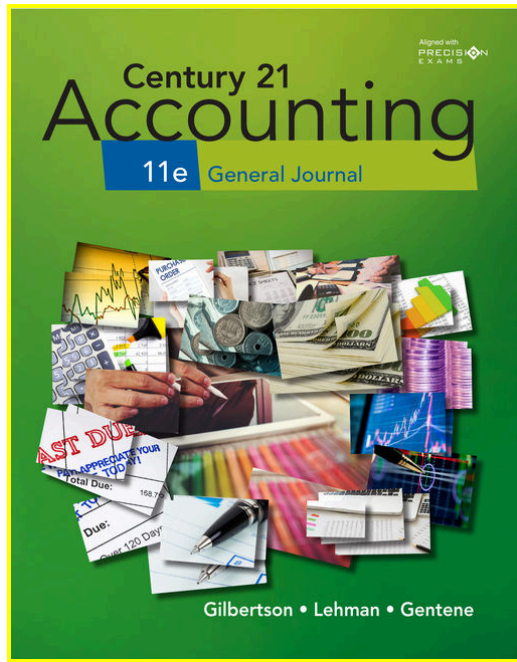


ACCOUNTING 1 CURRICULUM



Grade Level(s): 9-12

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Course Description:

Students learn the basic accounting cycle for a service business organized as a proprietorship and a merchandise business organized as a corporation.. They learn to analyze transactions, enter them in general and special journals, and post them to ledgers. Practice is given in the preparation of worksheets and financial statements. This course also illustrates accounting for personal use, such as checking accounts and bank reconciliations. Evaluation includes application problems, tests and simulations. Google Sheets and online simulations are utilized extensively throughout this course for purposes of journalizing and preparing financial statements. Accounting is recommended for all students planning to pursue business studies and those students enrolled in the Vocational Agriculture Program.

Year At A Glance

Unit Title	Overarching Essential Question	Overarching Enduring Understanding	<u>Vision of A Learner "I Can" Statements</u>
Accounting for a Service Business Organized as a Proprietorship Part 1	How do businesses begin the process of tracking financial transactions?	Foundational accounting concepts help organize and record financial information systematically.	TCC1(9-12), CCE1(9-12), P1(9-12)
Accounting for a Service Business Organized as a Proprietorship Part 2	How do businesses complete the accounting cycle and prepare accurate financial reports?	Completing the accounting cycle ensures financial accuracy, compliance, and informed business decisions.	TCC3 (9-12), CCE4 (9-12), TI1 (9-12)
Accounting for a Merchandising Business Organized as Corporation Part 1	How do businesses efficiently record purchases, sales, and payroll transactions?	Specialized journals and payroll procedures enhance accuracy and streamline financial reporting.	TCC2 (9-12), CCE2 (9-12), AA1 (9-12)
Accounting for a Merchandising Business Organized as Corporation Part 2	How do businesses account for payroll taxes, dividends, and prepare worksheets for corporations?	Corporate and payroll accounting practices ensure legal compliance and inform financial decisions at the organizational level.	TCC4 (9-12), TI2 (9-12), P3 (9-12)

Unit 1-Accounting for a Service Business Organized as a Proprietorship Part 1

Desired Results - Goals, Transfer, Meaning, Acquisition

Established Goals:

NBEA Standards:

- 1.1 Understand the role of accounting in business.
- 1.2 Identify career opportunities in accounting.
- 1.3 Demonstrate ethical behavior in accounting.
- 1.4 Apply the accounting equation.
- 1.5 Journalize financial transactions.
- 1.6 Post journal entries to a general ledger.

Vision of A Learner Attributes:

TCC1(9-12): I can ask purposeful questions.

CCE1(9-12): I can initiate discussions and respect differing viewpoints.

P1(9-12): I can reflect and build upon strengths.

Understandings: Students will understand that...

- The accounting equation is the foundation for recording transactions.
- Journalizing and posting entries are core skills in the accounting process.
- Ethical practices are essential in financial decision-making.

Essential Questions:

- What role does the accounting equation play in financial management?
- How are transactions journalized and posted in an organized system?
- Why is ethical behavior critical in accounting?

Students will know...

- Key components of the accounting equation.
- How to analyze transactions into debit and credit parts.
- How to journalize and post transactions.

Students will be able to...

- Apply the accounting equation to business transactions.
- Journalize transactions using source documents.
- Post transactions from a journal to a general ledger.

Key Vocabulary: Accounting equation, assets, liabilities, owner's equity, debit, credit, journal, ledger, source document, posting.

Assessment Evidence

Performance Tasks:

Ch 1:

- Completing the accounting equation
- Determining how transactions change an accounting equation
- Determining how revenue, expense, and withdrawal transactions change an accounting equation

Ch 2:

- Determining the normal balance and increase and decrease sides for accounts
- Analyzing transactions into debit and credit parts
- Analyzing revenue, expense, and withdrawal transactions into debit and credit parts

Ch 3:

- Journalizing transactions in a five-column journal
- Journalizing buying insurance, buying on account, and paying on account in a five-column journal
- Journalizing transactions that affect owner's equity and receiving cash on account in a five-column journal
- Proving and ruling a journal

Ch 4:

- Preparing a chart of accounts and opening an account
- Posting separate amounts to a general ledger
- Posting column totals to a general ledger
- Journalizing correcting entries

In each chapter students are completing the following problems to reinforce understanding of each of the performance tasks listed above:

- Work Together and OnYour Own Problems
- Application Problems
- Recycling Problems

Other Evidence:

Interim:

Mastery Problems

Assessments:

Chapter Tests

Learning Plan

- Chapter 1: Explore changes that affect the accounting equation (TCC1).
- Chapter 2: Analyze transactions into debit and credit parts (CCE1).
- Chapter 3: Journalize transactions with source documents (TCC4).

- Chapter 4: Post to a general ledger and complete correcting entries (P1).
- Group discussion and collaborative problem-solving activities (CCE3).

Teacher Resources:

- Century 21 Accounting textbook and teacher's edition.
- Chapter PowerPoints and guided notes.
- Online resources from C21Accounting.com.
- Supplemental practice sets and worksheets.
- Google sheets/Excel working papers

Unit 2 -Accounting for a Service Business Organized as a Proprietorship Part 2

Desired Results - Goals, Transfer, Meaning, Acquisition

Established Goals:

NBEA Standards:

- 2.1 Maintain cash control systems.
- 2.2 Prepare worksheets for financial adjustments.
- 2.3 Generate financial statements for a sole proprietorship.
- 2.4 Record adjusting and closing entries.

Vision of A Learner Attributes:

TCC3 (9-12): I can integrate relevant information to produce multiple valid solutions.
 CCE4 (9-12): I can communicate my understanding authentically and respectfully.
 TI1 (9-12): I can implement a plan and adapt when necessary to achieve my goals.

Understandings: Students will understand that...

- Cash control systems are essential for safeguarding business assets.
- A worksheet helps organize adjustments and prepare financial statements.
- Accurate financial statements support decision-making and business growth.
- Adjusting and closing entries complete the accounting cycle.

Essential Questions:

- How do cash control systems contribute to financial security?
- What role does a work sheet play in financial reporting?
- Why are adjusting and closing entries vital to the accounting cycle?

Students will know...

- Procedures for reconciling bank statements and maintaining petty cash.
- Steps to prepare a worksheet for a service business.

Students will be able to...

- Prepare a bank reconciliation and manage petty cash transactions.
- Create and extend work sheets for financial statement

<ul style="list-style-type: none"> • How to complete financial statements from worksheet data. • How to record adjusting and closing entries. 	<ul style="list-style-type: none"> • preparation. • Draft an income statement and balance sheet. • Record adjusting and closing entries accurately.
Key Vocabulary: Bank reconciliation, petty cash, worksheet, adjustments, income statement, balance sheet, adjusting entries, closing entries.	
Assessment Evidence	
Performance Tasks: Ch 5: <ul style="list-style-type: none"> • Endorsing and writing checks • Reconciling a bank statement and recording a bank service charge • Recording dishonored checks, electronic funds transfers, and debit card purchases • Establishing and replenishing a petty cash fund Ch 6: <ul style="list-style-type: none"> • Recording the trial balance on a work sheet • Planning adjustments on a work sheet • Completing a work sheet • Finding and correcting errors in accounting records Ch 7: <ul style="list-style-type: none"> • Preparing an income statement • Preparing a balance sheet • Preparing financial statements with a net loss Ch 8: <ul style="list-style-type: none"> • Journalizing and posting adjusting entries • Journalizing and posting closing entries • Preparing a post-closing trial balance In each chapter students are completing the following problems to reinforce understanding of each of the performance tasks listed above: <ul style="list-style-type: none"> • Work Together and OnYour Own Problems • Application Problems • Recycling Problems 	Other Evidence: Interim: Mastery Problems Assessments: Chapter Tests MidTerm Exam: Reinforcement Activity 1 Part A & B
Learning Plan	

- Chapter 5: Cash control systems and bank reconciliations (TCC3, TI1).
- Chapter 6: Creating worksheets and planning adjustments (CCE4).
- Chapter 7: Preparing income statements and balance sheets (TCC3).
- Chapter 8: Recording adjusting and closing entries (TI1, P3).
- Collaborative case studies on end-of-cycle financial activities (CCE4, TCC4).

Teacher Resources:

- Century 21 Accounting textbook and teacher resources.
- C21Accounting.com interactive tools.
- Chapter-based PowerPoints and guided notes.
- Real-world financial statement samples for analysis.
- Google sheets/Excel working papers

Unit 3- Accounting for a Merchandising Business Organized as Corporation Part 1

Desired Results - Goals, Transfer, Meaning, Acquisition

Established Goals:

NBEA Standards:

- 3.1 Record purchases and payments in specialized journals.
- 3.2 Record sales and cash receipts in specialized journals.
- 3.3 Post transactions to subsidiary ledgers.
- 3.4 Prepare payroll records and related tax forms.

Vision of A Learner Attributes: Students will be able to independently use their learning to... ("I can" statements to be demonstrated)

- TCC2 (9-12): I can evaluate evidence and recognize implications to justify conclusions.
- CCE2 (9-12): I can give and receive actionable feedback for revisions.
- AA1 (9-12): I can evaluate different approaches and justify the best pathway to success.

Understandings: Students will understand that...

- Specialized journals simplify recording repetitive transactions.
- Subsidiary ledgers provide detailed records of accounts payable and receivable.
- Accurate payroll records ensure proper compensation and tax compliance.
- Integration of these practices supports efficient business operations.

Essential Questions:

- How do specialized journals improve the efficiency of accounting processes?
- Why are subsidiary ledgers necessary for large-scale operations?
- What are the key components of accurate payroll accounting?

Students will know...

- Procedures for recording purchases, payments, sales, and cash receipts.
- How to post transactions to subsidiary ledgers.

Students will be able to...

- Record transactions in purchases, cash payments, sales, and cash receipts journals.
- Post to accounts payable and accounts receivable ledgers.
- Calculate gross pay, taxes, and net pay and complete payroll

<ul style="list-style-type: none"> • Payroll calculation methods and tax requirements. 	records.
Key Vocabulary: Purchases journal, cash payments journal, sales journal, cash receipts journal, subsidiary ledger, payroll register, withholding, net pay, employer payroll taxes.	
Assessment Evidence	
Performance Tasks: Ch 9: <ul style="list-style-type: none"> • Journalizing purchases using a purchases journal • Journalizing cash payments using a cash payments journal • Preparing a petty cash report • Performing additional cash payments journal operations • Journalizing other transactions using a general journal Ch 10: <ul style="list-style-type: none"> • Journalizing sales on account; proving and ruling a sales journal • Journalizing cash receipts; proving and ruling a cash receipts journal • Journalizing sales returns and allowances using a general journal Ch 11: <ul style="list-style-type: none"> • Posting to an accounts payable ledger • Posting to an accounts receivable ledger • Posting to a general ledger • Posting special journal column totals to a general ledger • Journalizing and posting correcting entries affecting customer accounts Ch 12: <ul style="list-style-type: none"> • Preparing payroll time cards • Determining payroll tax withholding • Preparing a payroll register • Preparing an employee earnings record • Preparing payroll checks In each chapter students are completing the following problems to reinforce understanding of each of the performance tasks listed above: <ul style="list-style-type: none"> • Work Together and OnYour Own Problems 	Other Evidence: Interim: Mastery Problems Assessments: Chapter Tests

- Application Problems
- Recycling Problems

Learning Plan

- Chapter 9: Journalizing purchases and cash payments (TCC2, AA1).
- Chapter 10: Journalizing sales and cash receipts (CCE2).
- Chapter 11: Posting to general and subsidiary ledgers (TCC2, AA1).
- Chapter 12: Preparing payroll records and payroll tax reports (CCE2, TI4).
- Group exercises in payroll tax calculations and reporting (CCE3).

Teacher Resources:

- Century 21 Accounting textbook and teacher materials.
- C21Accounting.com payroll simulations.
- Payroll tax forms and IRS website references.
- Sample business cases for applied learning.
- Google sheets/Excel working papers

Unit 4 - Accounting for a Merchandising Business Organized as Corporation Part 2

Desired Results - Goals, Transfer, Meaning, Acquisition

Established Goals:

NBEA Standards:

- 4.1 Record payroll taxes and prepare required reports.
- 4.2 Understand employer payroll tax obligations.
- 4.3 Distribute corporate earnings and dividends.
- 4.4 Complete work sheets for a merchandising business organized as a corporation.

Vision of A Learner Attributes: Students will be able to independently use their learning to... ("I can" statements to be demonstrated)

- TCC4 (9-12): I can integrate learning and adapt to new experiences in the classroom and beyond.
- TI2 (9-12): I can evaluate objectives and resources to find the best solutions.
- P3 (9-12): I can use setbacks to adjust my learning and improve.

Understandings: Students will understand that...

- Payroll tax reporting is a critical business function requiring accuracy and timeliness.
- Corporations distribute dividends and must record these transactions properly.
- Worksheets for corporations help plan financial adjustments and prepare financial statements.

Essential Questions:

- Why is payroll tax reporting crucial to business operations?
- How do corporations record dividend distributions and other equity transactions?
- What role do work sheets play in corporate financial reporting?

Students will know...

- The process for recording and reporting payroll taxes.
- Corporate accounting procedures for dividends and earnings distribution.
- How to prepare corporate worksheets.

Students will be able to...

- Record and report employer payroll taxes accurately.
- Journalize the distribution of dividends and earnings.
- Prepare and complete work sheets for a merchandising business.

Key Vocabulary: Employer payroll taxes, payroll reports, dividends, retained earnings, capital stock, corporation, worksheet.

Assessment Evidence

Performance Tasks:

Ch 13-16:

Ch 13:

- Recording a payroll
- Recording employer payroll taxes
- Reporting withholding and payroll taxes
- Paying withholding and payroll taxes

Ch 14:

- Journalizing dividends
- Beginning an 8-column work sheet for a merchandising business
- Analyzing and recording a merchandise inventory adjustment on a work sheet
- Analyzing and recording an allowance for uncollectible accounts adjustment on a work sheet
- Planning and recording adjustments for depreciation
- Calculating federal income tax and completing an 8-column work sheet for a merchandising business

Ch 15:

- Preparing an income statement for a merchandising business
- Analyzing component percentages and financial ratios
- Preparing a statement of stockholders' equity
- Preparing a balance sheet for a corporation

Ch 16:

- Journalizing adjusting entries
- Journalizing closing entries
- Preparing a post-closing trial balance

In each chapter students are completing the following problems to reinforce understanding of each of the performance tasks listed above:

- Work Together and OnYour Own Problems
- Application Problems
- Recycling Problems

Other Evidence:

Interim:

Mastery Problems

Assessments:

Chapter Tests

Final Exam:

Reinforcement Activity 2 Part A & B

Learning Plan

- Chapter 13: Payroll accounting, taxes, and reporting (TCC4, TI2).
- Chapter 14: Distributing corporate earnings and dividends (P3, TCC4).
- Chapter 15: Preparing corporate worksheets (TI2, CCE4).
- Chapter 16: Financial statements for corporations (CCE3, TCC4).
- Collaborative analysis of corporate financial scenarios.

Teacher Resources:

- Century 21 Accounting textbook and teacher resources.
- IRS website for payroll tax guidelines.
- Corporate financial statement examples.
- C21Accounting.com simulations and digital exercises.
- Google sheets/Excel working papers