

# Idaho PTE Business Education Course w/Essential Learning Outcomes

Course Title	ACCOUNTING I		
SDPTE Course ID	BE 0410	IBED	IBED 12104

A course designed to emphasize accounting principles as they relate to the basic understanding and skills required in keeping manual and computerized financial records for a business. Emphasis is on providing basic skills for the accounting profession and/or preparation for further study in accounting. Accounting I may include software applications.

Term	Semester	Preq	None. Recommended BE 0022
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Notes:

## **Accounting Acct\_1: The Accounting Profession**

- Acct\_1.1 Understand the role that accountants play in business and society.
- Acct\_1.2 Describe career opportunities in the accounting profession.
- Acct\_1.3 Demonstrate ethical skills and competencies required to be successful in the accounting profession and/or in an accounting related career.

## **Accounting Acct\_2: Financial Reports**

- Acct\_2.1 Develop an understanding and working knowledge of an annual report and financial statements.

## **Accounting Acct\_4: Demonstrate Knowledge of the Accounting Process**

- Acct\_4.1 Compute the value of assets according to generally accepted accounting principles using appropriate mathematical procedures.
- Acct\_4.2 Determine the value of liabilities according to generally accepted accounting principles, explaining when and why they are used.
- Acct\_4.3 Determine the value of owner's equity according to generally accepted accounting principles, explaining when and why they are used.
- Acct\_4.4 Complete the various steps of the accounting cycle and explain the purpose of each step.

## **Accounting Acct\_5: Demonstrate Knowledge of Payroll and Income Taxation**

- Acct\_5.1 Apply appropriate accounting principles and mathematical procedures to compute payroll and income taxation.
- Acct\_5.2 Prepare payroll records using mathematical procedures and computations.

## **Accounting Acct\_7: Accounting Information Systems**

- Acct\_7.1 Demonstrate the ability to use an automated accounting system.
- Acct\_7.2 Demonstrate the ability to use an automated spreadsheet system.

## **Accounting Acct\_8: Business Records**

- Acct\_8.1 Prepare a bank reconciliation, finding and correcting all errors.
- Acct\_8.2 Complete a petty cash voucher and record book, and prove and replenish the fund.
- Acct\_8.3 Prepare checks and stubs in accordance with bank recommendations.
- Acct\_8.4 Endorse each check as per the directives and in accordance with accepted bank recommendations.
- Acct\_8.5 Prepare a deposit slip and compute the checkbook balance using appropriate mathematical procedures.

## **Business Law BLaw\_1: Demonstrate Knowledge of Basics of the Law**

- BLaw\_1.1 Analyze the relationship between ethics and the law.

## **Business Law BLaw\_4: Demonstrate Knowledge of Business Organizations**

- BLaw\_4.1 Define and distinguish different types of partners and discuss laws pertaining to partnerships.

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BLaw\_4.2 Define and distinguish among different types of corporations, discuss why a corporation is a legal entity and interpret the laws that effect them.

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