

**ACCOUNTING 1**  
**MRS. INNOCENTI**  
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**TEXT:** Century 21 Accounting: Multicolumn Journal South-Western, 2014, ed. 10e

**FOCUS:** Accounting is the planning, recording, analyzing and interpreting of financial information. Accounting is an essential part of every business and organization. As future employees, business owners and entrepreneurs, the student will need to understand basic accounting principles so that they will better manage finances. ***Accounting 2 is available for 3 college credits.***

**GRADING:**

All students must come to class prepared to work with materials necessary for the unit that is currently being covered. A pencil, pen, 1 1/2" or larger binder with dividers (labeled as *Notes* and *Working Papers*), ruler and calculator must be brought to class every day.

Active student involvement is a good way to reinforce learning. Therefore, the course will encourage the student's participation in a variety of ways. The following is an *estimate* of the grading breakdown:

Classwork:	30%	Homework:	10%
Tests/Quizzes:	50%	Notebook:	10%

Marking period grades will be based on the following scale:

A = 90 –100%	C = 70 – 79%
B = 80 –89%	D = 60 – 69%
	F = less than 60 %

If the student fails an exam, with remediation the student may have the opportunity to retake one exam per marking period.

**MISSED WORK:**

Missed work due to absence should be completed upon the student's return. Students missing a class due to a lab are advised to be assertive in gathering information regarding missed work. Each student will keep a text book at home. Please check the calendar page on my website for daily assignments.

**CHEATING:**

Honesty and integrity are **required** in the business world and must be **nurtured** in the classroom. Anyone caught cheating on an assignment will be given a zero (0) for that assignment on the first offense. If a student is caught cheating a second time, the teacher can fail that student for the marking period. Any additional cheating can result in failure for the course for the year.

**CLASS CUTS:**

School policy dictates that after the first cut, the student will be given a detention. After the second cut, the student's marking period grade is lowered by one letter. After the third cut, the student will receive an F for the marking period.