



## ACCOUNTING

Accounting is the language of business and is a necessary stepping-stone for all those who intend to study business in college or pursue a career in business. A clear understanding of assets, liabilities, owner's equity, profit and loss, and their application in the accounting cycle is developed.

Students will complete two accounting cycles by the end of the school year. The first cycle is a service business organized as a proprietorship while the second cycle is a merchandising business organized as a corporation. Students will see how each transaction impacts the accounting equation and contributes to the overall financial picture of the business.

Accounting may be used as a Mathematics credit towards graduation.

### Course Expectations & Classroom Policies:

- Be respectful, responsible and ready to learn.
- Do not abuse your privilege of leaving the room. You must have permission and a pass to leave the room for any reason.
- Pick up after yourself. All supplies need to be neatly put away after every class.
- When you are absent from class it is your responsibility to get the work that you missed and arrange for a time to meet with me individually if necessary.
- As per the district policy, the only electronic device allowed in class is the school issued iPad.
- All other school rules, regulations and code of conduct apply in this class.

### Materials/Supplies:

You are expected to have all of the following supplies with you to every class!

- A pencil-no pens
- Your Accounting Textbook and Workbook
- Your CHARGED iPad
- A positive attitude

**Grading Policy:**

- Attendance is crucial for Accounting. Please be in class, on time and ready to work!
- I do my best to keep work for class time only as much as possible so that you do not have homework. I would much rather help you in class than have you backtrack and redo work...this requires your attention, participation and cooperation.
- Grades for Accounting will be based on class work, application and mastery problems, projects, and an occasional quiz. **\*\*Neatness does count\*\***
- Your grade is based on total points. For each graded assignment you will earn a certain number of points. Your grade is determined by dividing the total points you earned by the total possible points assigned. For example, if you earned 400 points out of a total 500 points (400/500) your grade would be an 80%.
- Extra credit will be offered throughout the course. Students are strongly encouraged to take advantage of the opportunities.

**Behavior Expectations:**

- I expect that everyone in class is respected at all times. Disrespect will not be tolerated.
- Misbehavior will be handled individually and follow these procedures as well as discipline procedure outlined in the code of conduct:
  - One warning
  - Contact parent(s)
  - Referral to the Principal
  - Removal from class

**Contact Information:**

- Please do not hesitate to contact me with questions, comments or concerns.
  - [kmarciano@genvalley.org](mailto:kmarciano@genvalley.org)
  - 585-268-7900

Dear Parent(s)/Guardian(s):

I am looking forward to the school year with the hopes that students are ready for the year ahead. The guidelines and expectations outlined in the syllabus provided are to ensure that we all have a safe and productive year.

If you have any questions about the information contained in the syllabus or throughout the school year, please do not hesitate to contact me. I can be reached by email ([kmarciano@genvalley.org](mailto:kmarciano@genvalley.org)) or by phone after school (585-268-7900).

After reading the information, please take time to complete the information on the form below and return it to school with your child.

Thank you,  
Mrs. Marciano

Parent(s)/Guardian(s) Name(s):

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Best email address(es)

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Best phone number(s) and time to reach you

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*I have read, understand and agree to the terms of Mrs. Marciano's Accounting Syllabus provided.*

Student Name:

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Student Signature & Date:

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Parent(s)/Guardian(s) Name(s):

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Parent(s)/Guardian(s) Signature(s) & Date:

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