

# BUSINESS: ACCOUNTING (BUSA)

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## **BUSA 7 Principles of Accounting - Financial**

**5 Units** (Degree Applicable, CSU, UC, C-ID #: ACCT 110)

Lecture: 90

Prerequisite: BUSA 11 or eligibility for MATH 51

Advisory: Eligibility for ENGL 1A

Financial accounting required of Business Administration and Accounting majors. Defines financial accounting and its relevance to business decision makers, accounting concepts and techniques, analysis and recording of financial transactions, and preparation, analysis and interpretation of financial statements focusing on application of generally accepted accounting practices. Includes asset, liability, and equity valuation, revenue and expense recognition, cash flow, internal controls, ethics, and financial statement analysis. General Ledger Accounting Software program is integrated throughout and used to complete various homework assignments.

## **BUSA 8 Principles of Accounting - Managerial**

**5 Units** (Degree Applicable, CSU, UC, C-ID #: ACCT 120)

Lecture: 90

Prerequisite: BUSA 7

Managerial accounting concepts and principles. Includes the role of managerial accounting, cost management concepts, cost behavior and relevant costs, job order and process costing, cost-volume-profit analysis, absorption and variable costing, profit planning and budgeting, standard costing and flexible budgeting, responsibility accounting and segment reporting, capital budgeting decisions, activity based costing, and cost management for just-in-time environments. Excel spreadsheet software is used to solve accounting problems and decision making in business.

## **BUSA 11 Fundamentals of Accounting**

**3 Units** (Degree Applicable)

Lecture: 54

Prerequisite: BUSA 68 or eligibility for MATH 50

Accounting vocabulary and theory, equations to solve word problems, simple and compound interest, present value, consumer and business credit, mortgages, financial statements and ratios, inventory, depreciation, business taxes, and investments.

## **BUSA 21 Cost Accounting**

**4 Units** (Degree Applicable)

Lecture: 72

Prerequisite: BUSA 7

Advisory: BUSA 8

Practical and theoretical concepts of cost accounting. Includes variable and fixed costs, cost-volume-profit analysis, job order and process costing, activity-based costing, general and flexible budgeting, standard costs, product costing and pricing methods, cost allocation, inventory management, capital budgeting, and transfer pricing.

## **BUSA 52 Intermediate Accounting I**

**3 Units** (Degree Applicable)

Lecture: 54

Prerequisite: BUSA 7

Advisory: BUSA 8

Accounting concepts and principles and an in-depth examination of the conceptual framework for financial reporting of the balance sheet and income statement. Emphasis is placed on the changing nature of principles and practices, the application of present-value concepts, inventory valuation concepts, the acquisition and disposition of property, plant and equipment, the complexity of transactions that arise in a multifaceted economic environment, and the use of accounting information in decision making.

## **BUSA 52B Intermediate Accounting II**

**3 Units** (Degree Applicable)

Lecture: 54

Prerequisite: BUSA 7

Advisory: BUSA 52

Intermediate accounting concepts and principles with an emphasis placed on current liabilities and contingencies, long-term liabilities, stockholders' equity, accounting for investments, accounting for income taxes, accounting for pensions and post-retirement benefits, and accounting changes and error analysis.

## **BUSA 58 Federal Income Tax Law**

**4 Units** (Degree Applicable)

Lecture: 72

Prerequisite: BUSA 7 or BUSA 72

United States Federal and California state income tax law as it relates to individuals, sole proprietorships, and other business entities. This course is certified by the California Tax Education Council (CTEC) as fulfilling the 60-hour qualifying education requirement imposed by the State of California for becoming a registered tax return preparer.

## **BUSA 59 Volunteer Income Tax Assistance I**

**1 Unit** (Degree Applicable)

(May be taken for Pass/No Pass only)

Lecture: 18

Prerequisite: BUSA 7 or BUSA 72

Education, software training, and completion of Internal Revenue Service (IRS) Volunteer Income Tax Assistance (VITA) certification exams for preparation of tax returns in the VITA program. This is the first in a sequence of two courses for the VITA program. Upon successful completion of the IRS VITA Basic and Intermediate exams, students will be able to assist low income individuals and families with tax return preparation through the IRS sponsored VITA program.

**BUSA 60 Volunteer Income Tax Assistance II**

**1 Unit** (Degree Applicable)  
(May be taken for Pass/No Pass only)  
Lab: 54  
Prerequisite: BUSA 59

The second in a sequence of two courses designed for students in the Volunteer Income Tax Assistance (VITA) program. Students who successfully passed BUSA 59 will apply their tax knowledge by assisting low income individuals and families with tax return preparation. Current tax preparation software will be used to file tax returns with the IRS under the scope of the VITA program. Students will assist in development of a tax practice administration, a system of quality control, and enhance communication skills through taxpayer interviews and explaining results of tax returns.

**BUSA 68 Business Mathematics**

**3 Units** (Not Degree Applicable)  
Lecture: 54

Addition, subtraction, multiplication, division, decimals, percentages, fractions, signed numbers, equations, and problem solving.

**BUSA 70 Payroll and Tax Accounting**

**3 Units** (Degree Applicable)  
Lecture: 54  
Prerequisite: BUSA 68 or Eligibility for MATH 50

On-the-job payroll accounting. Surveys the various tax procedures required by the employer and employee in filing the correct forms for Social Security, federal, and state income taxes and their reconciliation. Laws related to Worker's Compensation, State Disability Benefit Laws, and Fair Employment Practices are discussed.

**BUSA 71 Personal Financial Planning**

**3 Units** (Degree Applicable, CSU)  
Lecture: 54

Integrative approach to personal finance focusing on practical financial decision making as well as the social, psychological, and physiological contexts in which those decisions are made. Students will examine their relationships with money, set personal goals, and develop a plan to meet those goals. Topics include consumerism, debt, healthcare, investing, retirement, long-term care, disability, death, and taxes. Students may not earn credit for both BUSA 71 and FCS 80.

**BUSA 72 Bookkeeping - Accounting**

**5 Units** (Degree Applicable)  
Lecture: 90  
Prerequisite: BUSA 68 or eligibility for MATH 50

Bookkeeping and accounting principles, including the accounting cycle for service and merchandising companies, cash management, payroll, and special journals. Computerized simulations and completion of an accounting project for a company.

**BUSA 75 QuickBooks for Accounting**

**3 Units** (Degree Applicable)  
Lecture: 54  
Prerequisite: BUSA 7 or BUSA 72

Accounting concepts utilizing QuickBooks, a general-ledger software program. Hands-on use of a microcomputer to process accounting transactions, prepare statements and reports, and complete accounting cycle tasks.

**BUSA 76 Excel for Accounting**

**3 Units** (Degree Applicable)  
Lecture: 54  
Prerequisite: BUSA 7 or BUSA 72

Analysis of financial data and preparation of managerial accounting reports using Excel software. The development of comprehensive analysis models using Microsoft Excel formulas, pivot tables, and pivot charts to summarize complex managerial accounting data into information for decision making. Includes manufacturing and consolidation worksheets, financial statement analysis, and statement of cash flows. The ability to demonstrate the use of presentation methods like Microsoft PowerPoint to effectively communicate analysis of managerial accounting information.

**BUSA 81 Work Experience in Accounting**

**1-4 Units** (Degree Applicable)  
(May be taken for Pass/No Pass only)  
Lab: 60-300  
Prerequisite: Compliance with Work Experience regulations as designated in the College Catalog  
Advisory: BUSA 7 or BUSA 72

Provides accounting students with on-the-job experience in an approved, on-campus or off-campus work site which is related to classroom-based learning. A minimum of 75 paid clock hours or 60 non-paid clock hours per semester is required for each unit of credit. Work experience placement is not guaranteed, but assistance is provided. Students who repeat this course will improve skills through further instruction and practice.