

**Accounting I**  
**Golden Plains High School**  
**Mrs. Judy Rogers**

**COURSE DESCRIPTION**

Department: Business  
Course Title: Accounting I  
Course Credit: 1  
Grade Level: 10-12  
Prerequisite: None  
Requirement/Elective: Elective

Description: Accounting I covers the concepts and procedures necessary for entry-level employment in the accounting/bookkeeping field. The course includes the entire accounting cycle for a service business organized as a proprietorship, a merchandising business organized as a partnership and/or corporation, along with the concepts and procedures involved in automated accounting for both personal and business applications.

Welcome to Accounting I! I am here to help you learn the basics of accounting and bookkeeping. If you ever have any questions, please ask them any time--during class, before or after class/school, or during my planning time.

**PREPARATION**

Every day, I will come to class with my lessons prepared and ready to work. I expect you to do the same. Every day, you are to bring the following items to class. Do not ask me to provide any of these items for you. They are *your responsibility*.

**Textbook**  
**Pencil/Pen**  
**Calculator (not provided)**

**One-inch 3 ring binder**  
**Completed assignments**  
**A Positive Attitude**

## GRADING

<b>Chapter Terms/Study Guides</b>	<b>10%</b>
<b>Daily Assignments</b>	<b>50%</b>
<b>Quizzes &amp; Tests</b>	<b>40%</b>

These four aspects of your work will be graded individually and each will count as the percent indicated of your final grade. When figuring grades, I will round up anything over .005 and round down anything under .005 (.0049 rounds down).

I am looking forward to the year ahead and the progress you will make in this class. Remember, I am here for YOU! Together, we will meet the challenges and enjoy the successes of learning Accounting.