



Business Administration

Course Number:	TOUR 115
Course Title:	Accounting for Tourism
Credits:	3
Calendar Description:	The course introduces the role of financial and managerial accounting information in business and tourism. Topics include: financial statements, accrual accounting, fraud, inventory, budget analysis and planning, managerial accounting and inventory will be analyzed within the context of tourism businesses.
Semester and Year:	WINTER 2023
Prerequisite to:	TOUR 245, TOUR 250
Corequisite to:	TOUR 215
Final Exam:	Yes
Hours per week:	3
Graduation Requirement:	Tourism Management Diploma
Substitutable Courses:	No
Transfer Credit:	This course cannot be used for credit towards an Okanagan College Bachelor of Business Administration, Business Administration Diploma, Business Administration Certificate or Post Baccalaureate Diploma
Special Notes:	
Originally Developed:	2020
EDCO Approval:	November 2022
Chair's Approval:	<i>Devi Rubadeau</i>

Professors

Name	Phone number	Office	Email
Danielle Tighe <i>Course Captain</i>	Email	R: 108A	dtighe@okanagan.bc.ca

Learning Outcomes

Upon completion of this course students will be able to:

1. Analyze the effect of business transactions on the basic accounting equation.
2. Explain the components of financial statements
3. Describe the different inventory calculation methods in a tourism setting.
4. Explain managerial accounting in tourism.
5. Apply the cost-volume-profit framework to different management decisions
6. Identify how accounting can be used for organizational decision-making.
7. Explain how a budget can be used in a tourism setting.

Course Objectives

This course will cover the following content:

1. The role accounting plays in a tourism business and industry.
2. Financial statements utilized in the Tourism Industry, including balance sheet and income statement.
3. how costs affect financial results and decisions.
4. Financial information and variances applied for internal purposes
5. Accounting to be able to communicate effectively with professionals (CPA's, lawyers, bankers, et al.)

Evaluation Procedure

Project – Financial Statement Project	15%
Term Work	25%
Mid-term Exam	25%
Final Exam	35%
Total	100%

Notes

<p>Project – Financial Statement Project Students will individually complete a project worth 15% of their total grade.</p>
<p>Exams –1 Midterms & a Final The mid-term will cover chapters 1-7.</p> <p>The final exam will cover chapters 10,11, 13, 15, and 16. It could also have material covered in the first ½ of the course.</p> <p>Students are expected to write exams at the scheduled times and dates. Out-of-Time Exams will not be granted for vacations, trips or reasons other than those satisfying the criteria stated in the OC Policies for Examinations published in the OC Calendar. Medical certificate or other supporting documentation will be required for Out-of-Time Exams.</p>

Required Texts/Resources

Survey Of Accounting, 2nd Ed., Kimmel, Weygant. Published by Wiley.
A calculator will be necessary for most of the course. In certain chapters, a financial calculator (Texas Instruments BA II Plus recommended) will be useful, or PV tables can be used.

Course Schedule

Date		Topic	Textbook
2023 Week of		Monday January 9 th , First day of class Monday February 20 th , Statutory Holiday (no classes) February 21 st thru 24 th , Mid-semester study break (no classes) Friday April 7 th and Monday April 10 th , Statutory Holidays (no classes) Friday April 14 th , Last day of class	
Jan	9	Introduction, Ethics & Classified Balance Sheets	1 & 2
	16	Accounting Information System	3
	23	Accrual Concepts	4
	30	Fraud, Internal Control and Cash	5
Feb	6	Merchandising Operations & Multiple-Step Income Statement	6
	13	Reporting and Analyzing Inventory and Receivables	7
	20	<i>MID-SEMESTER BREAK</i>	<i>NO CLASSES</i>
	27	Review and MIDTERM	Review & MT
Mar	6	Financial Analysis	10
	13	Managerial Accounting	11
	20	Cost-Volume-Profit	13
	27	Budgetary Planning	15
Apr	3	Budgetary Control and Responsibility Accounting	16
	10	<i>No Class April 10 (Statutory Holiday)</i> April 12 Last Day of Class	Review
	17-27	FINAL EXAM PERIOD	

SKILLS ACROSS THE BUSINESS CURRICULUM

The Okanagan School of Business promotes core skills across the curriculum. These skills include reading, written and oral communications, computers, small business, and academic standards of ethics, honesty and integrity.

STUDENT CONDUCT AND ACADEMIC HONESTY

What is the Disruption of Instructional Activities?

At Okanagan College (OC), disruption of instructional activities includes student “conduct which interferes with examinations, lectures, seminars, tutorials, group meetings, other related activities, and with students using the study facilities of OC”, as well as conduct that leads to property damage, assault, discrimination, harassment and fraud. Penalties for disruption of instructional activities include a range of sanctions from a warning and/or a failing grade on an assignment, examination or course to suspension from OC.

What is Cheating?

“Cheating includes but is not limited to dishonest or attempted dishonest conduct during tests or examinations in which the use is made of books, notes, diagrams or other aids excluding those authorized by the examiner. It includes communicating with others for the purpose of obtaining information, copying from the work of others and purposely exposing or conveying information to other students who are taking the test or examination.”

Students must submit independently written work. Students may not write joint or collaborative assignments with other students unless the instructor approves it in advance as a group/team project. Students who share their work with other students are equally involved in cheating.

What is Plagiarism?

Plagiarism is defined as “the presentation of another person’s work or ideas without proper or complete acknowledgement.” It is the serious academic offence of reproducing someone else’s work, including words, ideas and media, without permission for course credit towards a certificate, diploma, degree and/or professional designation. The defining characteristic is that the work is not yours.

“Intentional plagiarism is the deliberate presentation of another’s work or ideas as one’s own.” Intentional plagiarism can be a copy of material from a journal article, a book chapter, data from the Internet, another student, work submitted for credit in another course or from other sources.

“Unintentional plagiarism is the inadvertent presentation of another’s work or ideas without proper acknowledgement because of poor or inadequate practices. Unintentional plagiarism is a failure of scholarship; intentional plagiarism is an act of deceit.”

What are the Students’ Responsibilities to Avoid Plagiarism?

Students have a responsibility to read the OC Plagiarism Policy and Procedures outlined in the OC calendar, which is available in online format www.okanagan.bc.ca. Students must acknowledge the sources of information used on all their assignments. This usually involves putting the authors’ name and the year of publication in parentheses after the sentence in which you used the material, then at the end of your paper, writing out the complete references in a Reference section.

“Students are responsible for learning and applying the proper scholarly practices for acknowledging the work and ideas of others. Students who are unsure of what constitutes plagiarism should refer to the UBC publication “*Plagiarism Avoided; Taking Responsibility for your Work*”. This guide is available in OC bookstores and libraries.

Students are expected to understand research and writing techniques and documentation styles. The Okanagan School of Business requires the use of the APA or MLA style, but suggests that students cite references using the APA guidelines (see Publication Manual of the American Psychological Association, 7th edition (2019)). A copy of the APA manual is available in the reference section and also available for circulation from OC libraries. The library website has access to these two major citing styles.

What are the Penalties for Plagiarism and Cheating?

The Okanagan School of Business does not tolerate plagiarism or cheating. All professors actively check for plagiarism and cheating and the Okanagan School of Business subscribes to an electronic plagiarism detection service. All incidents of plagiarism or cheating are reported and result in a formal letter of reprimand outlining the nature of the infraction, the evidence and the penalty. The Dean of the Okanagan School of Business and the Registrar record and monitor all instances of plagiarism and cheating. Penalties for plagiarism and cheating reflect the seriousness and circumstances of the offence and the range of penalties includes suspension from OC.