ACCOUNTING COACH

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Introduction

PKL’s Accounting Coach is a series of algorithmic exercises developed and designed to aid accounting students in learning concepts, principles and procedures of accounting.

The first algorithmic exercise introduces the basics of the accounting equation, and provides the student an opportunity to become familiar with the data entry and printing procedures of the program. In between the first and last exercises are algorithmic exercises dealing with debit and credits, adjusting and closing entries, basic cash flows, inventory valuation, bank reconciliations, bad debts, acquisition and disposal of long-term assets, interest, bonds, cash and stock dividends, treasury stock, statement of cash flows, and income statement and balance sheet analysis.
Instructor/Teacher Registration

After contacting PKL Software, a 12 digit registration code needed to register and activate the product will be emailed to the instructor. To start the registration processes go to the Log-In web page:


On the log-in page, click the yellow button and follow the steps it outlines.

Also enclosed in the Email message are other teacher-related materials (e.g. a Teachers Manual). The 12 digit registration code for a Teacher/Professor is different that a 12 digit registration Code for a student. When you register with a Teacher code, you are assigned a ‘Professor’ status which provides more privileges than a student code.

Student Registration

To start the registration process, go to the Log-In web page:


On the log-in page, click the yellow button and follow the steps it outlines. During the registration process, there is a box to enter a Course Code. If your teacher/professor has given it to you, enter it during this registration process. If you did not receive a Course Code and later one is assigned, follow these steps:

Student Registration continued….

1. Log In
2. Choose the Administration main menu item and then the Change User Data sub-menu item.
3. Enter the Course Code in the box provided (technically this box is called a textbox).
4. Click the Submit button.
The entered Course Code links the student to the teacher/professor who can review student progress.

**The ‘Help’ Screens**

With each exercise (or Topic), there is a ‘Help’ button at the top of the page. The ‘Teacher’ button provides a ‘popup’ screen with assistance for the student about the accounting principles and procedures related to the Topic. For example, for the exercise on Disposal of Long-Term Assets, there is a ‘Help’ screen for assistance on each of selling an asset with no gain or loss, selling an asset at a gain, and selling an asset at a loss. The ‘Help’ screen can be accessed any time during the exercise.

**Purpose**

The purpose of the Accounting Coach is to provide students a means of review and reinforcement of accounting principles and procedures related to the topics found in a typical financial accounting textbook. Students can use this reviewing and learning tool in class, in the comfort of their homes, or wherever they have access to the Internet.

**Expected Results**

Classroom testing by PKL Software’s teaching team has shown marked improvement in test scores and final grades from students who use Accounting Coach on a consistent basis.

**Algorithmic**

The values used in the exercises, and the values or other types of answers the student must input are algorithmic; that is, the requested inputs are always different so that rote memorization of the exercises or examinations is not possible. For example, when the student uses the Accounting Coach to
review methods of depreciation, the cost, estimated useful life, and estimated salvage values are randomly selected and different for each exercise.

**The Exercises**

There is no time limit or set number of times the student can practice with these exercises. The values are algorithmic so that the values presented to the student will be different with each 'run' of the exercise.

When the student inputs values or responds to questions, an explanation of the correct values or response is given, as a follow up.

After the student feels competent with the principles and procedures of an exercise, the student can take a self-evaluation examination an unlimited number of times. The evaluation is graded by the program and can be submitted to the professor/instructor via email or via a handed-in print out of the examination.

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**1. Accounting Equation**

A short introductory problem involving the Accounting Equation. The equation is shown with missing values for either Assets or Liabilities or Owner’s Equity. The student must complete the equation by entering the amount that will balance the equation balance and make it correct. The equation is also expanded to include missing values for account balances that must be determined.

Analysis Questions: 8

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**2. Basic Accounting Principles**

Select accounting principle that applies to a given business transaction.

Analysis Questions: 8

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**3. Debits and Credits**

Deciding which type of account (asset, liability, common stock, dividend, revenue, or expense) is debited or credited for each transaction.
4. Adjusting Accruals and Deferrals
Identifying the accounts to be debited and credited and the amount of the adjustment through T accounts that are typically involved in the adjusting procedure.

Analysis Questions: 6

5. Closing Entries
Determining the increase or decrease to Retained Earnings as result of closing the temporary accounts.
Analysis Questions: 7

6. Financial Statement Preparation
Completion of financial statements by inputting the missing values to correctly complete the financial statement.
Analysis Questions: 6

7. Effects of Under- or Overstating Inventory
Given the set of circumstances, selecting whether the error in inventory over- or under-stated key values on the income statement.
Analysis Questions: 6

8. Basic Statement of Cash Flows
Selecting whether a given transaction was a cash flow from operating, investing, or financing activity.
Analysis Questions: 6
9. Classified Balance Sheet
Completing the financial statement by inputting the missing values to correctly complete the financial statement.
Analysis Questions: 7

10. Inventory Valuation - Periodic
Determining from an inventory activity report, the value of the ending inventory, cost of goods sold, or gross profit using the periodic inventory method. The inventory activity reports include FIFO, LIFO, and Weighted-Average activity reports.
Analysis Questions: 9

11. Inventory Valuation - Perpetual
Determining from an inventory activity report, the value of the ending inventory, cost of goods sold, or gross profit using the perpetual inventory method. The inventory activity reports include FIFO, LIFO, and Weighted-Average activity reports.
Analysis Questions: 9

12. Bank Reconciliation
Incomplete bank reconciliations are completed.
Analysis Questions: 8

13. Bad Debts Expense
Calculating either the bad debt expense, allowance for doubtful accounts, or the net realizable value of the accounts receivable under the Net Credit Sales, Accounts Receivable, or Aging of Receivables method of determining bad debts expenses.
Analysis Questions: 9
14. Acquisition of Long-Term Assets
The 'cost' of the long-term asset, given details of the purchase, must be determined.
Analysis Questions: 7

15. Disposal of Long-Term Assets
Gain or loss on the disposal of long-term assets by disposal, sale, or exchange must be determined.
Analysis Questions: 5

16. Depreciation
Periodic depreciation, accumulated depreciation, or book value of a tangible or intangible long-term asset using either the straight-line, units-of-production, or declining balance methods of depreciation must be determined.
Analysis Questions: 6

17. Interest
The periodic interest or total interest on short-term notes, using simple interest, ordinary interest, or exact interest methods must be determined.
Analysis Questions: 8

18. Bonds
Determining the selling price of bonds at a discount or at a premium and either the periodic interest or periodic amortization of bond discount or bond premium. Present value tables for calculating the selling price of the bonds are provided.
Analysis Questions: 5

19. Long-Term Notes
Determining either the periodic interest on the long-term note or total interest on the note.
20. **Common and Preferred Stock, and Treasury Stock**
The effects on common stock, preferred stock, paid in capital, treasury stock, paid in capital from treasury stock transactions, and retained earnings for the sale of common or preferred stock, and treasury stock transactions must be determined.

Analysis Questions: 10

21. **Cash and Stock Dividends, and Stock Splits**
The effects on common stock, preferred stock, paid in capital, and retained earnings for the declaration or payment of cash dividends or the declaration and issue of stock dividends must be determined.

Analysis Questions: 18

22. **Cash Flow Analysis - Direct Method**
Determining through the use of T accounts, how transactions affect cash flow, illustrating cash flows through the collection of receivables, payment of liabilities, and prepaid and accrued current accounts.

Analysis Questions: 10

23. **Cash Flow Analysis - Indirect Method**
Determining through the use of T accounts, how transactions affect cash flow, illustrating cash flows through the collection of receivables, payment of liabilities, and prepaid and accrued current accounts.

Analysis Questions: 10

24. **Income Statement Analysis**
Presented with an income statement and relevant information regarding beginning balances and ending balances of accounts required for income statement analysis, students must calculate the basic income statement ratios.
25. Balance Sheet Analysis
Presented with a balance sheet and relevant information regarding beginning balances and ending balances of accounts required for balance sheet analysis, the student must calculate the basic balance sheet ratios.
Analysis Questions: 10

Examinations
After students become competent with the principles and procedures of an exercise, they can take a self-evaluation examination. Each examination is automatically graded by the program and can be submitted automatically to the Professor's class list. The exercise can also be directly e-mailed to the professor/instructor or collected by the professor via a handed-in printout of the examination.

Directions for Examinations
A value or an answer selected from a drop-down menu list is entered. After the ‘Answer’ button is clicked, the answer is recorded and the next problem within the examination is presented on the screen. When the last question is answered, there are options to Redo the examination, Print the examination, or Email the examination to the Instructor/Teacher. On each ‘redo,’ a different set of questions is presented. Each examination is automatically graded by the program and can be submitted automatically to the Professor's class list.

The teacher may limit the number of times an examination can be taken and establish last date the examination can be taken.