

**Accounting I Course #5910**

Accounting I is an essential course for students who wish to pursue careers in business and finance, or for those who wish to develop important skillsets related to financial literacy. Whether students aspire to be future business owners or work in finance with other companies, accounting skills are fundamental to success and applicable in many different fields. In this course, proficient Accounting students develop skills to analyze business transactions, journalize, post, and prepare worksheets and financial statements, and apply financial analysis to business processes. Additionally, students receive exposure to the ethical considerations that accounting professionals must face and the standards of practice governing their work, such as the GAAP (generally accepted accounting procedures) standards. Upon completion of this course, proficient students will be prepared to apply their accounting skills in more advanced Business and Finance courses, and ultimately pursue postsecondary training.

1. Supplies: You will need a textbook, a folder with pockets, notebook paper, a pen or pencil EVERYDAY!
2. Seating Chart: REQUIRED! As long as you do not cause me problems, you can stay in your chosen seat. You CANNOT change seats WITHOUT MY PERMISSION once your seat is assigned.
3. Equipment: You are responsible for your table, chair, and book. Any destruction of these things will be dealt with in the office.
4. Promptness: Be in your seat ready to work when the tardy bell rings OR YOU ARE TARDY!
5. Make-up Work: Allowed only for EXCUSED absences. All make-up work must be completed the day following the excused absence and return to school. (For example: absent on Monday, return to school on Tuesday and receive Monday's assignment. That assignment is due on Wednesday.)
6. Cheating: Do not share your work with anyone. If cheating is discovered both parties will receive a ZERO and an office referral.
7. Grading: Students will be graded on daily class work, quizzes, and chapter tests. These grades will be averaged each nine-weeks. Semester exams are required and count as 20 percent of the semester average.

Discipline policy

1. Verbal warning
2. Writing assignment
3. Contact parent
4. Office referral

Business/Marketing teacher: Beverly Jackson

Planning period: 10:05-11:00 am

School phone: 263-5541

E-mail address: [bjackson@mcmminnschools.com](mailto:bjackson@mcmminnschools.com)

\*\* Parents/Guardians: The Quickest way to get in touch with me is through my e-mail. I check it throughout the school day and will be able to communicate with you daily about your child.

