

The second semester of FSJ is **Financial Accounting**, which will focus on how a business records transactions, maintains financial records, and prepares financial statements. You will participate in hands-on projects to put accounting concepts into practice and develop computer skills in Microsoft Word, Excel, PowerPoint, and Publisher. Most of all, you will have fun while doing all of this!

*SUGGESTIONS: Stay organized, be productive, and keep deadlines in mind. Refer to these weekly sheets for your assignments and due dates; use the quarterly syllabus to plan further ahead. Tests and major projects should never be a surprise! Use our class website ([www.myfinanceclass.com](http://www.myfinanceclass.com)) as a resource at school and as a way to stay connected from home.*

**Monday, February 11****Day 106**

*Today's Topic: "Source Documents" and "Practice with Source Documents"*

Worksheet: "Source Documents"

Problem: "Wreckless Drivers"

Group Activity: "Crazy Pete's Restaurant" (using source documents)

**Tuesday, February 12****Day 107**

*Today's Topic: "Transactions on Account" and "Cash Controls: Checks and Petty Cash"*

*BPA Meeting*

Discuss: "AR and AP"

Problem: "I Spy, Private Eye"

Worksheet: "Check It #1: Writing Checks" and Check It #2: Completing a Checkbook Register"

Worksheet: "Journalizing Cash Transactions"

Problem: "Hair-Um Salon" (in pairs)

- Journalizing AR, AP, and Cash with Source Documents; Post to T-Accounts; Prepare Trial Balance

**Wednesday, February 13****Day 108**

*Today's Topic: "Practice Using Checks and Petty Cash"*

*Parent Conferences (4-7:30pm) / 8th Grade Family Night*

Problem: "Clean2U" (independently)

Worksheet: "Bank Reconciliations"

**Thursday, February 14****Day 109**

*Today's Topic: "Posting from a Journal to a Ledger"*

Discuss: "Using a Ledger" (instead of T-Accounts)

Problem: "Nikki Tikki Taxes"

Review Problem: "Jim's Back!"

**Friday, February 15****Day 110**

*Today's Topic: "Journal, Ledger, Trial Balance, Financial Statements"*

*Torch Awards Deadline / Pre-Submit Deadline for SLC*

Problem: "Disco Dave's"

Discuss: "Journal or Ledger?"

Discuss: "Correcting Errors"



Current Event (related to a business, finance, or entrepreneurship topic) – due Sunday by midnight.

**IMPORTANT**

**Torch Awards** deadline is THIS Friday, February 15. Everyone should earn at least their Executive Torch!

**BPA State Competitions** are 4 weeks away! If you're going, are you getting ready?



**EVERY student attending is responsible for completing at least 10 hours of prep time with me before SLC. This includes prep for competitions, open events, and interviews.**