



# Windsor Secondary School

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**Mission Statement: We strive to foster engaged, critical thinkers, and compassionate educated citizens**

## COURSE OUTLINE

### Subject: Accounting 11

#### Big Ideas of the curriculum:

- Financial literacy promotes the financial well-being of both individuals & businesses
- Business creates opportunities to enable change
- Tools and technologies can be adapted for specific purposes

#### Curricular Competencies:

##### Students are expected to be able to do the following:

- Conduct research to acquire a deep understanding of the issue and its context
- Identify criteria for success, constraints, and possible unintended negative consequences
- Identify, critique, and use a variety of sources of inspiration and information
- Generate ideas, individually and collaboratively, to contribute to the creation of a business product
- Use applicable and effective approaches for choosing a strategy or developing solutions
- Determine ethical considerations of proposed strategies and solutions
- Create a draft approach to satisfy business needs
- Determine the location of data sources and develop accounting efficiencies for initial setup and ongoing processing
- Identify and obtain critical feedback from multiple sources, both initially and over time
- Based on feedback received and evaluated, make changes to accounting products or processes as needed
- Perform applicable analyses to uncover trends, patterns, and relationships
- Assess the current and projected financial strength of a business
- Obtain pertinent information through different sources
- Identify tools, technologies, materials, processes, and time needed for development and implementation
- Share progress during the accounting cycle to generate feedback and promote collaboration
- Describe the financial status of enterprises based on analysis of financial documents
- Assess their ability to work effectively, both individually and collaboratively, including the ability to implement project management processes
- Choose an appropriate form, scale, and level of detail for communicating outcomes in a clear and concise manner
- Demonstrate safety issues for themselves, co-workers, and users in both physical and digital environments
- Identify and critically assess skills needed related to current or projected tasks, and develop specific plans to learn or refine skills over time
- Apply a framework for solving problems and for making important financial decisions
- Explore existing, new, and emerging tools, technologies, and systems and evaluate their suitability for the task at hand
- Evaluate impacts, including unintended negative consequences, of choices made about technology use
- Use digital technologies to generate results and support facts and findings

## **Curricular Content:**

### **Students are expected to be able to do the following:**

- role of accounting in business
- the accounting cycle
- accounting principles
- accounting equation
- relationship between debit and credit entries
- source documents, general journals, ledgers, accounts payable and receivable, and trial balances, and the relationships between them
- special journals
- chart of accounts
- preparation process of financial documents and statements
- financial decision making using financial documents
- coordination and facilitation skills for projects and processes
- interpersonal and presentation skills to promote products or services and to interact with potential customers/clients
- career options and opportunities in various accounting sectors
- industry best practices

## **Resource Material**

- Prentice-Hall Accounting – textbook
- Microsoft Office software – computer
- Junior Achievement Stock Market Simulation Game - Computer

## **Student Learning: Activities and Strategies**

- Instructional handouts - completed with teacher
- Students will be completing questions, exercises, and projects individually or in small groups
- Students will participate in class, small group discussions, or written reflection about current events' impact on a business, industry, or the general economy

## **Assessment and Evaluation:**

### **The following assessment strategies will be used:**

- chapter quizzes & exams
- projects completed by hand & on computer
- classroom performance based on students' attitudes, work habits, attendance and punctuality
  
- 65% - summative assessment
- 35% - formative assessment

## **Policies and Procedures:**

- Policy regarding late homework assignments: Except for extenuating circumstances, no credits will be given after completion and final assessment of each chapter / topic.
- If a student is unsuccessful with a chapter / unit test, s/he will be issued a grade of an "I" (incomplete) and will be given an opportunity to re-write or demonstrate his/her knowledge of the chapter/unit.
- Students must carefully follow instructions according to the school's computer use agreement and leave their workstations ready for the next student.
- Students must clean up paper and place in recycle box
- No food or drink allowed near the computers