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| **PROFESSOR:** | **PHONE NUMBER:** |
| **OFFICE LOCATION:** | **E-MAIL:** |
| **OFFICE HOURS:** | **SEMESTER:** |

1. **COURSE NUMBER AND TITLE, CATALOG DESCRIPTION, CREDITS:**

**ACG 2930 SPECIAL TOPICS/CAPSTONE-ACCOUNTING (1 CREDIT)**

This course is required and is designed for students preparing to graduate and transition to employment and/or continuing education. This capstone course will provide the opportunity for students to demonstrate what they have learned in the AS accounting program and gauge their ability to apply it. Students will engage in active discussions on accounting and tax related topics and issues, particularly those that relate to current events. This course also requires the student to write a short paper on a contemporary accounting topic or issue. Additionally, the student will prepare a cover letter and resume specifically for an accounting related position that he or she finds posted locally, nationally, or internationally. Students not working in an accounting related field or who desire to improve their current positions will be encouraged to apply for the positions they find. Successful completion of the course requires demonstrating learning outcomes from core courses by passing the comprehensive examination at the end of the course. Students must pass this class with a grade of “D” or higher in order to earn the accounting technology, as degree.

1. **PREREQUISITES FOR THIS COURSE:**

Successful completion of ACG 2021 or (ACG 1001 and ACG 2011), ACG 2071, ACG 2450 or CGS 1000, ACG 2500, MAN 2021, MTB 1103, TAX 2000, SLS 1331, ECO 2013, and ECO 2023 or permission of the dean.

**CO-REQUISITES FOR THIS COURSE:**

None

1. **GENERAL COURSE INFORMATION:** Topic Outline.

• Weekly discussion topics on current tax and accounting events and concepts

• Short paper on assigned accounting topic

• Cover letter and resume for posted degree-related position

• Comprehenstive examination

1. **All courses at Florida SouthWestern State College contribute to the general education program by meeting one or more of the following general education competencies:**

**C**ommunicate clearly in a variety of modes and media.

**R**esearch and examine academic and non-academic information, resources, and evidence.

**E**valuate and utilize mathematical principles, technology, scientific and quantitative data.

**A**nalyze and create individual and collaborative works of art, literature, and performance.

**T**hink critically about questions to yield meaning and value.

**I**nvestigate and engage in the transdisciplinary applications of research, learning, and knowledge.

**V**isualize and engage the world from different historical, social, religious, and cultural approaches.

**E**ngage meanings of active citizenship in one’s community, nation, and the world.

**A.**  **General Education Competencies and Course Outcomes**

1. Listed here are the course outcomes/objectives assessed in this course which play an integral part in contributing to the student’s general education along with the general education competency it supports.

General Education Competency: **Evaluate**

Course Outcomes or Objectives Supporting the General Education Competency Selected:

* Demonstrate use of accounting principles and concepts as they relate to a contemporary accounting topic

**B.** **Other Course Objectives/Standards**

* Define and describe key terms and concepts presented in previous business, computer, and accounting courses
* Analyze, discuss and apply program material to class discussions.
* Prepare a resume and cover letter for at least one accounting-related position

1. **DISTRICT-WIDE POLICIES:**

**Programs for Students with Disabilities**

Florida SouthWestern State College, in accordance with the Americans with Disabilities Act and the College’s guiding principles, offers students with documented disabilities programs to equalize access to the educational process. Students needing to request an accommodation in this class due to a disability, or who suspect that their academic performance is affected by a disability should contact the Office of Adaptive Services at the nearest campus. The office locations and telephone numbers for the Office of Adaptive Services at each campus can be found at <http://www.fsw.edu/adaptiveservices>.

**REPORTING TITLE IX VIOLATIONS**

Florida SouthWestern State College, in accordance with Title IX and the Violence Against Women Act, has established a set of procedures for reporting and investigating Title IX violations including sexual misconduct.  Students who need to report an incident or need to receive support regarding an incident should contact the Equity Officer at [equity@fsw.edu](mailto:equity@fsw.edu).  Incoming students are encouraged to participate in the Sexual Violence Prevention training offered online.  Additional information and resources can be found on the College’s website at <http://www.fsw.edu/sexualassault>.

1. **REQUIREMENTS FOR THE STUDENTS:**

List specific course assessments such as class participation, tests, homework assignments, make-up procedures, etc.

1. **ATTENDANCE POLICY:**

The professor’s specific policy concerning absence. (The College policy on attendance is in the Catalog, and defers to the professor.)

1. **GRADING POLICY:**

Include numerical ranges for letter grades; the following is a range commonly used by many faculty:

90 - 100 = A

80 - 89 = B

70 - 79 = C

60 - 69 = D

Below 60 = F

(Note: The “incomplete” grade [“I”] should be given only when unusual circumstances warrant. An “incomplete” is not a substitute for a “D,” “F,” or “W.” Refer to the policy on “incomplete grades.)

1. **REQUIRED COURSE MATERIALS:**

(In correct bibliographic format.)

1. **RESERVED MATERIALS FOR THE COURSE:**

Other special learning resources.

1. **CLASS SCHEDULE:**

This section includes assignments for each class meeting or unit, along with scheduled Library Activities and other scheduled support, including scheduled tests.

1. **ANY OTHER INFORMATION OR CLASS PROCEDURES OR POLICIES:**

(Which would be useful to the students in the class.)