

GEORGE MASON UNIVERSITY
College of Education and Human Development
Hospitality, Tourism and Events Management

TOUR 214 Hospitality, Tourism and Event Management Accounting
3 credits, Spring 2020
MW 10:30 – 11:45 p.m, 275 Enterprise Hall– Fairfax campus

FACULTY

Professor: Paul Magnant “Chef Paul” or “Professor Magnant”
Office Hours: By Appointment
Office Location: 211A Krug Hall
Office Phone: 703-993-7077
Email Address: pmagnant@gmu.edu (Preferred Method of communication)

PREREQUISITES

None

UNIVERSITY CATALOG COURSE DESCRIPTION:

Course provides an overview of financial accounting for hospitality, tourism and event (HTEM) managers. Financial accounting is presented from the perspective of recording financial transaction, developing financial statements, and evaluating investment and operational decisions. Emphasis is placed on helping students become efficient in the use of spreadsheets as they relate to managerial decision making in hospitality, event, and tourism management.

COURSE OVERVIEW:

This is a lower-level course in hospitality, tourism and events management. It will require the use of information derived from: lecture/textbook material; general print and online library resources; and external data sources. The course is delivered in a variety of ways including lecture presentations, homework assignments, and exams. The objective is threefold: to encourage collaborative and supportive learning environment among students; to emphasize that students are as responsible for their learning as I am; and to encourage analysis and critical thinking. Thus, students are held to the standards of the George Mason University Honor Code. They are expected to attend all class sections, actively participate in class discussions, complete in-class or take-home exercises and fulfill all assignments. **Assignments must be turned in at the specified time and date or no credit will be given.** Detailed information about course rules, course requirements and evaluation will be provided separately in class.

DELIVERY METHOD

Lecture Format with limited online activities – Approximately 90% Face-to-face and 10% Online

LEARNER OUTCOMES AND COURSE OBJECTIVES

This course is designed to enable students to do the following:

1. Summarize accounting principles
2. Analyze the budget process
3. Develop financial statement including balance sheets and income/loss statements
4. Interpret financial statements for the purposes of making decisions and informed judgments about ethical business management
5. Evaluate the managerial implications of financial assessment tools
6. Identify investment opportunities
7. Utilize Excel software

PROFESSIONAL STANDARDS:

Students are expected to exhibit professional behaviors and dispositions at all times. Students are expected to follow courteous Internet etiquette. See <https://cehd.gmu.edu/students/polices-procedures/>

REQUIRED READING

Weygandt, Kieso, Kimmel, DeFranco (2009), *Hospitality Financial Accounting*, 2nd edition, N.J; Wiley.

CLASS ATTENDANCE AND PARTICIPATION:

Attendance will be taken at the beginning of each class meeting. It is your responsibility to sign the class attendance sheet, even if you are late to class. My record of attendance is official and final. I will take attendance for all class meetings, not including exam dates.

COURSE PERFORMANCE EVALUATION

This course will be graded on a percentage system, with a total of 100 possible percentage points. There are 5 grading requirements, namely: (1) homework, (2) exams, (3) Quizzes, (4) Final Exam and (5) Participation. Each requirement is briefly introduced below. **Late work will not be accepted in this class.**

1. Homework (25%)

You are required to complete 10 homework assignment based on both the viewing assignments and the lectures. Each homework assignment is worth 2.5 points. Some of the homework must be completed in Excel

2. Exams (30%)

Exams will be taken in class. Dates of the exam are provided below. Each exam is worth 15 percent.

3. Final Exam (20%)

The Final Exam will be cumulative.

4. Participation and Attendance (10%)

Participation in this class constitutes 5% of the grade and is required as this will contribute to the content quality of the class as well as to your intellectual benefit from it. Participation in class discussion is very important. Please prepare for class by reading the assigned material. Your grade for class participation will be based on my judgment of the consistency with which you *participate constructively* in class discussion and activities. Please note that class discussion includes interacting with your classmates. When I am leading discussions, I may call upon students for input or answers to questions stemming from the lecture. Please be prepared for this.

5. Quizzes (15%)

An unscheduled quiz will be distributed at the beginning of class covering the assigned text book reading. Once a quiz is turned into the instructor as completed no further quizzes will be given out. Quizzes cannot be made up.

Deliverables	Percentage
Homework	25
Exam 1 through 3 (10% each)	30
Attendance/Participation	10
Final Exam (Cumulative)	25
Quizzes	15
Total	100

Grading Scale

A+ = 97 – 100	B+ = 87-89	C+ = 77-79	D = 60-69
A = 94-96	B = 84-86	C = 74-76	F = 0 –59
A- = 90-93	B- = 80-83	C- = 70-73	

PROFESSIONAL DISPOSITIONS

Students are expected to exhibit professional behaviors and dispositions at all times.

Instructor Support: Students may schedule a one-on-one meeting to discuss course requirements, content or other course-related issues. Students should email the instructor to schedule a one-on-one session, including their preferred meeting method and suggested dates/times.

CORE VALUES COMMITMENT

The College of Education and Human Development is committed to collaboration, ethical leadership, innovation, research based practice, and social justice. Students are expected to adhere to these principles: <http://cehd.gmu.edu/values/>.

GMU POLICIES AND RESOURCES FOR STUDENTS

Policies:

- Students must adhere to the guidelines of the Mason Honor Code (see <https://catalog.gmu.edu/policies/honor-code-system/>).
- Students must follow the university policy for Responsible Use of Computing (see <https://universitypolicy.gmu.edu/policies/responsible-use-of-computing/>).
- Students are responsible for the content of university communications sent to their Mason email account and are required to activate their account and check it regularly. All communication from the university, college, school, and program will be sent to students **solely** through their Mason email account.
- Students with disabilities who seek accommodations in a course must be registered with George Mason University Disability Services. Approved accommodations will begin at the time the written letter from Disability Services is received by the instructor (see <https://ds.gmu.edu/>).
- Students must silence all sound emitting devices during class unless otherwise authorized by the instructor.

Campus Resources

- Support for submission of assignments to Tk20 should be directed to tk20help@gmu.edu or <https://cehd.gmu.edu/aero/tk20>. Questions or concerns regarding use of Blackboard should be directed to <https://its.gmu.edu/knowledge-base/blackboard-instructional-technology-support-for-students/>.
- For information on student support resources on campus, see <https://ctfe.gmu.edu/teaching/student-support-resources-on-campus>

Notice of mandatory reporting of sexual assault, interpersonal violence, and stalking:

As a faculty member, I am designated as a “Responsible Employee,” and must report all disclosures of sexual assault, interpersonal violence, and stalking to Mason’s Title IX Coordinator per University Policy 1202. If you wish to speak with someone confidentially, please contact one of Mason’s confidential resources, such as Student Support and Advocacy Center (SSAC) at 703-380-1434 or Counseling and Psychological Services (CAPS) at 703-993-2380. You may also seek assistance from Mason’s Title IX Coordinator by calling 703-993-8730, or emailing titleix@gmu.edu.

For additional information on the College of Education and Human Development, please visit our website <https://cehd.gmu.edu/students/>.

CLASS SCHEDULE

Date		Topic/Learning Experiences	Chapter Read Ahead
Week 1	Mon – 1/20 Wed – 1/22	No class-Holiday Introductions & Accounting Building Blocks	
Week 2	Mon – 1/27 Wed – 1/29	Uniform System of Accounting and Reporting	1 (pg1-23)
Week 3	Mon – 2/3 Wed – 2/5	Framework, Assumptions & Principles Constraints, Using Building Blocks, Statements	2 (pg. 30-40) 2 (pg. 41-54)
Week 4	Mon – 2/10 Wed – 2/12	Account, Recording Process, Journalizing/Post Trial Balance, Data Processing	3 (pg. 66-87) 3 (pg. 88-93)
Week 5	Mon – 2/17 Wed – 2/19	Review for Exam Exam #1 (Chapters 1-3)	
Week 6	Mon – 2/24 Wed – 2/26	The Income Statement to Balance Sheet Statement of Cash Flows	6 (pg. 168-177) 6 (pg. 178-183)
Week 7	Mon – 3/2 Wed – 3/6	Inventory Basics and Costing: Periodic Inventory: Physical Flow, Errors, Presentation	9 (pg. 260-273) 9 (pg. 274-283)
Week 8	Mon – 3/9 Wed – 3/11	Spring Break-No Classes	
Week 9	Mon – 3/16 Wed – 3/18	Internal Control Cash Control & Bank Use	10 (pg. 288-300) 10 (pg. 302-305)
Week 10	Mon – 3/23 Wed – 3/25	Review for Exam Exam #2 (Chapters 6, 9, 10)	
Week 11	Mon – 3/30 Wed – 4/1	Payroll Defined, Control & Determination Payroll Recording and Employer Taxes	11 (pg. 318-327) 11 (pg. 327-338)
Week 12	Mon – 4/6 Wed – 4/8	Acct Receivable/Current Liabilities Long Term Assets	12 (pg. 346-371) 13 (pg. 380-430)
Week 13	Mon – 4/13 Wed – 4/15	Ownership Formats Stock, Dividends, Retained Earnings	14 (pg. 410-428) 14 (pg. 429-447)
Week 14	Mon – 4/20 Wed – 4/22	Review for Exam Exam #3 (Chapters 11-14)	
Week 15	Mon – 4/27 Wed – 4/29	Review for Final Exam Review for Final Exam	

Note: Faculty reserves the right to alter the schedule as necessary.