



Course Syllabus

Course #: ACC 2400

Course Name: Tax Accounting

Division: Business Technologies

Class Days:

Class Time:

Location: Classroom:

Laboratory:

Credit Hours: 3 Contact Hours: 3

Lab Hours: 0 Lecture Hours: 3

Instructor: Glenna Stout

Office Location:

Phone:

Email Address: gstout@terra.edu

Office Hours:

Division Office/Location: B 104

Division Fax: 419-334-9414

Full-time Contact Person:

Phone(s):

Course Description:

Introduction to basic income tax concepts relating to individuals, partnerships, and corporations. Federal taxes are covered. Individual returns are emphasized. (Fall)

Prerequisite(s):

None

Corequisite(s):

None

Entry Level Skills and Knowledge:

Required Texts, Supplies and Equipment:

INCOME TAX FUNDAMENTALS 2006, 24TH EDITION by Whittenburg and Altus-Buller Published by Thomson/South-Western Publishing.

Grading:

Tests	80%
Other	<u>20%</u>
	100%

A = 90-100%

B = 80—89%

C = 70—79%

D = 60—69%

F = 0—59%

Learning Outcomes:

General Education

Technical

1. Prepare a Form 1040 with common supporting schedules for individuals.
2. Demonstrate common procedures or methods used to reduce tax liability.
3. Introduce Corporate and Partnership returns.

Assessment of Student Learning:

Assessment Project and Measurement in course (if any):

Plan of Work:

Session	Date	Activities
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Topical Outline:

1. The Individual Income Tax Return
2. Gross Income Inclusions and Exclusions
3. Business Expenses and Retirement Plans
4. Self-Employed and Employee Expenses
5. Itemized Deductions and Other Incentives
6. Credits and Special Taxes
7. Accounting Periods and Methods and Depreciation
8. Capital Gains and Losses
9. Withholding, Estimated Payments, and Payroll Taxes
10. Partnership Taxation
11. Corporate Income Tax
12. Tax Administration and Tax Planning

Course Requirements:

1. Homework assignments should be completed prior to discussing the solutions in class.
2. Make-up tests will be arranged only in emergency situations.

Assignments/Projects:

Assignments and projects will be announced each class period for the following class period.

Policies

Course Withdrawing: If for any reason you need to withdraw from this course, be certain that you do so according to College procedure. It is your responsibility to know and follow this procedure. If you simply stop coming to class, without officially withdrawing from the course, your grade is an automatic “F.” Please follow official College procedure for withdrawing from this or any course.

College Academic Policies are located in the College Catalog. A copy of the current catalog may be picked up in any of the division offices or admissions. The list of college policies is also available online at <https://www.terra.edu/register/Collegecat/policies.asp>.

Support Services: The College offers a number of support services to assist in your success in this course and all courses. Among these services are the Writing & Math Center in B105, the Office of Learning Support Services, which coordinates the campus disability services and tutoring programs, the computer labs, and the computers in the atriums.

Any student who feels he/she may need an accommodation based on the documentation of a disability should contact the Office of Learning Support Services privately to discuss his/her specific issues. Please contact the OLSS at (419) 334-8400 X 2208 or visit 100 Roy Klay Hall (Building A) to coordinate reasonable accommodations.

If you have a documented disability and are receiving academic accommodations through the Office of Learning Support Services, please schedule a meeting with your instructor in a timely manner so that we may discuss how these services will be arranged.

Tutoring services are available to students beginning the second week of every semester. Students requesting tutoring services should obtain a tutor request form from the OLSS in 100 Roy Klay Hall (Building A) or online at the Terra website. Please note that instructor verification and acceptance of the Student Learner Agreement is necessary for all tutoring requests. All requests should be submitted to 100 Roy Klay Hall (Building A).