



## BMGT 120 - Accounting the Key to Business Decisions

### Summer 2023 Syllabus

**Professor Contact Information:**

Professor: Michael Kimbrough  
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Co-Instructor: Caroline Ashburn  
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Office Hours: <https://umd.zoom.us/j/2107729629>

Week 1	Wednesday, July 12th, 3pm
Week 2	Wednesday, July 19th, 3pm
Week 3	Monday, July 24th, 3pm
	Wednesday, July 26th, 3pm

Additional Office Hours can be scheduled by appointment. Please email Professor Kimbrough or Ashburn to schedule offices hours outside of the above times.

Course Website: [elms.umd.edu](https://elms.umd.edu) – (Enterprise Learning Management System – CANVAS)

Our class will meet July 10th - July 28th. Zoom sessions will be held from Monday-Friday, 10am-1pm. The link is available via the course website.

**Course Description:**

Accounting has long been known as the language of business. Like any other language, accounting is an invaluable skill set that can be applied to any aspect of your life. Accounting teaches you a brand new way of thinking which can be translated to any industry or career. This course will cover how basic financial statements are created, what each statement represents for a company, and how to interpret these financial statements to draw meaningful conclusions and make sound business decisions. This course is good preparation for future introductory accounting courses like BMGT220 Principles of Accounting I.

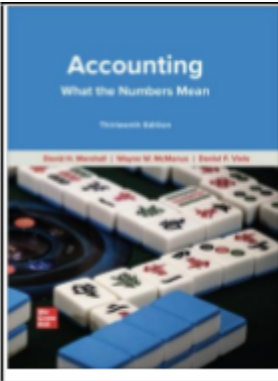
**Course Objectives:**

Upon completion of this course, you should be able to achieve the following learning objectives:

- *Identify why Accounting is a life skill*
- *Describe how business events and operations impact accounts/financial statements, and understand the impact different business structures have on these operations*
- *Utilize a macro-level perspective to understand all three elements of the*

*accounting equation*  
*- Interpret and analyze financial statements and business transactions*

**Course Materials:**



**Accounting: What the Numbers Mean**  
Published by McGraw Hill Education

- ISBN10: 1264126743
- ISBN13: 9781264126743

Options to rent/purchase the textbook are available here:

<https://www.mheducation.com/>

Sample

**Course Schedule:**

See tentative schedule of topics covered below. See ELMS for additional details.

Session	Date	Topic
1	Mon, July 10	Role of Business & Value Creation
2	Tue, July 11	Transaction Analysis using FSET
3	Wed, July 12	Transaction/Adjustment Analysis using FSET
4	Thurs, July 13	Maximizing Profitability/Cost Structure
5	Fri, July 14	Cost-Volume-Profit Analysis
6	Mon, July 17	Using Cost Systems to Estimate Costs
7	Tue, July 18	Capital Markets and Accounting Institutions
8	Wed, July 19	Tour of the Financial Statements
9	Thurs, July 20	Guest Speaker: Auditing
10	Fri, July 21	Using Financial Statements: Ratios
11	Mon, July 24	Using Financial Statements: Ratios II
12	Tue, July 25	Forecasting, Budgeting, & Variance Analysis
13	Wed, July 26	Guest Speaking Panel: Accounting Careers
14	Thurs, July 27	Course Review
15	Fri, July 28	Final Exam

**Course Grading:**

Grades will be based on deliverables and will be weighted as follows:

Assignment	Final Grade
Homework	20.0%
Projects	30.0%
Reflections	5.0%
Final Exam	35.0%
Participation	10.0%
<b>Total</b>	<b>100</b>

Details and due dates for each assignment will be provided on the course website.

**Grading Scale for Final Grades**

Final letter grades are assigned based on the percentage of total assessment points earned. Grading guidelines are set forth below. The expected course GPA is 3.5.

+	97.00%	+	87.00%	+	77.00%	+	67.00%	F	<60.00%
A	92.00%	B	82.00%	C	72.00%	D	62.00%		
-	90.00%	-	80.00%	-	70.00%	-	60.00%		

**Strategies For Success:** Accounting is not a “spectator sport”, but a practice intensive discipline - the best strategy to succeed in this course is to study the chapters before we go over them in class and do the assigned homework after class.

**Classroom Expectations:**

While the following is not an exhaustive list and in no way can replace your grade in this class, the rubric below can assist you in clarifying how to be successful in this course. If you are concerned at any time that you are falling behind please contact me via canvas email as soon as possible.

Unsatisfactory	Beginning	Developing	Excellent
Poor attendance	Mostly on-time attendance	Consistent, on-time attendance	Consistent, on-time attendance
No or late submission of major assignments	On-time submission of all assignments	On-time submission of all assignments	On-time submission of all assignments
Minimal effort on assignments (inside and outside of class)	Demonstrated effort on some assignments	Demonstrated effort on most assignments	Demonstrated effort on all assignments
No high quality output on any learning assessment or subpar quality across several learning assessments	High quality output on some learning assessments	High quality output on most learning assessments	High quality output on all learning assessments
Disrespectful classroom etiquette	Respectful classroom etiquette	Respectful classroom etiquette	Respectful classroom etiquette

**Resources & Accommodations**

**Accessibility and Disability Services:**

The University of Maryland is committed to creating and maintaining a welcoming and inclusive educational, working, and living environment for people of all abilities. The University of Maryland is also committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of the University, or be subjected to discrimination. The **Accessibility & Disability Service (ADS)** provides reasonable accommodations to qualified individuals to provide equal access to services, programs and activities. ADS cannot assist retroactively, so it is generally best to request accommodations several weeks before the semester begins or as soon as a disability becomes known. Any student who needs accommodations should contact me as soon as possible so that I have sufficient time to make arrangements.

Accessibility and Disability Service (ADS) has a dedicated Testing Office for registered students with testing accommodations such as extended time testing, reduced distraction, and alternate formats. Students are required to reserve their seat with the Testing Office a **minimum of 1 week in advance of their testing session during Fall and Spring semesters.**

**Special Needs:**

Any student with special needs or who needs accommodations should contact me as soon as possible and present the ADS paper for all exams requiring special accommodations, no later than the third day of class. *“Based on the University’s current policy, all students enrolled in classes listed are expected to attend all of the class sessions to the best of their ability. If you have an accommodation or vaccine exemption that would make regular class attendance an issue, please work with [Accessibility and Disability Services](#) and let me know how I can support you.”*

For assistance in obtaining an accommodation, contact Accessibility and Disability Service at 301-314-7682, or email them at [adsfrontdesk@umd.edu](mailto:adsfrontdesk@umd.edu). Information about [sharing your accommodations with instructors](#), [note taking assistance](#) and more is available from the [Counseling Center](#).

### **Student Resources and Services:**

Taking personal responsibility for your own learning means acknowledging when your performance does not match your goals and doing something about it. I hope you will come talk to me so that I can help you find the right approach to success in this course, and I encourage you to visit [UMD's Student Academic Support Services website](#) to learn more about the wide range of campus resources available to you.

In particular, everyone can use some help sharpen their communication skills (and improving their grade) by visiting [UMD's Writing Center](#) and schedule an appointment with the campus Writing Center.

You should also know there are a wide range of resources to support you with whatever you might need ([UMD's Student Resources and Services website](#) may help). If you feel it would be helpful to have someone to talk to, visit [UMD's Counseling Center](#) or [one of the many other mental health resources on campus](#).

### **Basic Needs Security:**

If you have difficulty affording groceries or accessing sufficient food to eat every day, or lack a safe and stable place to live, please visit [UMD's Division of Student Affairs website](#) for information about resources the campus offers you and let me know if I can help in any way.

### **Statement on Diversity and Inclusion:**

As part of the [Smith School's commitment to diversity and inclusion](#), we recognize the importance of a diverse student body as necessary to a THRIVING environment. We are committed to fostering inclusive and equitable classroom environments. The Robert H. Smith School of Business strives to ensure all members of the Smith community feel welcomed, valued, and proud of every aspect of who they are. Through education, knowledge creation, advocacy, programming, and support, Maryland Smith commits to building an inclusive community that fosters a sense of belonging among all stakeholders.

I invite you, if you wish, to tell me how you want to be referred to both in terms of your name and your pronouns (he/him, she/her, they/them, etc.). The pronouns someone indicates are not necessarily indicative of their gender identity. Additionally, how you identify in terms of your gender, race, class, sexuality, religion, and dis/ability, among all aspects of your identity, is your choice whether to disclose (e.g., should it come up in classroom conversation about our experiences and perspectives) and should be self-identified, not presumed or imposed. I will do my best to address and refer to all students accordingly, and I ask you to do the same for all of your fellow

Terps.

### **Faculty Expectations:**

I will respond to emails sent to my UMD address ([mkimbrou@umd.edu](mailto:mkimbrou@umd.edu)/ [cashburn@umd.edu](mailto:cashburn@umd.edu)) within a 48 hour period. If you email me a question and do not receive a response from within that time, it is probably because I did not receive your email (i.e., it may have gone to my junk email folder.) As a result, feel free to email me again.

### **Academic Integrity:**

The University's **Code of Academic Integrity** is designed to ensure that the principles of academic honesty and integrity are upheld. In accordance with this code, the Smith School does not tolerate academic dishonesty. Please ensure that you fully understand this code and its implications because all acts of academic dishonesty will be dealt with in accordance with the provisions of this code. All students are expected to adhere to this Code. It is your responsibility to read it and know what it says, so you can start your professional life on the right path. **As future professionals, your commitment to high ethical standards and honesty begins with your time at the University of Maryland.**

It is important to note that course assistance and artificial intelligence websites, such as Chegg, CourseHero, ChatGPT, etc. are not permitted sources for Smith School courses, unless the instructor explicitly gives permission for you to use one of these sites. Material taken or copied from these sites can be deemed unauthorized material and a violation of academic integrity. These sites offer information that might not be accurate and that shortcut the learning process, particularly the critical thinking steps necessary for college-level assignments.

Additionally, it is understandable that students may use a variety of online or virtual forums for course-wide discussion (e.g., GroupME or WeChat). Collaboration in this way regarding concepts discussed in this course is permissible. However, collaboration on graded assignments is strictly prohibited unless otherwise stated. Examples of prohibited collaboration include: asking classmates for answers on quizzes or exams, asking for access codes to clicker polls, etc.

Finally, on each exam or assignment you must write out and sign the following pledge:

***"I pledge on my honor that I have not given or received any unauthorized assistance on this exam/assignment."***

Please visit the **Office of Undergraduate Studies' full list of campus-wide policies** and follow up with me if you have questions.

### **Course Evaluation:**

Please submit a course evaluation through CourseEvalUM in order to help faculty and administrators improve teaching and learning at Maryland. All information submitted to CourseEvalUM is confidential. Campus will notify you when CourseEvalUM is open for you to complete your evaluations for summer semester courses.