**Accounting Basics – OCP-D**

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| Course Objectives | Describe the variety of jobs available in accounting.  Show how various business transactions affect the basic accounting equation.  List and apply the rules of debit and credit for asset, liability, and owner’s equity accounts.  Make accurate entries for business transactions in a general journal.  Calculate net income or net loss amount using a six-column worksheet.  Prepare an Income Statement, Statement of Changes in Owner’s Equity, and Balance Sheet reflecting the end of an accounting period. |
| Competencies | 42.02, 50.05, 50.06, |
| Module Materials | Glencoe Accounting, First Year Course textbook |
| Assignments | Chapter 1 – Accounting in a Private Enterprise Economy  Study Guide  Remaining Chapters – Work with Mrs. Greinke  Chapter 2 – Business Transactions and The Basic Accounting Equation  Chapter 3 – Analyzing Transactions Affecting Assets, Liabilities, and Owner’s Equity  Chapter 4 – Analyzing Transactions Affecting Revenue, Expenses, and Withdrawals  Chapter 5 – Recording Transactions in a General Journal  Chapter 6 – Posting Journal Entries to General Ledger Activities  Chapter 7 – Preparing a Six-Column Work Sheet |
| Assessment | Chapters 1 and 2 40 points  Chapters 3 and 4 40 points  Chapters 5 and 6 40 points  Chapter 7 40 points |