

Wyoming Department of Education Required Virtual Education Course Syllabus

Niobrara County School District # 1

Program Name	Wyoming Virtual Academy	Content Area	VE
Course ID	D-BUS-111V1-CEN	Grade Level	9-12
Course Name	CEN Accounting I	# of Credits	0.5
SCED Code	12104G0.5011	Curriculum Type	K12 Inc

COURSE DESCRIPTION

The course teaches accounting while placing emphasis on conceptual understanding and financial statement analysis to encourage students to apply accounting concepts to real-world situations and make informed business decisions. Topics include transactions and methods of accounting for both service and merchandising businesses.

WYOMING CONTENT AND PERFORMANCE STANDARDS

STANDARD#	BENCHMARK (Standard/Indicator) Use the Standards and Benchmarks as Spreadsheets
CV12.2.1	College and career-ready students communicate clearly, effectively, and with reason.
CV12.2.2	College and career-ready students identify and model integrity, ethical leadership and effective management skills.
CV12.2.4	College and career-ready students apply safe, legal, and responsible use of information and technology as appropriate to the task.
CV12.3.1	College and career-ready students identify and define authentic problems and significant questions for investigation.
CV12.3.2	College and career-ready students identify trends, forecast possibilities, and explore complex systems and issues.
CV12.3.3	College and career-ready students employ valid and reliable research strategies and apply prior knowledge to solve a problem or complete a project.
CV12.4.1	College and career-ready students produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience. (*CCSS W.11.4)
CV12.4.2	College and career-ready students determine the meaning of symbols, key terms, and other content-specific words and phrases as they are used in technical context. (*Adapted from CCSS RL.9.11)
CV12.4.3	College and career-ready students acquire, manipulate, analyze, diagnose, and/or report information, using the appropriate technology.
CV12.4.4	College and career-ready students precisely follow a complex multistep procedure when performing technical tasks. (*Adapted from CCSS RL.9.3)
CV12.5.1	College and career-ready students manage resources to develop, analyze, and implement systems and applications.
CV12.5.2	College and career-ready students productively complete tasks taking constraints, priorities and resources into account.

CV12.5.3	College and career-ready students safely and ethically use current industry-standard tools and emerging technologies.	
SCOPE AND SEQUENCE		
UNIT OUTLINE	STANDARD#	OUTCOMES OBJECTIVES/STUDENT CENTERED GOALS
Unit 1: Starting a Proprietorship: Changes that Affect the Accounting Equation 1.1 Accounting in Action	CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3	<ul style="list-style-type: none"> • LO1 Describe the different users of accounting information. • LO2 Prepare a net worth statement and explain its purpose.
Unit 1: Starting a Proprietorship: Changes that Affect the Accounting Equation 1.2 How Business Activities Change the Accounting Equation	CV12.2.1 CV12.3.1 CV12.4.1	<ul style="list-style-type: none"> • LO3 Classify accounts as assets, liabilities, or owner’s equity and demonstrate their relationship in the accounting equation. • LO4 Analyze the effects of transactions on the accounting equation. • LO5 Distinguish between cash and on account transactions.
Unit 1: Starting a Proprietorship: Changes that Affect the Accounting Equation 1.3 How Transactions Change Owner’s Equity in an Accounting Equation	CV12.2.1 CV12.3.1 CV12.4.1	<ul style="list-style-type: none"> • LO6 Compare and contrast the types of transactions that increase and decrease owner’s equity. • LO7 Explain the difference between expenses and liabilities.
Unit 2: Analyzing Transactions into Debit and Credit 2.1 Using T Accounts	CV12.2.1 CV12.3.1 CV12.4.1	<ul style="list-style-type: none"> • LO1 Show the relationship between the accounting equation and a T account. • LO1 Identify the debit and credit side, the increase and decrease side, and the balance side of various accounts. • LO1 Restate and apply the two rules that are associated with the increase side of an account.
Unit 2: Analyzing Transactions into Debit and Credit 2.2 Analyzing How Transactions Affect Accounts	CV12.2.1 CV12.3.1 CV12.4.1	<ul style="list-style-type: none"> • LO4 Restate and apply the four questions necessary to analyze transactions for starting a business into debit and credit parts.
Unit 2: Analyzing Transactions into Debit and Credit 2.3 Analyzing How Transactions Affect Owner’s Equity Accounts	CV12.2.1 CV12.3.1 CV12.4.1	<ul style="list-style-type: none"> • LO5 Analyze transactions for operating a business into debit and credit parts.

<p>Unit 3: Journalizing Transactions 3.1 Recording Transactions and the General Journal</p>	<p>CV12.2.1 CV12.3.1 CV12.4.1</p>	<ul style="list-style-type: none"> • LO1 Define what a journal is and explain why it is used to record transactions. • LO2 Compare and contrast different types of source documents. • LO3 Identify the four parts of a journal entry.
<p>Unit 3: Journalizing Transactions 3.2 Transactions Affecting Prepaid Insurance and Supplies</p>	<p>CV12.2.1 CV12.3.1 CV12.4.1</p>	<ul style="list-style-type: none"> • LO4 Analyze and record cash transactions using source documents. • LO5 Analyze and record transactions for buying and paying on account.
<p>Unit 3: Journalizing Transactions 3.3 Transactions Affecting Owner's Equity and Asset Accounts</p>	<p>CV12.2.1 CV12.3.1 CV12.4.1</p>	<ul style="list-style-type: none"> • LO6 Analyze and record transactions that affect owner's equity. • LO7 Analyze and record sales and receipts of cash on account.
<p>Unit 3: Journalizing Transactions 3.4 Starting a New Journal Page</p>	<p>CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3</p>	<ul style="list-style-type: none"> • LO8 Demonstrate when to end and how to start a new journal page. • LO9 Identify and correct errors using standard accounting practices.
<p>Unit 4: Posting to a General Ledger 4.1 Using Accounts and Preparing and Maintaining a Chart of Accounts</p>	<p>CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3</p>	<ul style="list-style-type: none"> • LO1 Construct a chart of accounts for a service business organized as a proprietorship. • LO2 Demonstrate correct principles for numbering accounts. • LO3 Apply file maintenance principles to update a chart of accounts. • LO4 Complete the steps necessary to open general ledger accounts.
<p>Unit 4: Posting to a General Ledger 4.2 Posting from a General Journal to a General Ledger and Proving Cash</p>	<p>CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3</p>	<ul style="list-style-type: none"> • LO5 Post amounts from a general journal. • LO6 Demonstrate how to prove cash.

<p>Unit 4: Posting to a General Ledger 4.3 Journalizing Correcting Entries and Correcting Posting Errors</p>	<p>CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3</p>	<ul style="list-style-type: none"> • LO7 Analyze incorrect journal entries and prepare correcting entries. • LO8 Demonstrate how to correct errors made during the posting process.
<p>Chapter 5: Cash Control Systems 5.1 Checking Accounts</p>	<p>CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3</p>	<ul style="list-style-type: none"> • LO1 Record a deposit on a check stub. • LO2 Endorse checks using blank, special, and restrictive endorsements. • LO3 Prepare a check stub and a check.
<p>Chapter 5: Cash Control Systems 5.2 Bank Reconciliation</p>	<p>CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3</p>	<ul style="list-style-type: none"> • LO4 Complete a bank statement reconciliation. • LO5 Record and journalize a bank service charge.
<p>Chapter 5: Cash Control Systems 5.3 Dishonored Checks and Electronic Banking</p>	<p>CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3</p>	<ul style="list-style-type: none"> • LO6 Complete recordkeeping for a dishonored check. • LO7 Journalize an electronic funds transfer. • LO8 Journalize a debit card transaction.
<p>Chapter 5: Cash Control Systems 5.4 Petty Cash</p>	<p>CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2</p>	<ul style="list-style-type: none"> • LO9 Establish a petty cash fund. • LO10 Prepare a petty cash report. • LO11 Replenish a petty cash fund.

	<p>CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3</p>	
<p>Chapter 6: Work Sheet and Adjusting Entries for a Service Business 6.1 Creating a Work Sheet</p>	<p>CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3</p>	<ul style="list-style-type: none"> • LO1 Prepare the heading of a work sheet. • LO2 Prepare the trial balance section of a work sheet.
<p>Chapter 6: Work Sheet and Adjusting Entries for a Service Business 6.2 Planning Adjusting Entries on a Work Sheet</p>	<p>CV12.2.1 CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.1 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3</p>	<ul style="list-style-type: none"> • LO3 Analyze and explain the adjustments for supplies and prepaid insurance. • LO4 Complete the Adjustments columns of a work sheet.
<p>Chapter 6: Work Sheet and Adjusting Entries for a Service Business 6.3 Completing the Work Sheet and Finding Errors on a Work Sheet</p>	<p>CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3</p>	<ul style="list-style-type: none"> • LO5 Prepare the Balance Sheet and Income Statement columns of a work sheet. • LO6 Total and rule the work sheet. • LO7 Apply the steps for finding errors on a work sheet.
<p>Chapter 6: Work Sheet and Adjusting Entries for a Service Business 6.4 Journalizing and Posting Adjusting Entries</p>	<p>CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2</p>	<ul style="list-style-type: none"> • LO8 Journalize and post the adjusting entries for supplies and prepaid insurance.

	CV12.5.3	
Chapter 7: Financial Statements for a Proprietorship 7.1 Preparing an Income Statement	CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3	<ul style="list-style-type: none"> • LO1 Prepare an income statement for a service business. • LO2 Calculate and analyze financial ratios using income statement amounts.
Chapter 7: Financial Statements for a Proprietorship 7.2 Preparing a Balance Sheet	CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3	<ul style="list-style-type: none"> • LO3 Prepare a balance sheet for a service business organized as a proprietorship.
Chapter 8: Recording Closing Entries and Preparing a Post-Closing Trial Balance for a Service Business 8.1 Recording Closing Entries	CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3	<ul style="list-style-type: none"> • LO1 Journalize and post closing entries for a service business organized as a proprietorship
Chapter 8: Recording Closing Entries and Preparing a Post-Closing Trial Balance for a Service Business 8.2 Preparing a Post-Closing Trial Balance	CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3	<ul style="list-style-type: none"> • LO2 Prepare a post-closing trial balance.
Unit 9: Accounting for Purchases and Cash Payments	CV12.2.1 CV12.3.1 CV12.4.1	<ul style="list-style-type: none"> • LO1 Distinguish among service, retail merchandising, and wholesale merchandising businesses.

<p>9.1 Subsidiary Ledgers and Controlling Accounts</p>		<ul style="list-style-type: none"> • LO2 Identify differences between a sole proprietorship and a corporation. • LO3 Explain the relationship between a subsidiary ledger and a controlling account.
<p>Unit 9: Accounting for Purchases and Cash Payments 9.2 Accounting for Merchandise Purchases</p>	<p>CV12.2.1 CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.1 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3</p>	<ul style="list-style-type: none"> • LO4 Describe accounting procedures used in ordering merchandise. • LO5 Discuss the purpose of a special journal. • LO6 Journalize purchases of merchandise on account using a purchases journal.
<p>Unit 9: Accounting for Purchases and Cash Payments 9.3 Posting from a Purchases Journal</p>	<p>CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3</p>	<ul style="list-style-type: none"> • LO7 Post merchandise purchases to an accounts payable ledger and a general ledger.
<p>Unit 9: Accounting for Purchases and Cash Payments 9.4 Accounting for Cash Payments</p>	<p>CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3</p>	<ul style="list-style-type: none"> • LO8 Record cash payments using a cash payments journal. • LO9 Record replenishment of a petty cash fund.
<p>Chapter 10: Accounting for Sales and Cash Receipts 10.1 Accounting for Sales on Account</p>	<p>CV12.2.1 CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.1 CV12.4.2 CV12.4.3 CV12.4.4</p>	<ul style="list-style-type: none"> • LO1 Explain the relationship between the accounts receivable ledger and its controlling account. • LO2 Record sales on account using a sales journal.

	CV12.5.1 CV12.5.2 CV12.5.3	
Chapter 10: Accounting for Sales and Cash Receipts 10.2 Posting from a Sales Journal	CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3	<ul style="list-style-type: none"> • LO3 Post sales on account to an accounts receivable ledger and a general ledger.
Chapter 10: Accounting for Sales and Cash Receipts 10.3 Accounting for Cash and Credit Card Sales	CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.30	<ul style="list-style-type: none"> • LO4 Record cash and credit card sales using a cash receipts journal. • LO5 Journalize cash receipts on account using a cash receipts journal.
Chapter 10: Accounting for Sales and Cash Receipts 10.4 Posting from a Cash Receipts Journal	CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3	<ul style="list-style-type: none"> • LO6 Post cash receipts to an accounts receivable ledger and a general ledger. • LO7 Prepare a schedule of accounts receivable.
Chapter 11: Accounting for Transactions Using a General Journal 11.1 Accounting for Purchases Transactions Using a General Journal	CV12.2.1 CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.1 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3	<ul style="list-style-type: none"> • LO1 Explain the purpose of a general journal. • LO2 Account for purchases returns and allowances. • LO3 Post a general journal to the accounts payable ledger and general ledger.

<p>Chapter 11: Accounting for Transactions Using a General Journal 11.2 Recording Sales Transactions Using a General Journal</p>	<p>CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3</p>	<ul style="list-style-type: none"> • LO4 Account for sales returns and allowances. • LO5 Post a general journal to the accounts receivable ledger and general ledger. • LO6 Record a correcting entry to the accounts receivable ledger.
<p>Chapter 11: Accounting for Transactions Using a General Journal 11.3 Accounting for Declaration and Payment of Dividend</p>	<p>CV12.2.1 CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.1 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3</p>	<ul style="list-style-type: none"> • LO7 Explain the relationship between retained earnings and dividends. • LO8 Account for the declaration and payment of dividends.
<p>Chapter 12: Preparing Payroll Records 12.1 Calculating Employee Earnings</p>	<p>CV12.2.1 CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.1 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3</p>	<ul style="list-style-type: none"> • LO1 Explain how employees are paid. • LO2 Calculate hourly employee earnings.
<p>Chapter 12: Preparing Payroll Records 12.2 Determining Payroll Tax Withholding</p>	<p>CV12.2.1 CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.1 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3</p>	<ul style="list-style-type: none"> • LO3 Demonstrate the process for determining federal income tax withholdings. • LO4 Demonstrate the process for calculating social security and Medicare taxes. • LO5 Explain the benefit of funding medical and retirement plans with pretax contributions.

<p>Chapter 12: Preparing Payroll Records 12.3 Preparing Payroll Records</p>	<p>CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3</p>	<ul style="list-style-type: none"> • LO6 Prepare a payroll register. • LO7 Prepare employee earnings records.
<p>Chapter 12: Preparing Payroll Records 12.4 Preparing Payroll Checks</p>	<p>CV12.2.2 CV12.2.4 CV12.3.1 CV12.3.2 CV12.3.3 CV12.4.2 CV12.4.3 CV12.4.4 CV12.5.1 CV12.5.2 CV12.5.3</p>	<ul style="list-style-type: none"> • LO8 Justify the use of a payroll checking account. • LO9 Prepare employee payroll checks.