, Standard VI
<b>Essential Question(s):</b>	How do businesses account for and record Accounts Receivables, uncollectible debts, asset purchases and depreciation methods?
<b>Enduring Understanding(s):</b>	Calculating and recording depreciation expenses is a critical role of an accountant.
<b>Learning Goal(s):</b> <i>Students will be able to use their learning to:</i> (Content/ Skills)	Students will be able to: <ul style="list-style-type: none"> <li>● Select a method to account for uncollectible debts and record entries using various methods(direct write off, allowance)</li> <li>● Calculate the accounts receivable turnover ratio and days sales in accounts receivable.</li> <li>● Analyze accounts receivable using turnover ratio and days sales in accounts receivable.</li> <li>● Record purchase of plant equipment.</li> <li>● Use International Financial Accounting Standards to record asset purchases.</li> </ul>

- Identify the 3 items often used in calculating depreciation.
- Calculate and record depreciation expense using various methods.(straight line, declining balance and unit of production)
- Journalize the disposal of plant assets and repair and maintenance payments.
- Calculate depreciation of a natural resource.