**Weekly Schedule**

The weekly schedule will be the first item posted each week!

1) Read all course content information.

This information is critical to your success in this course and you will have a quiz!

2) Hwk Register **Due:**

3) Read lecture and explore the features of Cengage Now.

4) Bio DB **Due:**

5) Assign #1 **Due:**

6) Chapter 5 DB Due**:**

7) Assign #2 **Due:**

8) Quiz **Due: Sun**

Reading / Lecture:

**Read Chapter #5 pages 88-93**

**Lecture:** Each week I will post a lecture of the material. My lecture will summarize and/or add to what you are reading / learning. The lecture will also tell you the material in the chapter we will not cover and if you have any additional work.

**Lecture:** Internal Control

Remember from last quarter Internal Controls purpose is to enhance the reliability and accuracy of the financial records. This week we will discuss the components and limitations of good internal control. The book does a great job of laying out the framework – let’s use the case problem, discussion forum and homework to explore the topic further.

Homework Instructions:

**1) Hwk Register:** Sign up for Cengage Now and click on the assignment titled Register. This assignment will give you an overview of CengageNow. 2 extra credit points if completed on time.

**2) Bio DB:** Click on the discussion board: Biography and post a biography. In addition, please respond to one person’s post. My bio is already posted. I recommend you read the Discussion and e-mail policies BEFORE you post your Biography.

**3) Case: Lions and Tiger’s** – All Case Problems will be posted as a separate page. Most weeks the answers will all be posted via a Tegrity video on Tuesdays.

**4) Assign #1:** CengageNow

**5) DB 1:** You must have a MINIMUM of three posts. I expect a mix of original and response post.

Topic: Internal Control – you can discuss the case problem, homework, reading, or outside sources. There are some great articles on the internet.

I have posted some discussion starters for you in case your stuck.

**6) Assign 2:** CengageNow

**Bio DB:**

Teacher needs to post something here

**DB 1:**

Quiz One:

This Quiz will cover all the documents posted in the Course Content folder.

All quizzes and exams will be open Friday – Sunday (except the last week of the quarter.) You may take the quiz/exam on whatever day/time you chose. You MUST begin the exam by 8:30 on the due date.

All quizzes and/or test in Angel will require the use of lockdown browser. This tool can be downloaded with the start of the first quiz. If you lose this tool you can always re-download with the start of the exam.

**Quiz parameters:**

Time Limit: None (The exams will have a time limit.)

Number of attempts: 5 (Exams will only have one.)

Number of questions: 16 (1/2 pt each)

Question Format: Multiple Choices

***A couple of words of caution:***

1) You must complete the quiz once you begin.

2) Give yourself plenty of time.

3) Don’t procrastinate!