

Geneva CUSD 304
Content-Area Curriculum Frameworks
Grades 6-12
Business

<i>Mission Statement</i>	In the Business Department, our mission is to: <ul style="list-style-type: none">• Provide a variety of subject areas.• Introduce students to current technologies and help develop proficiency.• Teach and encourage students to apply a decision-making process.• Enhance student understanding through hands-on experience.• Introduce students to career opportunities and related job skills needed to compete in the global marketplace.• Promote feelings of self-worth and provide for individual creativity.
<i>Course Sequence</i> (Grades 6-12)	<p style="text-align: center;">9/10 10-12 → 11/12 General Business → Consumer Education* → Accounting I Accounting II Marketing I Marketing II International Business Business Law</p> <p style="text-align: center;">9-12 → 9-12 → 10-12 Computer I → Essential Business Skills → Computer II Desktop Publishing</p> <p style="text-align: center;">*state-mandated course</p>

Course Framework

Course Title	Accounting II
Grade Level	11 and 12
Semesters (1-2-3-4)	1
Prerequisite	Accounting I
Course Description	The second course in the accounting sequence is designed for students who wish to prepare for a career in accounting or in a related business field. During this semester, students explore specialized accounting procedures and how these apply to merchandising organizations, partnerships, and corporations. Students learn how to analyze financial records to provide assistance to management for decision-making, and for personal use. (Valees B235)
District-approved Materials and/or Resources (Glencoe)	Accounting Textbook Accounting Workbook Chapter Tests

Unit Frameworks

Unit of Study: major topics	Use of Specialized Journals Together with General Journal	Resources that will support instruction Transparencies Glencoe Accounting Computer Files
Illinois Learning Standards, Benchmarks, National Standards Assessment Frameworks, or other standards that will be taught in this unit	<p><u>Alignment with Illinois Learning Standards for English:</u> 1.B. I. 5. Analyze overall themes and discover coherence. 1.B. I. 6. Clarify meaning of text by focusing on the key ideas presented explicitly or implicitly. 1.B. J. 1. Relate reading to self, world, and other texts and experiences and make connections to related information. 4.B.I. 1. Demonstrate understanding of material, concepts, and ideas in formal/informal presentations.</p> <p><u>Alignment with Illinois Learning Standards for Mathematics:</u> 6.B. I. 4. Solve problems using simple matrix operations 6.B. I. 5. Develop fluency in operations with real numbers using mental computation or paper-and-pencil calculations for simple cases and technology for more-complicated cases 6.B. I. 6. Judge the reasonableness of numerical computations and their results. 6. B. J. 10. Develop fluency in operations with real numbers, vectors, and matrices using mental computation or paper-and-pencil calculations for simple cases and technology for more-complicated cases.</p>	
Objectives ○ Conceptual ○ Factual ○ Procedural	<p>Accounting for purchases on account: describe the procedures for processing a purchase on account, explain the use of the Purchases account, journalize a purchase on account in a purchases journal, post from the purchases journal to the accounts payable subsidiary ledger and to the general ledger, and define related accounting terms.</p> <p>Accounting for cash payments: journalize various cash payments in the cash payments journal, post from the cash payments journal to the accounts payable subsidiary ledger and the general ledger; total, prove, and rule the cash payments journal; post special amount column totals to the general ledger; prove cash; and define related accounting terms.</p> <p>General journal transactions: use the all-purpose journal to record entries for sales returns and allowance, purchases returns and allowances, and corrections. Identify circumstances when credit or debit memorandums are used.</p>	
Assessments	Performance Tasks Glencoe Accounting Chapter Working Papers Glencoe Accounting Chapter Tests Mini Practice Set	Other Evidence Informal assessment by verbal responses during class discussion and presentation of topics / quizzes

Unit Frameworks

Unit of Study: major topics	Ten-Column Worksheets	Resources that will support instruction Transparencies Glencoe Accounting Computer Files
Illinois Learning Standards, Benchmarks, National Standards Assessment Frameworks, or other standards that will be taught in this unit	<p><u>Alignment with Illinois Learning Standards for English:</u> 1.B. I. 5. Analyze overall themes and discover coherence. 1.B. I. 6. Clarify meaning of text by focusing on the key ideas presented explicitly or implicitly. 1.B. J. 1. Relate reading to self, world, and other texts and experiences and make connections to related information. 4.B.I. 1. Demonstrate understanding of material, concepts, and ideas in formal/informal presentations.</p> <p><u>Alignment with Illinois Learning Standards for Mathematics:</u> 6.B. I. 4. Solve problems using simple matrix operations 6.B. I. 5. Develop fluency in operations with real numbers using mental computation or paper-and-pencil calculations for simple cases and technology for more-complicated cases 6.B. I. 6. Judge the reasonableness of numerical computations and their results. 6. B. J. 10. Develop fluency in operations with real numbers, vectors, and matrices using mental computation or paper-and-pencil calculations for simple cases and technology for more-complicated cases.</p>	
Objectives ○ Conceptual ○ Factual ○ Procedural	Complete end of fiscal period work: calculate the adjustments for merchandise inventory, prepaid insurance, income tax expense, and supplies; record these adjustments and the correlating counter entry; calculate ending account balances, and complete the trial balance, income statement and balance sheet sections of the ten-column worksheets; determine net income or net loss; and update general ledger accounts with adjusting and closing entries.	
Assessments	Performance Tasks Glencoe Accounting Chapter Working Papers Glencoe Accounting Chapter Tests	Other Evidence Informal assessment by verbal responses during class discussion and presentation of topics / quizzes

Unit Frameworks

Unit of Study: major topics	Accounting for a Merchandising Corporation	Resources that will support instruction Transparencies Glencoe Accounting Computer Files
Illinois Learning Standards, Benchmarks, National Standards Assessment Frameworks, or other standards that will be taught in this unit	<p><u>Alignment with Illinois Learning Standards for English:</u> 1.B. I. 5. Analyze overall themes and discover coherence. 1.B. I. 6. Clarify meaning of text by focusing on the key ideas presented explicitly or implicitly. 1.B. J. 1. Relate reading to self, world, and other texts and experiences and make connections to related information. 4.B.I. 1. Demonstrate understanding of material, concepts, and ideas in formal/informal presentations.</p> <p><u>Alignment with Illinois Learning Standards for Mathematics:</u> 6.B. I. 4. Solve problems using simple matrix operations 6.B. I. 5. Develop fluency in operations with real numbers using mental computation or paper-and-pencil calculations for simple cases and technology for more-complicated cases 6.B. I. 6. Judge the reasonableness of numerical computations and their results. 6. B. J. 10. Develop fluency in operations with real numbers, vectors, and matrices using mental computation or paper-and-pencil calculations for simple cases and technology for more-complicated cases.</p>	
Objectives ○ Conceptual ○ Factual ○ Procedural	Record equity contributed by stockholders and through business profits; prepare an income statement containing the sales discounts and allowances, cost of merchandise sold, and operating expenses; prepare a statement of retained earnings and balance sheet. List the major characteristics, advantages, and disadvantages of the corporate form of business organization; and journalize transactions involving the issuance of stock and cash dividends.	
Assessments	Performance Tasks Glencoe Accounting Chapter Working Papers Glencoe Accounting Chapter Tests	Other Evidence Informal assessment by verbal responses during class discussion and presentation of topics / quizzes

Unit Frameworks

Unit of Study: major topics	Payroll Accounting	Resources that will support instruction Transparencies Glencoe Accounting Computer Files
Illinois Learning Standards, Benchmarks, National Standards Assessment Frameworks, or other standards that will be taught in this unit	<p><u>Alignment with Illinois Learning Standards for English:</u> 1.B. I. 5. Analyze overall themes and discover coherence. 1.B. I. 6. Clarify meaning of text by focusing on the key ideas presented explicitly or implicitly. 1.B. J. 1. Relate reading to self, world, and other texts and experiences and make connections to related information. 4.B.I. 1. Demonstrate understanding of material, concepts, and ideas in formal/informal presentations.</p> <p><u>Alignment with Illinois Learning Standards for Mathematics:</u> 6.B. I. 4. Solve problems using simple matrix operations 6.B. I. 5. Develop fluency in operations with real numbers using mental computation or paper-and-pencil calculations for simple cases and technology for more-complicated cases 6.B. I. 6. Judge the reasonableness of numerical computations and their results. 6. B. J. 10. Develop fluency in operations with real numbers, vectors, and matrices using mental computation or paper-and-pencil calculations for simple cases and technology for more-complicated cases.</p>	
Objectives ○ Conceptual ○ Factual ○ Procedural	Explain the importance of accurate payroll records, calculate gross and net earnings, prepare a payroll register, update employee earnings records, record payroll information in the cash payments journal, calculate employer payroll taxes and record in general journal, and identify required tax reports.	
Assessments	Performance Tasks Glencoe Accounting Chapter Working Papers Glencoe Accounting Chapter Tests Mini Practice Set	Other Evidence Informal assessment by verbal responses during class discussion and presentation of topics / quizzes

Unit Frameworks

Unit of Study: major topics	Accounting for Depreciation	Resources that will support instruction Transparencies Glencoe Accounting Computer Files
Illinois Learning Standards, Benchmarks, National Standards Assessment Frameworks, or other standards that will be taught in this unit	<p><u>Alignment with Illinois Learning Standards for English:</u> 1.B. I. 5. Analyze overall themes and discover coherence. 1.B. I. 6. Clarify meaning of text by focusing on the key ideas presented explicitly or implicitly. 1.B. J. 1. Relate reading to self, world, and other texts and experiences and make connections to related information. 4.B.I. 1. Demonstrate understanding of material, concepts, and ideas in formal/informal presentations.</p> <p><u>Alignment with Illinois Learning Standards for Mathematics:</u> 6.B. I. 4. Solve problems using simple matrix operations 6.B. I. 5. Develop fluency in operations with real numbers using mental computation or paper-and-pencil calculations for simple cases and technology for more-complicated cases 6.B. I. 6. Judge the reasonableness of numerical computations and their results. 6. B. J. 10. Develop fluency in operations with real numbers, vectors, and matrices using mental computation or paper-and-pencil calculations for simple cases and technology for more-complicated cases.</p>	
Objectives ○ Conceptual ○ Factual ○ Procedural	Identify plant assets and understand the need to depreciate these, calculate depreciation for both full and partial years and determine book value, record adjusting entries in the general journal, and understand the difference between straight line and accelerated depreciation methods.	
Assessments	Performance Tasks Glencoe Accounting Chapter Working Papers Glencoe Accounting Chapter Tests	Other Evidence Informal assessment by verbal responses during class discussion and presentation of topics / quizzes

Unit Frameworks

Unit of Study: major topics	Inventory Accounting	Resources that will support instruction Transparencies Glencoe Accounting Computer Files
Illinois Learning Standards, Benchmarks, National Standards Assessment Frameworks, or other standards that will be taught in this unit	<p><u>Alignment with Illinois Learning Standards for English:</u> 1.B. I. 5. Analyze overall themes and discover coherence. 1.B. I. 6. Clarify meaning of text by focusing on the key ideas presented explicitly or implicitly. 1.B. J. 1. Relate reading to self, world, and other texts and experiences and make connections to related information. 4.B.I. 1. Demonstrate understanding of material, concepts, and ideas in formal/informal presentations.</p> <p><u>Alignment with Illinois Learning Standards for Mathematics:</u> 6.B. I. 4. Solve problems using simple matrix operations 6.B. I. 5. Develop fluency in operations with real numbers using mental computation or paper-and-pencil calculations for simple cases and technology for more-complicated cases 6.B. I. 6. Judge the reasonableness of numerical computations and their results. 6. B. J. 10. Develop fluency in operations with real numbers, vectors, and matrices using mental computation or paper-and-pencil calculations for simple cases and technology for more-complicated cases.</p>	
Objectives ○ Conceptual ○ Factual ○ Procedural	Explain the importance of maintaining consistent inventory records; explain the difference between a periodic and perpetual inventory system; determine the cost of merchandise inventory using specific identification, LIFO, FIFO and average cost methods; assign a value to inventory using the lower of cost or market rule; and understand the impact of inventory valuation methods on net income.	
Assessments	Performance Tasks Glencoe Accounting Chapter Working Papers Glencoe Accounting Chapter Tests	Other Evidence Informal assessment by verbal responses during class discussion and presentation of topics / quizzes