



## MASTER COURSE OUTLINE

A. ACCT 1031 Business Math/Calculators

B. COURSE DESCRIPTION:

This course introduces the application of mathematical functions of business problems and solutions. The touch system of 10-key calculator operations is introduced. Students will also develop speed and accuracy using the touch system for the four basic arithmetic operations and solving business problems. This course is part of the Associate in Applied Science Accounting degree which is accredited by the Accreditation Council for Business Schools and Programs (ACBSP). Prerequisites: MATH 0550 or basic math competency.  
**(3 Cr – 2 lect, 1 lab)**

C. \*\*Core Theme: Critical Thinking

D. MAJOR CONTENT AREAS:

- Touch system arithmetic operations on 10-key calculator
- Cash
  - Balance checkbook/register
  - Reconcile bank statement
- Payroll problems
  - Salaries and hourly wages
  - Commissions
- Purchasing
  - Cash discounts
  - Trade discounts
- Descriptive statistics
- Basic algebra
- Interest calculations
  - Simple interest
  - Compound interest
  - Calculate effective interest rate
- Tax calculations
  - Property tax
  - Sales tax
- Insurance
  - Life/health
  - Property/casualty
- Inventory
- Depreciation
- Time value of money
  - Future values

- Present values
- Lump sums
- Annuities
- Long-term investments
  - Corporate stock
  - Bonds

E. GOAL TYPES, OBJECTIVES, AND OUTCOMES:

<u>GOAL TYPE</u>	<u>OBJECTIVES</u> Students will be able to	<u>OUTCOMES</u> The student will successfully
<b>**Critical Thinking</b>	gather factual information and apply it to a given problem in a manner that is relevant, clear, comprehensive, and conscious of possible bias in the information selected.	1. apply relevant mathematical operations to various business problems.
<u>CS</u>	develop speed and accuracy in the touch system of use of 10-key calculators.	1. demonstrate use of the 10-key touch system.
<u>CS</u>	gain proficiency at bank account reconciliation.	1. solve bank reconciliation problems.
<u>CS</u>	develop proficiency in interest calculations.	1. solve interest calculations.
<u>CS</u>	apply time-value of money concepts to common business and financial applications.	1. solve various business and financial problems using time-value of money tools.

F. SPECIAL INFORMATION:

This course may require use of the Internet, the submission of electronically prepared documents and the use of a course management software program. Students who have a disability and need accommodations should contact the instructor or the Student Success Center at the beginning of the semester. This information will be made available in alternative format, such as Braille, large print, or current media, upon request.

G. COURSE CODING INFORMATION: Course Code D/Class Maximum 30; Letter Grade

Revision date: 12/18/12; 11/29/17

AASC Approval date: 12/12/17

<b>*Riverland Community College Disciplines</b>	<b>MnTC Goal Number</b>
Communication (CM)	<b>1</b>
Natural Sciences (NS)	<b>3</b>
Mathematics/Logical Reasoning (MA)	<b>4</b>
History and the Social & Behavioral Sciences (SS)	<b>5</b>
Humanities and Fine Arts (HU)	<b>6</b>

<b>**Riverland Community College Core Themes</b>	<b>MnTC Goal Number</b>
Critical Thinking (CT)	<b>2</b>
Human Diversity (HD)	<b>7</b>
Global Perspective (GP)	<b>8</b>
Ethical and Civic Responsibility (EC)	<b>9</b>
People and the Environment (PE)	<b>10</b>

\*These five MnTC Goals have been identified as Riverland Community College Disciplines.

\*\* These five MnTC Goals have been identified as Riverland Community College Core Themes.

NOTE: The Minnesota Transfer Curriculum “10 Goal Areas of Emphasis” are reflected in the five required discipline areas and five core themes noted in the Riverland Community College program of study guide and/or college catalog.