

Accounting 11 Course Outline

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Welcome to Accounting 11 class. In this course you will acquire good understanding of accounting terminology, principals and procedures of accounting, and learn to prepare accounting documents.

Big Ideas

Services and products and be designed through consultation and collaboration.

Financial literacy promotes sound and effective business design.

Tools and technologies can be adapted for specific purposes.

Curricular Competency	Content
Applied Design <ul style="list-style-type: none">● Generate ideas, individually and collaboratively, to contribute to the creation of a business product● Based on the feedback received and evaluated, make changes to accounting products or process as needed Applied skills <ul style="list-style-type: none">● Choose an appropriate form, scale, and level of detail for communicating outcomes in a clear and concise manner Applied Technology <ul style="list-style-type: none">● Evaluate impacts, including unintended negative consequences, of choice made about technology use● Use digital technologies to generate results and support facts and findings	<ul style="list-style-type: none">● Roles of Accounting in Business● The Accounting cycle● Accounting Principles● Accounting Equation● Relationship between debit and credit entries● Source documents, general journals, ledgers, account payable and account receivable, and trial balances, and the relationship between them● Special journals● Chart of accounts● Preparation process of financial document and statements● Financial decision making using financial documents● Coordination and facilitation skills to products or services and to interact with potential customers/clients● Career options and opportunities in various accounting sectors● Industry best practices

Assessment

Formative assessment: Students will receive descriptive feedback that has no letter grade or numerical value attached. The purpose of this type of assessment is to help students identify their strengths, weakness, and target area they need to work on in their learning. **It could include** oral feedback, exit slips, peer feedback or self assessment.

Summative assessment: Students will receive feedback that has a letter grade/numerical value attached. The purpose of this type of assessment is to determine a student's level of achievement in relation to learning standards. **It could include** small individual assignments, project, quizzes and unit tests.

Supplies:

Pencil, eraser, and ruler
3 – ring binder with papers and dividers
Calculator
Class notes

**** Please bring ALL these supplies to class everyday. Students will NOT be allowed to return to their lockers to get supplies after the bell goes! ****

Classroom Expectations

Punctuality: you are expected to come to class each day **on time**. When you are late, you miss the important information, sometimes the beginning of the new concept and you feel lost throughout the class. Also, late students disturb other students and interrupt teacher. Please be on time everyday.

If you are late without a valid reason consistently, after 3 warnings, your parents will be contacted.

Attendance: Please do not miss a class unless there is a reasonable medical or personal issue. By missing a class, you could miss a whole new concept which could be hard to catch up later.

If it is one or two class, your homework will be posted on Teams, so make sure to go to teams and check your homework and go over it so that you can follow the new lesson.

If you miss 3 or more classes, your parents will be contacted.

Cell – Phone: please keep your cell phones in your bag during class time. You may use it if you are instructed to do so. If you have your phone out, after three warning, I will advice you to put it at the designated area.

Respectful Participation: please respect your teacher, your classmates and classroom always. You are expected to listen to what others have to say, including both the teacher and the students. Use appropriate language and volume. Keep the classroom and equipment clean. Also, do not pack your material to leave unless your teacher directs you to do so at the end of the class.

Bathroom Breaks: Always ask the teacher if you need to exit the classroom for any reason including washroom breaks so that I know where you are in case of emergency. No more than 2 people at a time.

Food/ Drinks: No food and drinks allowed in the classroom (except water)

Tips for Success –

come to class prepared and on time – you should not have to borrow anything from me, or other students.

Be open and willing to learn, pay close attention to lessons and take good notes.

Start assignments right away, while ideas are fresh, and the teacher and classmates are available to help.

Stay on top of your assignments every day – be persistent with difficult questions, come in for help, or ask in the next class.

Set specific, positive and reachable goals

Stay organized! Don't lose papers in your binder since you need them throughout the semester.

I wish you all the success in this course! I am here to help you, so please don't hesitate to ask questions, or make arrangements with me to see me after school any day of the week.