Nashville State Community College  
Business & Applied Arts Division  
Accounting Program

Master Course Syllabus

This master course syllabus is meant simply as a guide and overview of the course. Each instructor will further clarify their criteria for grading, classroom procedures, attendance, exams and dates, etc. on his/her course syllabus.

Course Title: ACCT 2331 – Tax Accounting
Credits: 3
Class Hours: 3
Course Description: An introduction to basic taxation principles and applications. Topics include history of taxation, tax legislation, federal and state regulations, preparation of tax forms, and other tax matters. Prerequisite(s): ACCT 1020 with a grade of “C” or higher. Semester Availability: Fall. Not part of a Tennessee Transfer Pathway

Instructor Information:
Name: Philip Lee
Email: Philip.lee@nscc.edu
Office Phone: 615-916-5888
Office Location: Southeast Campus, Room 1512
Office Hours:

Textbook and Other Materials:


Course Outcomes:
Upon successful completion of this course, students should be able to:

- Prepare tax returns for individuals and Schedule C businesses.
- Apply tax law and regulations to taxpayer specific situations and determine income.
- Apply tax law and regulations to taxpayer specific situations and determine allowable deductions.
- Apply tax law and regulations to taxpayer specific situations and determine allowable appropriate credits.
- Apply tax law and regulations to taxpayer specific situations and determine minimum legal tax liability.

Course Competencies:
The following are detailed course competencies intended to support the course outcomes:
- Apply the tax formula to calculate tax liability for individuals.
- Determine the number of exemptions and exemption amounts for taxpayers.
- Determine which items of income are included in gross income.
- Apply the rules governing inclusion of social security benefits as taxable income.
- Complete a basic Schedule C to compute profit or loss from a business.
- Identify the requirements for deducting transportation, travel, and entertainment expenses.
- Apply the tax rules for rental property and vacation homes.
- Demonstrate the treatment of passive income and losses to a taxpayer situation.
- Calculate the itemized deduction for taxes.
- Compute the deduction for casualty and theft losses.
- Determine the earned income credit (EIC) for a taxpayer.
- Compute the depreciation expense for a taxpayer using the MACRS tables.
- Apply the limitations place on depreciation of “listed property” for a taxpayer.
- Calculate the gain or loss on the disposition of an asset.
- Compute the tax on capital gains.
- Compute the income tax withholding from employee wages.
- Calculate the self-employment tax for self-employed taxpayers.

The following are general education competencies intended to support the course outcomes:
- Locate, evaluate, and use multiple sources of information to determine and substantiate your decision.
- Apply basic mathematical concepts to arrive at a solution to the problem.
- Apply critical thinking skills to determine and support a solution.
- Use and adapt current technologies to increase efficiency and effectiveness in performing routine business applications.

Topics to Be Covered:
- The Tax Return
- Gross Income and Exclusions
- Business Income and Expenses
- Itemized Deductions and Other Incentives
- Credit and Special Taxes
- Accounting Periods and Methods and Depreciation
- Capital Gains and Losses
- Withholding, Estimated Payments, and Payroll Taxes
Course Assessments:
The following performance assessments will be used to demonstrate students' understanding, knowledge and skills:

Homework
Chapter homework consists of reading the assigned chapter, working the self-study problems in the chapter (solutions included in textbook for immediate feedback), then complete the online homework at the CengageNow online homework site. Assignments are auto-graded by CengageNow for immediate feedback. The CengageNow printed Access card that comes with the textbook bundle from the bookstore provides access to the homework site.

Tax Returns
For each chapter there is a tax return assignment. The assignment is located in the questions and problems section at the end of each chapter. After reading the problem, download the necessary forms and schedules to your computer from irs.gov. You will fill in the IRS forms and schedules and save them to your computer. Submit your completed forms and schedules for each tax return in the appropriate link of the Assignments Dropbox.

Examinations
There are three examinations: Exam 1 covers chapters 1 through 3, Exam 2 covers chapters 4 through 6, and Exam 3 covers chapters 7 through 9. Exams will be completed in the school Testing Center online using the textbook publisher online site. The final exam is simply the third exam covering chapters 7 through 9.

Discussions
Assigned discussion questions or activities will be posted on the discussion board by your instructor. Participation in these discussions is required and will be counted as part of the final grade. Discussion activities are to be completed and submitted by the due date listed for the corresponding chapter. Do your very best to use proper grammar and punctuation when posting your discussions!

Discussion assignments will be graded based on the thoroughness and completeness of the student's post. For example, if the assignment requires that the student posts three items and he or she posts only two instead, only partial credit will be given. Please review the netiquette rules carefully. You are expected to abide by them when posting on the discussion board or sending email messages in this course.

Grading Policy:

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<tr>
<th></th>
<th>Final Grade Weight Percentages</th>
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<tbody>
<tr>
<td>Homework</td>
<td>25%</td>
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<tr>
<td>Tax Returns</td>
<td>20%</td>
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<tr>
<td>Examinations</td>
<td>45%</td>
</tr>
<tr>
<td>Discussions</td>
<td>10%</td>
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<tr>
<td>Total</td>
<td>100%</td>
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Grading Scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>90 – 100</td>
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<tr>
<td>B</td>
<td>80 – 89</td>
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<tr>
<td>C</td>
<td>70 – 79</td>
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<tr>
<td>D</td>
<td>65 - 69</td>
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<tr>
<td>F</td>
<td>Under 65</td>
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Per TBR policy, a student who does not officially drop or withdraw from a course, but receives a failing grade, will receive an “FA” if the last day of attendance was earlier than two-thirds into the part-of-term. That date equates to the last day to withdraw from the course.

An FN is awarded to students who never attended class.

**Make-up Procedures for Missed Assignments and Work:**

Please refer to your individual instructor’s syllabus.

**Attendance Policy**

A student is expected to attend all scheduled classes and laboratories. Each instructor will formulate an attendance policy and provide it on the course syllabus. Absences are counted from the first scheduled meeting of the class, and it is the responsibility of each student to know the attendance policy of each instructor in whose class he/she is enrolled. If a student is absent from a class, he/she should give an advanced explanation to the instructor. Absences in a course may affect a student’s final grade. The student is responsible for all assigned work in the course regardless of excused or unexcused absences. Tardiness may also affect a student’s final grade.

**D2L Brightspace/NSOnline and myNSCC email**

It is the student’s responsibility to check D2L and MyNSCC email on a regular basis. These are the official communication channels between the college and students. Students are responsible for the information communicated through those channels. D2L contains specific course information and MyNSCC contains information important for other purposes.

**Technology Statement**

Nashville State’s classes are considered to be web-enhanced. Faculty have an expectation that students will use a computer and the Internet to complete assignments, engage in online discussions, and access various course materials through Desire2Learn (D2L) course shells. Computers are available for student use at each campus during campus open hours.
ADA Compliance Statement
Nashville State complies with the Americans with Disabilities Act. If you wish to request any special accommodations for any courses in which you are enrolled, contact the Access Center at 615.353.3741 or 3721.

Classroom Misconduct
Nashville State Community College has a zero tolerance policy for disruptive conduct in the classroom. Students whose behavior disrupts the classroom will be subject to disciplinary sanctions. The Nashville State Student Code of Conduct policy is available at http://www.nscc.edu/content/resources/Student_Code_of_Conduct_Policy.pdf.

Please be aware that children are not allowed in class or unattended on campus.

Academic Dishonesty (Honor Code)
Any form of academic dishonesty, cheating, plagiarizing, or other academic misconduct is prohibited. "Plagiarism may result from: (1) failing to cite quotations and borrowed ideas, (2) failing to enclose borrowed language in quotation marks, and (3) failing to put summaries and paraphrases in your own words (A Writer's Reference 331). Academic dishonesty may be defined as, but is not limited to, intentionally trying to deceive by claiming credit for the work of another person, using information from a web page or source without citing the reference, fraudulently using someone else’s work on an exam, paper, or assignment, recycling your own work from another course, purchasing papers or materials from another source and presenting them as your own, attempting to obtain exams/materials/assignments in advance of the date of administration by the instructor, impersonating someone else in a testing situation, providing confidential test information to someone else, submitting the same assignment in two different classes without requesting both instructor’s permission, allowing someone else to copy or use your work, using someone else’s work to complete your own, altering documents, transcripts or grades, and forging a faculty/staff member’s signature.

In addition to other possible disciplinary sanctions that may be imposed through regular college procedures as a result of academic dishonesty the instructor has the authority to assign an “F” or a “Zero” for the exercise, paper, or examination or to assign an “F” for the course. Students may appeal through the appropriate college grade appeal procedures.

Academic Early Warning System
Nashville State Community College has implemented an Early Warning System to notify students via e-mail about academic problems such as poor classroom attendance, poor performance on assignments/tests, poor communication skills, late/missing assignments, and/or lack of classroom participation. *Please note that Early Warning Alerts do not affect a student’s academic standing.
RAVE Emergency Alert System
Emergency events can happen at any time and Nashville State Community College wants to be able to notify students if and when they occur. For this reason, all students have been enrolled in the free RAVE alert system. If you have not already done so, please log in at https://getrave.com/login/nscc to confirm and update your contact information and notification preferences. It is critical that your information be correct so that you will receive any emergency notifications. Your RAVE Username is your NSCC email address. If you’ve never received an email from RAVE with your password, or if you need to reset your password, select “Forgot your password?” and a new password will be emailed to you. Should the RAVE system indicate “user not found”, select Register and create your own RAVE account.

Inclement Weather Policy
Nashville State will use the RAVE alert system to send a text message to students, staff, and faculty about adjusted hours of operation and/or closings at individual campuses. All students should check the Nashville State website home page at www.nscc.edu for announcements on campus closures, which may vary from campus to campus. Campus closures will also be announced on local television stations.

When classes are cancelled, an online assignment will be posted in NS Online. Check NS Online for a message from your instructor regarding your online assignment requirements.

Students should use their own best judgment in determining whether to report to campus during inclement weather when classes are not cancelled.

Class Cancellation Policy
If the class is cancelled, the instructor will notify all students by posting in the NSOnline/D2L course, e-mailing through NSOnline/D2L, and/or by posting a sign on the classroom door. In the event of class cancellation, students must access NSOnline/D2L to complete classwork and the assignment that will be posted in the course D2L site.