



❖ Instructor's Information

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- Course Website <http://userhome.brooklyn.cuny.edu/bassell/teachingportfolio>
- Profile http://www.brooklyn.cuny.edu/pub/Faculty_Details5.jsp?faculty=379

❖ Course Overview

The focus of this **taxation** course is on the practical application of accounting and government regulations regarding the taxation of individuals. The federal tax process, procedures, accounting, and planning are explored. IRS Publication 17 will be an important resource for us.

❖ Course Objectives

The major learning objectives of this course are for students to:

- 1 Understand the differences between adjusted gross income and taxable income,
- 2 Comprehend the implications of inclusions and exclusions,
- 3 Know how to determine gross and taxable income,
- 4 Learn the tax implications for individuals with different filing statuses,
- 5 Understand the requirements for claiming a dependent, and
- 6 Attain IRS VITA Certification.

❖ Grade Components

Project: Prepare Tax Return	5%		
Exam 1 Chapter 3	25%	Module 1	February 23
Exam 2 Chapter 4 & 5	25%	Module 2	March 15
Exam 3 Chapter 6	25%	Module 3	March 29
Exam 4 Chapters 9 & 10	20%	Module 4	April 26

❖ Learning Outcomes

By the end of the semester, student enrolled in this course should be able to:

- 1 Evaluate the tax implications of different filing statuses,
- 2 Identify inclusions and exclusions,
- 3 Discuss how to determine gross and taxable income,
- 4 Explain a variety of itemized deductions and the criteria for claiming a dependent, and
- 5 Calculate the taxable income for individuals and prepare a 1040.

Week	Date	Due	Topics
1	Feb 2 Thurs	Reading	Chapter 1 Federal Tax Law
2	Feb 9 Thurs	Reading	Chapter 3 Tax Determination
3	Feb 16 Thurs	Reading, Quiz, Video Lecture	Chapter 4 Gross Income: Inclusions
4	Feb 23 Thurs	Exam 1 There are no makeup exams. The exam is 60 minutes	Chapter 3 Online 1:00pm – 11:00 pm If you miss the exam your grade in the course is an F.
5	Mar 1 Thurs	Reading, Quiz, Video Lecture	Chapter 5 Gross Income: Exclusions
6	Mar 8 Thurs	Reading, Quiz, Video Lecture	Chapter 6 Deductions
7	Mar 15 Thurs	Exam 2 There are no makeup exams. The exam is 60 minutes	Chapter 4 & 5 Online 1:00pm – 11:00 pm If you miss the exam your grade in the course is an F.
8	Mar 22 Thurs	Reading, Quiz, Video Lecture	Chapter 9 Deductions
9	Mar 29 Thurs	Exam 3 There are no makeup exams. The exam is 60 minutes	Chapter 6 Online 1:00pm – 11:00 pm If you miss the exam your grade in the course is an F.
10	April 5 Thurs	Reading, Quiz, Video Lecture	Chapters 10 Itemized Deductions
11	Apr 12 Thurs	xxxx	Spring Break
12	Apr 19 Thurs	xxxx	Bassell Student Appreciation Day :-)
13	Apr 26 Thurs	Exam 4 There are no makeup exams. The exam is 60 minutes	Chapters 9 & 10 Online 1:00pm – 11:00 pm If you miss the exam your grade in the course is an F.
14	May 3 Thurs	xxxx	Bassell Student Appreciation Day :-)
15	May 10 Thurs	Project: Prepare Tax Return	
16	May 17 Thurs	Project: Prepare Tax Return	
17	May 24 Thurs	Project: Prepare Tax Return	

***** This course does NOT replace ACCT 30 or 3101 or ACCT 31 or 4101.

❖ **Required Course Materials – 2 items**

- 1)** South-Western Federal Taxation 2012: 35th Edition: **Individual Income Taxes**

Visit <http://www.cengagebrain.com/shop/isbn/9781111825553>

On the right side of the page is Purchase Options

Hardcover Print is \$250, but scroll down and select **e chapters**

Click green **View** button

You can download each of the following e chapters for only \$10.49

Chapter	Topic
1 Free	Introduction to Taxation and Understanding the Federal Tax Law
3	Tax Determination
4	Gross Income: Concepts and Inclusions
5	Gross Income: Exclusions
6	Deductions and Losses: In General
9	Deductions: Employee and Self Employed
10	Deductions and Losses: Certain Itemized

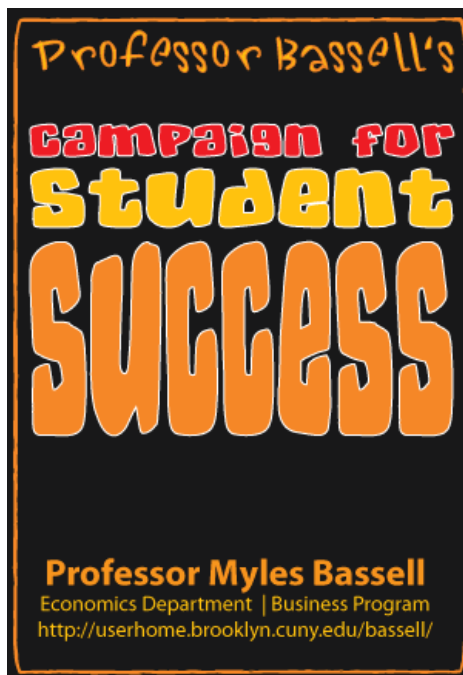
- 2)** **Please download from our course website a FREE copy of:**

IRS Publication 17 Your Federal Income Tax

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❖ My Mission

To help students achieve their educational and professional goals.



❖ My Goals For You

1. Increase Your general knowledge about the subject
2. Enhance Your ability to analyze and solve problems
3. Improve Your ability to use computers and the Internet
4. Expand Your ability to find and use information on your own
5. Develop Your ability to express your ideas
6. Fortify Your appreciation and sensitivity to ethical issues

❖ My Dozen Objectives

1. Distribute a written syllabus on or before the first day of class
2. Demonstrate my ability to organize materials for the class
3. Stimulate interest in the topic being studied
4. Generate effective class discussion
5. Communicate effectively and speak clearly
6. Encourage independent thinking and ethical behavior
7. Demonstrate openness to students' comments, questions, and viewpoints
8. Display an exceptional understanding of the course subject matter
9. Keep to the time and schedule requirements of the class
10. Provide students access to me outside of class and be available for Q&A
11. Clearly communicate course requirements and assignments
12. Promptly grade assignments

❖ Exams

Exam #	Location	Date of Exam	
1	BlackBoard	Feb 23 rd	Module 1: Chapter 3
2	BlackBoard	March 15 th	Module 2: Chapter 4 & 5
3	BlackBoard	March 29 th	Module 3: Chapter 6
4	BlackBoard	April 26 th	Module 4: Chapters 9 & 10

❖ You are required to take all exams. There are **NO** makeup exams allowed by the department.

**** If you do not take Exam 1 or 2 your score is a zero and your grade in the course is an F.

❖ Grading

Project: Prepare Tax Return		5%		
Exam 1	Chapter 3	25%	Module 1	February 23
Exam 2	Chapter 4 &	25%	Module 2	March 15
Exam 3	Chapter 6	25%	Module 3	March 29
Exam 4	Chapters 9 & 10	20%	Module 4	April 26

Not being able to get into Black Board **is not an excuse** for not completing assignments. The assignments for the entire semester are already posted and I encourage you to stay ahead of the schedule.

EXTRA CREDIT: There are no EXTRA Credit assignments.

Your exams and projects will be graded diligently. There is **NO curve** in grading exams. If your average is a 59 you earned an F. There are **NO extra credit** assignments. A **rigorous process** will be used to determine your final grade. If you get an A you should get satisfaction from knowing that you worked hard and earned that grade.

❖ Grading Criteria

A	92.5% +		C	72.5% to 77.49%
A-	90.0% to 92.49%		C-	70.0% to 72.49%
B+	87.5% to 89.99%		D+	67.5% to 69.99%
B	82.5% to 87.49%		D	62.5% to 67.49%
B-	80.0% to 82.49%		D-	60.0% to 62.49%
C+	77.5% to 79.99%		F	Below 60%

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❖ Academic Integrity

If an academic misconduct (for example: cheating on exams or papers, plagiarism...) occurs the instructor will impose the strongest sanctions that the University or College permits.

I encourage you to look at articles and/or resources from databases and/or on the Internet to find information regarding the case studies, discussion questions and/or other assignments. However, what you submit to me must be **your own work**. Direct quotations should be used very rarely and, when used, should be very short. You must **always indicate the sources used**. Students will not receive credit for answers on the different assignments that are mostly paraphrasing of other sources even if the sources are listed. Paraphrasing should be used very rarely and, when used, students must always indicate the sources used. There is no learning value for students to just quote and/or paraphrase parts of articles and/or resources found on the Internet or somewhere else.

If students use information from any source in an assignment and do not cite the source using quotation marks, this is plagiarism, which is a violation of academic integrity at Brooklyn College.

If I find evidence of plagiarism in an assignment, the student will receive a **score of zero** on this assignment. If I find again evidence of plagiarism in another assignment from the same student, this student will receive a **failing grade in the class**.

Furthermore, if a student plagiarizes and/or cheats I am required to report it to the Committee on Academic Integrity. This Committee may then decide to suspend or expel the student.

WARNING: The book is an important resource for this course and you must use it to answer the questions. The information needed to answer the questions is contained in the readings and should be the basis for your critical analysis. You are expected to draw conclusions and make recommendations based on the information in the case and the concepts explained in the chapters. Do NOT use other sources unless you properly cite them.

If you copy and paste information from the internet and/or do not cite your sources your grade on the assignment is a **zero**. That is cheating and plagiarism. If you plagiarize a second assignment your course grade is an **F**.

❖ Disability-Related Accommodations

In order to receive disability-related academic accommodations students must first be registered with the Center for Student Disability Services. Students who have a documented disability or suspect they may have a disability are invited to set up an appointment with the Director of the Center for Student Disability Services, Ms. Valerie Stewart-Lovell at 718-951-5538. If you have already registered with the Center for Student Disability Services please provide your professor with the course accommodation form and discuss your specific accommodation with him/her.

❖ Absence for Religious Reasons

You are not required to attend a class meeting if it interferes with your religious observance. However, being absent does not excuse you from submitting or completing any assignments that are due. The state law regarding non-attendance because of religious beliefs can be found in the Brooklyn College Bulletin. http://www.brooklyn.cuny.edu/pub/documents/grad_bulletin_11.pdf

❖ Important Dates on the College Calendar

- Friday, January 27 *First day of weekday classes*
- Thursday, February 9 *Last day to late-add a course with instructor and department approval*
- Monday, February 13 *Lincoln's Birthday Observed—College Closed*
- Thursday, February 16 *Last day to drop a course without a grade**
- Friday, February 17 *First day to apply for W grade**
- Monday, February 20 *Presidents' Day—College Closed*
- Tuesday, February 21 *Conversion Day: Classes follow a Monday schedule*
- Friday, April 6– Sunday, April 15 *Spring Recess*
- Thursday, April 19 *Last day to apply for withdrawal (i.e., W grade) from courses**
- Tuesday, May 15 *Last day of undergraduate classes*
- Thursday, May 17– Wednesday, May 23 *Graduate Last Classes or Final Examinations*
- Thursday, May 17– Thursday, May 24 *Undergraduate Final Examinations*
- Monday, May 28 *Memorial Day—College Closed*
- Wednesday, May 30 *Master's Commencement*
- Thursday, May 31 *Baccalaureate Commencement*

* When students **drop** a course, it will not appear on their transcript. When they **withdraw** from a course, however, a grade of W will appear on their transcript. A W grade does not count toward the GPA. A "W" grade carries a 100% financial liability.

Code of Conduct

This Code of Conduct highlights and supplements, but does not replace the Code of Conduct issued by Brooklyn College and/or The City University of New York (C.U.N.Y.). The goal of this code is to maximize the classroom experience for all. Your course grade is in part a function of your:

1. exam, project, and quiz results
2. level of participation
 - a. projecting a positive attitude
 - b. making intelligent and relevant remarks on discussion board
3. accurate completion and timely submission of assignments

There are other factors that can have a significant impact on your course grade and they include:

- Cheating / Plagiarism
 - **(phones, ipods, pda's, blackberry's, treo, and other devices are NOT allowed during any exam)**
- Disruptive Behavior
 - Rudeness
 - Disrespect
 - Lateness
 - Interrupting the lecture
- Frequent absence
- Signing the attendance sheet and leaving OR signing for someone else
- Failure to turn off electronic devices (cell, phones, pagers etc)

"The faculty and administration of Brooklyn College support **an environment free from cheating and plagiarism**. Each student is responsible for being aware of what constitutes cheating and plagiarism and for avoiding both. The complete text of the CUNY Academic Integrity Policy and the Brooklyn College procedure for implementing that policy can be found at this site: <http://www.brooklyn.cuny.edu/bc/policies>. If a faculty member suspects a violation of academic integrity and, upon investigation, confirms that violation, or if the student admits the violation, the faculty member **MUST** report the violation."

All students should read carefully and thoroughly the 2011-2012 Brooklyn College Bulletin, especially pp. 21-35 for a complete listing of academic regulations of the College.

http://www.brooklyn.cuny.edu/pub/documents/grad_bulletin_11.pdf

Penalties

Violation of this Code of Conduct and other rules of Brooklyn College and C.U.N.Y. can result in:

- Lowering your course grade one full letter per offense
- Receiving an F or failing grade for the course
- Being suspended or expelled from the college or university

❖ General

This is a 15 week course. I developed a roadmap that will enable us to successfully cover the course materials. Late assignments will not be accepted. If you do not complete an assignment your grade for that assignment is a zero. The due dates are set to help you manage the workload and be successful in the course. I will not issue an **INC grade** since I do not believe that is in your best interest. Campus wide it has been found that almost always the student does not complete the work required by the college's deadline and the computer automatically turns the INC into an F. If necessary you can drop the course with a W grade.

However, I designed the course to be meaningful, but also manageable. I know that many of you work, have families, and are taking other courses. I am very confident that you will be able to meet the course requirements. **You can do it! Yes you can!** [Let me know what I can do to help you be successful.](#)

❖ Exam

The exam contains 50 questions. You have 60 minutes to complete the exam.

The exam is available from 1pm to 11pm.

Once you start the exam you must finish the exam.

Only one question will be displayed at a time and there is no backtracking.

Once you advance to the next question you are not able to go back to the previous question.

After 60 minutes blackboard usually shuts down. However, do not go over the 60 minute time limit otherwise your grade will be reduced proportionately. Your exam is automatically flagged in my grade book if you exceed the time limit. I can also see if you went over the time limit by 10 seconds or 10 minutes.

*** Save each answer before you advance to the next question.

- If you do not take the exam your score is a zero.
- There are no makeup exams.
- You can take the exam only once.
- One question will be displayed at a time.
- There is no backtracking.
- Once you start the exam you must finish the exam.

** If your internet connection is lost you must come to campus to take a written exam with different questions than the online exam. Please make sure you have a secure connection. Taking the exam in the Brooklyn College internet cafe or library is probably ideal.

Everyone should get a 100 on the exam. You can do it! Yes you can

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This will be a fun semester ! I am looking forward to being your coach !

- Name: Prof. Myles Bassell
- Mobile: (615) 400 5390 (you can text or call)
- Email: mbassell@brooklyn.cuny.edu *** check YOUR email daily
- Instant Messenger Yahoo: professorbassell
- Virtual Office Hours: 24/7 Email / Instant Message / **Text Message** / Phone
- Course Website <http://userhome.brooklyn.cuny.edu/bassell/teachingportfolio>
- Profile http://www.brooklyn.cuny.edu/pub/Faculty_Details5.jsp?faculty=379



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