

**SAM HOUSTON STATE UNIVERSITY
COLLEGE OF BUSINESS ADMINISTRATION
Department of Accounting
Course Syllabus – Summer 2024**

COURSE NUMBER: ACCT 3353

COURSE TITLE: Federal Taxation Concepts

CLASS LOCATION: Online

PREREQUISITES: Completion of ACT 2301 and 2302 with a grade of C or better.

INSTRUCTOR: Tonya Blocker, PhD, CPA

OFFICE: 305 B Smith-Hutson Building (Huntsville Campus)

OFFICE HOURS: Online and by appointment.

CONTACT INFORMATION: Telephone: 936-294-1282
E-Mail: tjb094@shsu.edu

REQUIRED TEXT AND RELATED MATERIALS:

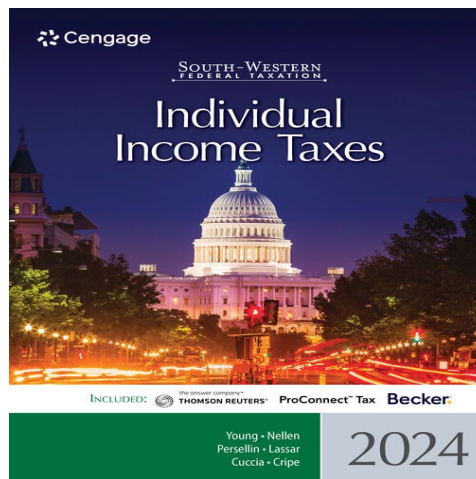
Title: South-Western Federal Taxation 2024

Author: Young, Nellen, Persellin, Lassar, Cuccia and Cripe

ISBN: 9780357900550

Textbook can be obtained through bearcats bundle if you chose to enroll in the option as a means to obtain your textbooks for all your SHSU courses.

<https://www.shsu.edu/services/auxiliary/bearcatsbundle>



SUPPLEMENTAL MATERIALS: Calculator *needed* for exams.

TECHNOLOGY:

Use of technology is an integral part of this course. You will need to allow yourself time to become comfortable with the software that we are using. You will also need to allow time to use the computers on campus if you do not have access to the internet from another computer.

1. **Blackboard:** Enter Blackboard from the Sam homepage (www.shsu.edu). Click on the link for this course. What is available: syllabus, homework assignments, class materials, test grades, and periodically announcements pertaining to class.
2. **All homework will be submitted for grading online.**
3. **Tax return software:** You will be required to prepare a tax return using tax software. A more thorough explanation is provided in this syllabus under the heading “TAX RETURN”.
4. **Communication:** You will need to check your SHSU e-mail as I will be using e-mail to communicate with you at times throughout the semester.

COURSE DESCRIPTION:

The primary emphasis of this course is on basic tax concepts and the income taxation of individuals. Emphasis is placed on tax compliance.

COURSE OBJECTIVES:

At the completion of this course, students are expected to have a sound technical and conceptual foundation of the federal tax system as it applies to individuals. Additionally, students will have a better understanding of the impact of tax laws on daily activities and how tax laws affect business and financial decisions. Students will learn to apply tax law to both compliance and planning problems/situations. Specifically, students are expected to know the filing requirements and basic tax formula used to compute tax liability, the concept of gross income, deductions, credits, and property transactions as they apply to individuals.

TOPICS:

Chapter 3 – Tax Formula and Determination; An Overview of Property Transactions.

Chapter 4 – Gross Income: Concepts and Inclusions.

Chapter 5 – Gross Income: Exclusions.

Chapter 6 – Deductions and Losses: In General.

Chapter 7 – Deductions and Losses: Certain Business Expenses and Losses.

Chapter 8 – Depreciation, Cost Recovery, Amortization and Depletion.

Chapter 9 – Deductions: Employee and Self-Employed Related Expenses.

Chapter 10 – Deductions and Losses: Certain Itemized Deductions

COURSE EVALUATION PROCESS:

The course grade will depend on a student's performance on exams, quizzes, homework, classwork, and projects.

Three Semester Exams (200 points each)	600 points	-	60%
Homework (8 x 12 pts + Syllabus quiz @ 4 pts)	100 points	-	10%
Tax return memo	150 points		15%
Tax return project	150 points		15%
Total Points	1000 points	-	100%

COURSE GRADING SCALE:

A = 90-100%

B = 80-89%

C = 70-79%

D = 60-69%

F = Below 60%

Grades are NOT negotiated or assigned based on students' personal circumstances (i.e., "Needing to have a certain grade for financial aid, graduation" or any other personal issue). You will receive the grade that you earn, based on your total points in the course. At the end of the semester, **do not make special requests regarding grade distributions.**

EXAMS: No make-ups will be given on unit exams with the exception of those required by university policy or an excused absence related to sickness, death, or other emergency or unavoidable circumstance. If you are absent for an exam for any reason other than one that is excused or required by university policy, then you can take the **OPTIONAL** cumulative final. The optional cumulative final will count twice to replace the exam you missed as a result of your unexcused absence.

You may also take the cumulative final to replace your lowest exam score. If your cumulative final exam score is your lowest exam score, then it will only count once toward your final grade.

HOMEWORK: Assignments will be submitted to Blackboard

TAX RETURN: During the semester, you will be given a hypothetical tax file that will require you to complete a Form 1040 with the required supplemental schedules/forms for a taxpayer(s). You will complete the return using the Intuit ProConnect Tax Online free software (see below). Additionally, you may use your textbook, the internet, university provided research databases, or any other reputable sources for tax research.

This is an individual project where you assume the role of a staff accountant and prepare the client's tax return. All submissions will be uploaded to drop boxes provided in Blackboard (see COURSE DUE DATES herein).

Failure to submit your client's tax return for either the initial review or the final submission, will result in a grade of zero on the project.

ProConnect is a completely free tax preparation program that is utilized by many small and mid-sized firms. The registration information, website link, and a how-to-video that walks you through the software are included in the Intuit ProConnect Workshop section of Blackboard. To register for a free ProConnect Tax Online account:

1. Go to <https://taxeducation.intuit.com/login/#/signin>.
2. Toward the bottom of the page, click on "create an account" and follow the instructions.
3. It is imperative that you go directly to <https://taxeducation.intuit.com/login/#/signin> to create your account. It is also very important that you return to this site each time you access (login) your account during the class. If you log in using your credentials on the regular website, it will switch your account to a full membership account, which will not allow you to create pdf files.
4. If you encounter any problems, please contact customer support at 1-800-200-7599.

TAX MEMO: You will be given a hypothetical tax research problem that surfaced while you were preparing a client's tax return. Your task is to research the issue and find a tax court opinion that resolves the issues using the university provided research database. The university provides you access to the following research database: Checkpoint Edge (formerly RIA Checkpoint & International Tax Library). To access the databases, use the URL <https://shsulibraryguides.org/busdb>. If you encounter a technical issue, you may contact Lisa Shen at lshen@shsu.edu.

Once you find the primary legal authority, you will prepare an internal workpaper memorandum documenting your position with respect to the tax issue presented. To complete the memorandum, you will use the Issue Rule Application Conclusion (IRAC) format commonly used for analyzing legal issues. An example that utilizes the correct format is included on Blackboard in the Tax Research Memorandum folder for your reference.

When completed, you will upload the memo to the drop box in the Tax Research Memorandum section of Blackboard.

The memo will be graded on objectivity, conciseness, clarity, and accuracy.

- Objectivity refers to presenting the information, analysis, and conclusions in a neutral and unbiased manner. It involves avoiding personal opinions and emotions. (25%)
- Concise writing expresses information in a clear and efficient manner. (Tip: To write in a concise manner, use the fewest words possible to convey the intended meaning.) (25%)
- Clarity refers to writing that makes information easy to understand. The message is clear and the main points are well organized. Use of proper grammar is a component of clarity. (25%)
- Accuracy for this assignment involves two parts. First, find and cite the tax court opinion or primary legal authority used to support your position. Second, provide the correct advice, regarding the client's issue, based on the tax court's opinion. If you do both, then you will receive full credit for accuracy. (25%)

UNIVERSITY POLICIES

You may find online a more detailed description of the following policies at:

<http://www.shsu.edu/syllabus/>.

Drop Date: Last Day to Drop with a "Q" grade for Fall Courses is Saturday, June 14, 2024.

RELIGIOUS HOLY DAYS:

Section 51.911(b) of the Texas Education Code requires that an institution of higher education excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence. University policy 861001 provides the procedures to be followed by the student and professor. A student desiring to absent himself/herself from a scheduled class in order to observe (a) religious holy day(s) shall present to each professor involved a written statement concerning the religious holy day(s). This request must be made in the first fifteen days of the semester or the first seven days of a summer session in which the absence(s) will occur. The professor will complete a form notifying the student of a reasonable timeframe in which the missed assignments and/or examinations are to be *completed*.

DISABLED STUDENT POLICY:

It is the policy of Sam Houston State University that no otherwise qualified disabled individual shall, solely by reason of his/her disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any academic, Student Life program, or activity. Disabled students may request academic assistance when needed from a Committee for Continuing Academic Assistance for Disabled Students by visiting the Director of the Counseling Center in the Lee Drain Building Annex, or by calling 936 294-1720.

ACADEMIC HONESTY POLICY:

"Students are expected to maintain complete honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action." Code of Student Conduct and Discipline, Section 5.3,

as printed in the Guidelines. **Translation: if you cheat, you FLUNK. No exceptions.**

USE OF CELLPHONES NOT PERMITTED:

During a test period: Any use of a telephone or any device that performs these functions is prohibited. Use of these devices during a test is considered de facto evidence of cheating and could result in a charge of academic dishonesty. See the University cell phone policy at http://www.shsu.edu/~vaf_www/aps/documents/100728.pdf.

Course schedule – ***For optimum results, read each chapter **before** viewing the class lecture videos ***

Week # - Start Date	Topic Covered	Due Dates
Week 1 - 5/30/24	Syllabus – Watch the video called “Syllabus”. Submit the 5 question quiz for 4 points (part of total homework grade).	Syllabus Quiz due 6/05/24 11:59 pm
Week 1 - 5/30/24	Chapter 3 – Tax Formula, Determination; Property Transactions	Ch. 3 HW due on 6/05/24 11:59 pm
Week 2 - 06/06/24	Chapter 4 - Gross Income: Concepts and Inclusions	Ch. 4 HW due on 6/12/24 11:59 pm
Week 3 - 6/13/24	Chapter 5 – Gross Income: Exclusions	Ch. 5 HW due on 6/19/24 11:59 pm
	Exam 1 – Chapters 3, 4 and 5	Exam 1 due on 6/21/24 8:00 pm
Week 4 – 6/20/24	Chapter 6 – Deductions and Losses: In General	Ch. 6 HW due on 6/26/24 11:59 pm
	Tax Research Memo Part 1 Due	Tax Memo Pt.1 due 6/28/24 11:59 pm
Week 5 – 6/27/24	Chapter 7 – Deductions and Losses: Business Expenses	Ch. 7 HW due on 7/3/24 11:59 pm
	Tax Return Part 1 Due	Tax Return Pt.1 due 7/5/24 11:59 pm
Week 6 – 7/4/24	Chapter 8 – Depreciation, Cost Recovery, Amortization	Ch. 8 HW due on 7/10/24 11:59 pm
	Exam 2 – Chapters 6, 7 and 8	Exam 2 due on 7/12/24 8:00 pm
	Tax Research Memo Part 2 Due	Tax Memo Pt.2 due 7/12/24 11:59 pm
Week 7 – 7/11/24	Chapter 9 – Deductions and Self-Employed Related Expenses	Ch. 9 HW due on 7/17/24
	Tax Return Part 2 Due	Tax Return Pt.2 due 7/19/24 11:59 pm
Week 8 – 7/18/24	Chapter 10 – Itemized Deductions	Ch. 10 HW due on 7/24/24 11:59 pm
	Exam 3 – Chapter 9 and 10	Exam 3 due on 7/26/24 8:00 pm