1. **Catalog Description of the Course.** [Include the course prefix, number, full title, and units. Provide a course narrative including prerequisites and corequisites. If any of the following apply, include in the description: Repeatability (May be repeated to a maximum of ___ units); time distribution (Lecture ___ hours, laboratory ___ hours); non-traditional grading system (Graded CR/NC, ABC/NC). Follow accepted catalog format.]

**BUS 504: INTRODUCTION TO ACCOUNTING AND FINANCE (4)**

Four hours lecture per week

Presents an overview of the role of accounting and finance in business. The first part of the course focuses on accounting as the language of business. Topics include basic assumptions and principles of accounting, the content and purpose of financial statements, and uses and limitations of the financial statements. The second part of the course focuses on the role of finance in supporting the functional areas of a business. Topics include time value of money, risk, and capital structure. May be offered with an extensive online component.

2. **Mode of Instruction.**

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<th>Units</th>
<th>Hours per Unit</th>
<th>Benchmark Enrollment</th>
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<tr>
<td>Lecture</td>
<td>4</td>
<td>1</td>
<td>25</td>
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<td>Seminar</td>
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<td>Activity</td>
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3. **Justification and Learning Objectives for the Course.** (Indicate whether required or elective, and whether it meets University Writing, and/or Language requirements) [Use as much space as necessary]

This course is required for students accepted into the MBA program who do not have an undergraduate degree in business. Successful MBA students must have an understanding of the concepts and language of accounting as a tool for communicating information about the economics of a business and the role of finance in supporting the functional areas of a firm. This course will provide students with an understanding of accounting and finance concepts fundamental to business and business activities. The course may be offered partially or wholly online.

**Learning Objectives**

Students who successfully complete this course will be able to:

1. Identify the users and uses of accounting information
2. Explain the three principle types of business activity
3. Describe the content and purpose of each of the financial statements
4. Explain the basic assumptions and principles underlying financial statements
5. Explain the relationships between the financial statements
6. Explain the information provided by each of the financial statements
7. Explain the role of basic accounting principles in the business world
8. Describe the focus of finance and the two broad functions of finance
9. Describe compounding, discounting and opportunity cost
10. Perform sensitivity analysis on variables that effect an investment’s value
11. Explain the relationship between allocation of resources and future benefits (i.e. risk)
12. Identify and evaluate an entity’s capital structure
4. Is this a General Education Course

   YES  NO

   If Yes, indicate GE category:

   | A (English Language, Communication, Critical Thinking) |
   | B (Mathematics & Sciences) |
   | C (Fine Arts, Literature, Languages & Cultures) |
   | D (Social Perspectives) |
   | E (Human Psychological and Physiological Perspectives) |

5. Course Content in Outline Form. [Be as brief as possible, but use as much space as necessary]

   Accounting
   1. Concepts and language of accounting
   2. The accounting information system
   3. Accounting principles and assumptions
   4. Financial statements: use and limitations

   Finance
   1. Introduction to corporate finance
   2. The financial markets
   3. Net present value
   4. Risk and returns
   5. Capital structure and the cost of capital

6. References. [Provide 3 - 5 references on which this course is based and/or support it.]


7. List Faculty Qualified to Teach This Course.

   Dr. Cathy Claiborne
   Business Faculty

8. Frequency.

   a. Projected semesters to be offered: Fall __1__ Spring __1__ Summer __1__

9. New Resources Required.

   a. Computer (data processing), audio visual, broadcasting needs, other equipment
   b. Library needs
   c. Facility/space needs

   None

10. Consultation.

    Attach consultation sheet from all program areas, Library, and others (if necessary)

11. If this new course will alter any degree, credential, certificate, or minor in your program, attach a program modification.

   Cathy Claiborne ___________________________ October 27, 2003 ___________________________
   Proposer of Course Date