



**ACCT 340-01W – Federal Income Tax Accounting**  
COURSE SYLLABUS: Spring Semester – January 10 to May 10, 2024

### **INSTRUCTOR INFORMATION**

Instructor: Michael Opara DBA CPA  
Location: Online  
Office Hours: Virtual, and by Appointment  
Cell Phone: 469-200-9905 (Mon-Sat: 9am-9pm)  
University Email Address: Michael.opara@tamuc.edu  
Preferred Communication: Email, Text, Call (Response: ASAP or within 24 hours except Sundays)

### **D2L Access**

Recommendation: I suggest you use **Chrome** to access this course on MyLeo (D2L Brightspace). D2L is a Windows-based product. Safari, Firefox, Edge, Internet Explorer (IE) are not supported browsers. Sometimes D2L contents are not fully visible/accessible from browsers other than **Chrome**. If you are using a Mac iOS, you must download the **Chrome** app. However, the app does not guarantee full accessibility.

### **COURSE INFORMATION**

#### **Required Materials**

**Fundamentals of Taxation for Individuals: A Practical Approach (2022), Wiley Education, Gregory Carnes and Suzanne Youngberg.** Your Wiley course materials are populated inside MyLeo D2L and will be available to you when D2L opens for the semester.

Here is a link where you can also register and access the text/course materials in Wiley.  
<http://video.mhhe.com/watch/W34KDxbxJLWmvJa47BpvFKV?>

#### **Textbook Options**

Fundamentals of Taxation for Individuals 2022 - In addition to the hard copy text, there is a loose-leaf purchase option from *Wiley*. Exams are on Wiley/D2L, and open book, so the “flip-factor” you have with the print book might be helpful. Both the hard copy text and the Loose-leaf are available at the TAMUC Bookstore and from other book sellers.

## **Course Description**

This course provides a survey of federal income tax laws and regulations. The course emphasizes the impact of federal income tax on the individual taxpayer. Class lectures will focus on concepts, definitions, and uses/application of taxation/accounting terms and practices as they relate to US income tax, practices, legal issues and planning. Research and software tools may be used to solve practical tax problems and the completion of Income Tax Form 1040 with appropriate schedules.

## **Student Learning Outcomes**

After completing this course, a student should understand the following general topics and tax return preparation tasks:

1. Identify the obligations and liabilities of taxpayers and tax return preparers.
2. Calculate the elements of the income tax formula as applied to common personal and business transactions.
3. Identify and understand tax reduction or deferral planning opportunities available to taxpayers.
4. Compliance with Internal Revenue Service (IRS) reporting requirements.
5. Research, document, and communicate tax issues and resolution proposals with clients

## **Classroom and Online Policies**

1. It is expected that all members of the class will communicate with civility, act with respect for others, and demonstrate professionalism. Please avoid communication that might be categorized as profane or offensive.
2. Fair and ethical behavior: Please refrain from requesting special exceptions or that rules be "bent" for your situation. All students will be treated and graded with equality and fairness. The course grade will reflect only the points earned during the semester.
3. myLeo Online (D2L Brightspace) and email: This course, online or in a traditional face-to-face setting, has a myLeo Online presence. I will post announcements, assignments and resources to D2L and students are expected to check that area regularly. All grades will be posted to and updated in D2L. D2L is where you should check and review your grades for this class.

## **Student Responsibilities**

Learning is every student's responsibility. My role as a teacher is to facilitate your learning process. Each student is required to:

1. Read assigned material on schedule
2. Listen to the chapter lecture(s), which will be posted to D2L Content area
3. Complete homework on time
4. Prepare diligently for class, homework and examinations
5. Take examinations as scheduled
6. Respect the learning environment by being prepared
7. Observe classroom etiquette (i.e., be on time, talk when appropriate and not visiting or chatting with your neighbor, not be disruptive to others, be respectful)

## **Assessments**

Exam 1 (50 MCQs @ 2 points each – 180 mins)	100
Exam 2 (50 MCQs @ 2 points each – 180 mins)	100
Exam 3 (50 MCQs @ 2 points each – 180 mins)	100
Tax research project (Written)	50
Comprehensive Assignment	50
<b>Total</b>	<b>400</b>

Final grades in this course will be based on the following scale. No curve is planned.

A = 89.5%

B = 79.5%-89.4%

C = 69.5%-79.4%

D = 59.5%-69.4%

F = less than 59.5%

## **Drop/Withdrawal/Final Exam Information**

<http://www.tamuc.edu/admissions/registrar/academicCalendars/default.aspx>

A registrar calendar is posted on D2L in the Content area.

## **Examinations**

All exams will be taken on D2L/WileyPlus, at dates and times specified above. See the course calendar. [Plan your schedule to take the examinations.](#)

[Exams 1-3 are one attempt for 180 minutes; Exam 4 is one attempt for 120 minutes.](#)

Dates are on the course calendar and subject to change by the professor should the need arise. The professor will contact all enrolled students. Students will receive [advance notice of any change](#) of exam dates/times.

Changes to any schedule are posted in the “Announcements” section of D2L for this course. Check these announcements frequently.

[Make-up exams will be considered only under extenuating circumstances.](#) Work, personal travel, internet (see Technology policy) etc. are not extenuating circumstances. The following are considered extenuating circumstances:

[hospitalization, medical emergency, physical injury or death of an immediate family member.](#) You will be **required to provide** proof of the extenuating circumstance in

order to be approved for a make-up exam. Make-up exams will be scheduled within three days of approval.

## **Homework Makeups & Extra Credit**

There are no makeup exams, homework or tax projects. See above for specific requirements for extenuating circumstances. No curve or extra credit are planned.

## ACCT 340-01W COURSE OUTLINE / CALENDAR

Event	Date	Chapter/Activity	Homework
1	Jan 10	Chapter 2: Fundamentals of the Federal Income Tax System (LOs – All)	Chapter 2 MCQs
2	Jan 16	Chapter 3: Tax Authority, Compliance Rules, and Professional Responsibilities (LOs – All)	Chapter 3 MCQs
3	Jan 23	Chapter 4: Dependents and Filing Status (LOs – All)	Chapter 4 MCQs
4	Feb 1-3	Exam 1 in D2L – 100 Points (180 minutes)	Chapters 2&4
5	Feb 5	Chapter 5: Income Recognition Framework (LOs – 1-4)	Chapter 5 MCQs
6	Feb 12	Chapter 6: Income from Personal Activities (LOs – 1-4)	Chapter 6 MCQs
7	Feb 19	Chapter 7: Income from Services (LOs – 1-3 & 5)	Chapter 7 MCQs
8	Mar 1-3	Exam 2 in D2L – 100 Points (180 minutes)	Chapters 5-7
9	March 4	Chapter 8: Framework for Deductions (LOs – All)	Chapter 8 MCQs
10	March 18	Chapter 9: Deductions for AGI & Itemized Deductions (LOs – 1-6)	Chapter 9 MCQs
11	March 25	Chapter 10: Business Expenses (LOs – 1-5)	Chapter 10 MCQs
12	Apr 1-3	Exam 3 in D2L – 100 Points (180 minutes)	Chapters 8-10
13	April 4	Chapter 12: Taxation of Investment Income (LOs – 1-3)	Chapter 12 MCQs
14	April 10	Chapter 16: Personal Tax Credits (LOs – 1-4)	Chapter 16 MCQs
15	April 18	Tax Research Project due (50 points)  <b>Late submissions will NOT be accepted</b>	
16	April 28	Comprehensive Assignment due (50 points)  <b>Late submissions will NOT be accepted</b>	

**Note:** Tentative calendar above is subject to change. This syllabus is subject to change as needed to meet the objectives of the course or to aid in course administration at the discretion of the instructor.

**Tax Research Project:** The project involves research and writing assignment that will require you to undertake the research of an assigned client with a view to identifying the potential tax issues in play. Perform relevant tax research using authoritative US taxation literature and relevant tax codifications and propose possible resolution(s) of the tax issues for the client.

## COURSE REQUIREMENTS

### **Minimal Technical Skills Needed**

Using the learning management system, using Microsoft Word and PowerPoint, using presentation and graphics programs, etc.

### **Student Responsibilities or Tips for Success in the Course**

Regularly logging into the course website, amount of weekly study and participation time expected, etc. Be sure to “read” all chapters assigned and study them before attempting quizzes or exams. Outline the chapter or work some of the problems found at the end of each chapter.

## TECHNOLOGY REQUIREMENTS

### LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

## ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

## COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your Instructor.

### Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

## COURSE AND UNIVERSITY PROCEDURES/POLICIES

### **Course Specific Procedures/Policies**

See above.

### **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus/due dates will be announced on "[D2L Announcements](#)."

## University Specific Procedures

### **Student Conduct**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: [Netiquette](#)

<http://www.albion.com/netiquette/corerules.html>

### **TAMUC Attendance**

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

## **Dropping or Withdrawal**

“Students who wish to drop a course or withdraw from the university are responsible for initiating this action.” **Students are responsible for course dropping and withdrawals.** Faculty have the option of initiating a course drop for a student who has excessive absences, but no student should assume that the instructor is going to facilitate a drop. For date information use this link

<http://www.tamuc.edu/admissions/registrar/academicCalendars/default.aspx>

## **Incomplete in Course**

Students who, because of circumstances beyond their control, are unable to attend classes during or after review week, will, upon approval of the instructor, receive a mark of incomplete (I) in all courses in which they were maintaining passing grades. A grade of incomplete (I) will not be counted in the calculation of the grade point average for one semester. If the incomplete has not been removed at the end of one semester, it will automatically be changed to a grade of F. If a student feels that a grade is not correct, the matter should be discussed with the instructor. If the instructor finds the grade incorrect, the instructor must petition for a grade change by receiving approval from the department head and dean, with final approval from the Registrar’s Office.

## **Academic Integrity**

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

### Undergraduate Academic Dishonesty 13.99.99. R0.03

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

### Graduate Student Academic Dishonesty 13.99.99. R0.10

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf>

## **ADH Policy Form: Submit through D2L – Due Week 1**

All students must follow and conform to the University policy on Academic Dishonesty. A copy of this will be available in the myLeo D2L **Activities / Assignments**. All students are required to sign and return the form to the instructor via D2L. Failure to submit a signed Academic Dishonesty Policy form will result in a **50-point decrease** in the course grade.

## **CPA Exam Candidates - State of Texas**

Candidates who desire to sit for the CPA in Texas must meet the following educational criteria:

- 1) Have a bachelor's degree
- 2) Completed 150 semester hours of courses
- 3) Included in the 150 semester hours, 30 of upper level accounting courses

Syllabus and schedule are subject to change.

- 4) 3-semester credit hours of approved ethics  
(does not count toward upper level accounting courses)
  - 5) 2-semester credit hours of approved communication
  - 6) 2-semester credit hours of approved accounting research (ACCT 595)
- For more information visit Exam/Qualification on the State Board's website: <http://www.tsbpa.state.tx.us/>

## **ADA Statement**

### **Students with Disabilities**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

### **Office of Student Disability Resources and Services**

Texas A&M University-Commerce

Gee Library- Room 162

Phone (903) 886-5150 or (903) 886-5835. Fax (903) 468-8148

Email: [studentdisabilityservices@tamuc.edu](mailto:studentdisabilityservices@tamuc.edu)

Website: [Office of Student Disability Resources and Services](#)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

### **Nondiscrimination Notice**

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation since race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination because of sexual orientation, gender identity, or gender expression will be maintained.

## **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun.

Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903- 886-5868 or 9-1-1.

Syllabus and schedule are subject to change.

**AI use policy**

Texas A&M University-Commerce acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.

Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).

Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors' guidelines. If no instructions are provided, the student should assume that the use of such software is disallowed.

In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources.

***13.99.99.R0.03 Undergraduate Academic Dishonesty***

***13.99.99.R0.10 Graduate Student Academic Dishonesty***