

## Accounting and Finance for Small Business and Entrepreneurs (ACCT 3300.060)



**Adjunct Instructor:** Madison Parker, MAcc

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**Preferred means of communication:**

All communication should be done through email or in Zoom. I should respond to emails within 24 hours Monday - Friday and within 48 hours on the weekend.

**Term:** *Fall 2025*

**Course Dates:** Aug. 25, 2025 - Dec. 12, 2025

**Course Times/Classroom:** Online

**Office:** Online via Zoom

**Office Hours:** Virtual office hours via Zoom. Please **email me** to find a time that works for both of our schedules, and I'll send you a Zoom link. I highly encourage reaching out with questions about the course, your major, or general questions! (Networking is a GREAT soft skill to learn now!)

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## Course Overview

**Course Catalog Description:** Basic topics in financial and managerial accounting. Topics include financial statements and analysis; accounting for assets, liabilities and owners' equity, and elements of managerial accounting. This course is designed for non-business majors. Students with more than six hours in accounting will not receive credit for this course. This course is cross-listed with FINA 3300.

## Required Textbooks and Readings

- **Primary Textbook:** Stice and Stice, *Survey of Accounting*, Published by Stukent, Inc. ISBN: 978-1-956963-57-1.
- The link to purchase the textbook/Simternship and to connect to the course will be available in Canvas. (It is available to purchase at the UT Tyler bookstore, but I wanted to note that it is always cheaper to purchase directly from the publisher than it is the bookstore)
- **High Speed Internet:** As this is an online course, you must have access to high-speed internet in order for Connect to work properly and especially for the proctoring service to work.
- **Web camera and audio** for proctoring.

## Course Objectives

After completing this financial accounting course, students will be able to:

1. Construct and interpret both a balance sheet and an income statement.
2. Construct and interpret a statement of cash flows.
3. Understand the process of accounting and the links among the three primary financial statements.
4. Use standard financial statement analysis tools and interpret the outputs from those analysis tools.
5. Understand the importance of internal controls and audits to the reliability of the financial reporting process.
6. Apply the financial accounting procedures that exist in the following areas.
  - Accounts Receivable & Inventory
  - Property, Plant, and Equipment
  - Long-term liabilities & Equity
7. Construct and use product cost information in a classic job-order costing system.
8. Construct and use breakeven analyses including consideration of mixed costs and sales mix.
9. Construct and use budgets, including sales budgets and production budgets.
10. Construct non-routine decision analyses including special orders, outsourcing, and cost-based pricing.
11. Construct and use performance evaluation measures for cost centers, profit centers, and investment centers.
12. Use the time value of money to make long-term capital budgeting decisions.
13. Use computer-aided learning tools and online learning resources.

## Special Course Notes:

- **Proctoring Notice:** The two exams in this course will be proctored using Respondus Monitoring. You will need to have a webcam and microphone.

## Course Structure

This is an online course. You are expected to read the chapters assigned each week and consult any other of the provided learning materials for those chapters before completing the “Quiz”. It is largely self-paced with homework assignments being open for a two week period. The Simternship assignments open as soon as the associated chapters open, so you have as much time as possible to complete those assignments. Exams will be open for a week. I encourage you to complete assignments as soon as you are able, in case of technical issues.

## Tips for Success in this Course

1. **Practice.** Complete the nongraded assignments, watch videos, read the chapters, and use other tools and resources made available to you. The more you practice accounting, the more you will understand the concepts.
2. **Manage your time.** I get it—students usually juggle a lot, and I know you've got commitments beyond this class. Still, doing your best often means carving out enough dedicated time for coursework. Try scheduling specific blocks of time and ensure you have enough room to finish assignments, allowing extra space for any tech issues that might pop up.
3. **Login regularly.** I recommend that you log in to Canvas several times a week to view announcements, not only for my course, but for your other courses as well.
4. **Do not fall behind.** This class moves at a quick pace and each week builds on the previous class content. If you feel you are starting to fall behind, check in with me as soon as possible so we can troubleshoot together. I am one of the resources made available to you! Ask questions!
5. **Use Canvas notification settings.** Pro tip! Canvas can ensure you receive timely notifications in your email or via text. Be sure to enable notifications to be sent instantly or daily. ( [Canvas Notification Guide](#) )
6. **Ask for help if needed.** If you are struggling with a course concept, reach out to me and your classmates for support.

## Graded Course Requirements Information

### Chapter Quizzes

The quizzes are essentially your homework assignments for each week. All quizzes will open two weeks before the due date, excluding the first week. Homework assignments are open book, but you must complete them without the help of classmates or any other party. All assignments are due by 11:59 PM.

### Ungraded Practice

While not required, the “Check Your Understanding” Problems throughout the text, “Strengthen Your Skills”, and the Practice Exams are available for you to complete for additional practice, which I HIGHLY encourage. Accounting is a discipline where practice is your greatest friend when it comes to success!

### Discussion Boards

As this is an online course, I do not have many opportunities to get to know you as students or what you want to get out of this course. The discussion boards allow me to get to know the students behind the screen and also provide me with information on what you are excited to learn, what you may struggle with, and ways that I can assist you. There are two discussion board posts that will be required in this course: once at the start of the semester and once at the end. You will not be required to respond to any of your classmates, but you may do so if you choose. All assignments are due by 11:59 PM.

## Exams

There will be two exams in this course. Exams will be proctored using Respondus. Exams, like the homework assignments, will be open book, but you must complete them without the help of classmates or any other party.

## Simternship

This project allows you to understand the impact of accounting in a business setting, give you a better understanding of how to use accounting concepts to help make business decisions, and implement the knowledge you have learned in a simulation. It consists of 7 “rounds”, each of which opens the same day the associated chapters are completed to ensure the maximum amount of time to complete the project is given. These 7 rounds build upon each other. The prior round must be completed before you will be able to complete subsequent rounds. All assignments are due by 11:59 PM.

## Grading Structure

Assignment	Assignment Point Value		Accumulated Points	Grade
Syllabus Quiz	10			
Introduction Discussion Board	10		900 points and above	A
Chapter Quizzes	140		800 to 899	B
Exam 1	275		700 to 799	C
Exam 2	275		600 to 699	D
Simternship (7 Parts)	280		<600	F
Final Discussion Board	10			

## Late Work and Make-Up Exams:

Our work and personal lives are ruled by deadlines. For example, the government sets a deadline for when you must file and pay your taxes or your customers set a deadline for a project to be completed. With that in mind, **I do not accept late work or allow for makeup exams** (excluding documented, legitimate, and verifiable emergencies). I do drop the lowest *Chapter Quiz* assignment. If you are unable to complete an exam during the exam window due to a known school-excused absence, I must be notified of this by the second week of the semester. The exams stay open for a week and are available to take online, so please keep this in mind. All other assignments are available for a minimum of a week (typically two weeks) and are completed online, so there will be no makeup or extension of due dates for those assignments.

## University Policies & Student Resources:

- [University Policy](#)
- [Student Resources](#)

**ACCT 3300 Fall 2025 15 Week Schedule**

<b>Week #</b>	<b>Date</b>	<b>Readings</b>	<b>Assignments Open</b>	<b>Assignments Due</b>
Week 1	Mon 8/25	Chapter 1 - Purpose and Users of Accounting	- Syllabus Quiz - Introduction Discussion Board - Chapter 1 Quiz - Chapter 2 Quiz - Chapter 3 Quiz	
	Sun 8/31			- Syllabus Quiz - Chapter 1 Quiz - Introduction Discussion Board
Week 2	Mon 9/1	Chapter 2 - Overview of the Financial Statements	- Chapter 4 Quiz	<b>Sept. 1 - Labor Day, All offices closed</b>
	Sun 9/7	Chapter 3 - Accrual Accounting and Transaction Analysis		- Chapter 2 Quiz - Chapter 3 Quiz
Week 3	Mon 9/8	Chapter 4 - Internal Controls: Ensuring the Integrity of Financial Information	- Chapter 5 Quiz - Simternship Round 1: Transaction Analysis (Complete after Chapter 5) - Simternship Round 2: Transaction Analysis (Complete after Chapter 5)	<b>Sept. 8 - Census Date</b>
	Sun 9/14			- Chapter 4 Quiz
Week 4	Mon 9/15	Chapter 5 - Receivables and Inventory	- Exam 1 (Chapters 1 - 5) - Chapter 6 Quiz	
	Sun 9/21			- Chapter 5 Quiz - Exam 1 (Chapters 1 - 5)
Week 5	Mon 9/22	Chapter 6 - Property, Plant, and Equipment and Intangible Assets	- Chapter 7 Quiz - Simternship Round 3: Transaction Analysis (Complete after Chapter 7) - Simternship Round 4: Transaction Analysis (Complete after Chapter 7)	
	Sun 9/28			- Chapter 6 Quiz - Simternship Round 1
	Mon 9/29		- Chapter 8 Quiz	

Week 6		Chapter 7 - Long-Term Financing: Liabilities and Equity	- Simternship Round 5: Ratio Analysis (Complete After Chapter 8)	
	Sun 10/5			- Chapter 7 Quiz
Week 7	Mon 10/6	Chapter 8 - Analyzing Financial Statements	- Chapter 9 Quiz	
	Sun 10/12			- Chapter 8 Quiz - Simternship Round 2
Week 8	Mon 10/13	Chapter 9 - Managerial Accounting and Cost Concepts	- Chapter 10 Quiz - Simternship Round 6: Product Costing (Complete After Chapter 10)	
	Sun 10/19			- Chapter 9 Quiz - Simternship Round 3
Week 9	Mon 10/20	Chapter 10 - Cost Flows and Business Organizations	- Chapter 11 Quiz	
	Sun 10/26			- Chapter 10 Quiz
Week 10	Mon 10/27	Chapter 11 - Cost Behavior and Decisions Using C-V-P Analysis	- Chapter 12 Quiz	
	Sun 11/2			- Chapter 11 Quiz - Simternship Round 4
Week 11	Mon 11/3	Chapter 12 - Budgeting and Control	- Chapter 13 Quiz - Chapter 14 Quiz	<b>Nov. 3 - last day to drop with W</b>
	Sun 11/9			- Chapter 12 Quiz - Simternship Round 5
Week 12	Mon 11/10	Chapter 13 - Cost Profit Investment Centers  Chapter 14 - Relevant Information and Decisions	- Chapter 15 Quiz	
	Sun 11/16			- Chapter 13 Quiz - Chapter 14 Quiz
Week 13	Mon 11/17	Chapter 15 - Capital Investment Decisions		
	Sun 11/23			- Chapter 15 Quiz - Simternship Round 6
Week 14	Mon 11/24	Thanksgiving Holiday!		
	Sun 11/30			
Week 15	Mon 12/1	Review Week!	- Final Discussion Board	
	Sun 12/7			- Final Discussion Board
<b>Final</b>	<b>Mon 12/8</b>	Final Project Due by 11:59 PM		- Simternship Round 7

Note: This is a tentative schedule, and subject to change as necessary – monitor the course page for current deadlines. In the unlikely event of a prolonged university closing, or an extended absence from

the university, adjustments to the course schedule, deadlines, and assignments will be made based on the duration of the closing and the specific dates missed.