

Principles of Federal Taxation I

ACC 261 01YA (71344)

15-Week Course

Meeting Days and Time: Tuesday at 6:30pm – 8:30pm

Meeting Location: ZOOM Meeting (Link provided on Canvas)

Instructor Information

Pamela H Parker

phparker@nvcc.edu (preferred method of contact)

Student Engagement (Office) Hour Information	
In Person Hours	Virtual Hours
Tuesday and Thursday: 8:30-9:30am; 12:30-2:00pm	Wednesday: 1:00-6:00pm
Office Location: AL Campus, Bisdorf 352	Zoom Link provided through Calendly
To schedule a meeting in person or via zoom during office hours:	Use this link to schedule appointment: https://calendly.com/phparker

Course Information

ACC 261 Principles of Federal Taxation I

Pre-requisite: None

Required Text/Materials:

Required Text/Materials: McGraw-Hill's Taxation of Individuals and Business Entities 2025 Edition – Connect; By Spilker, Brian C.

All Access is used in this course. You will have access to a digital textbook and the Connect System. We will discuss access on the first day of class.

Course Description

Presents the study of federal taxation as it relates to individuals and related tax entities. Includes tax planning, compliance and reporting. We will explore these concepts through lecture, problem-solving, class discussions, and both in-class and outside of class activities.

Course Objectives

Upon completion of this course, the student will be able to:

- understand current tax laws and concepts and apply them to actual situations affecting individuals
- calculate taxable income and tax liability for individual taxpayers, with and without the actual Internal Revenue Service forms
- follow instructions and prepare commonly used IRS forms and schedules for individual taxpayers
- minimize personal income taxes through application of concepts of tax planning
- identify sources of current information on tax matters
- keep the necessary financial data to prepare tax returns and do tax planning
- answer CPA exam questions related to individual Federal Income Taxation

Course Expectations

You can expect me to:

- Provide knowledge of the concepts and principles through lecture and real-world examples
- Answer questions that you have both in class and outside of class
- Answer emails in a timely manner
- Provide clear guidance and expectations on assignments and activities
- Help you to be successful both in class and in your future career goals

I can expect you to:

- Read the chapter material prior to the chapter lecture
- Practice the concepts covered in class on your own
- Ask for help when it is needed
- Be on time and participate in the course meetings
- Turn your assignments in by the due date listed on Canvas

Course Policies

Attendance and Tardiness: All students are expected to be present and on time at all scheduled class meetings. Failure to do so could have an adverse effect on the student's course grade. Attendance will be taken at the beginning of the class meeting. Any class material and/or assignments missed are the responsibility of the student. Excessive

absences, as defined in the college catalog, could result in the student receiving the grade of “F” in the course.

Late Assignment: Late work will NOT be accepted. You are given ample time to complete your assignments and it is the student's responsibility to complete the required assignments in a timely manner. Announced tests may only be made up due to the following reasons: illness of the student, death in the student’s immediate family, required court appearance, required military duty, or participation in a college-sponsored activity. All of these reasons must be verified with documentation. The student is to inform the professor of such matters in advance of the missed class period and make appropriate arrangements. **NO make-up will be allowed on any test unless permission is granted by the professor prior to the graded event.**

Incomplete Grade Policy: The incomplete grade is used for verifiable unavoidable reasons. If you have made significant progress in your course, your end date is near, and you have reasons that can be documented as unavoidable, you may request a grade of incomplete. To request a grade of incomplete for this course, you must:

- Have satisfactorily completed 60% or more of the assignments (per VCCS policy)
- Explain you extenuating circumstances in writing
- Provide a plan for completing the remaining assignments in writing (all work must be completed by the end of the subsequent semester)
- The time you have to complete the course must be agreed upon with your instructor, but will be no more than one additional semester.

Academic Honesty/Plagiarism: NOVA does not tolerate academic dishonesty. As outlined in more detail in the Student Handbook, academic dishonesty can include, but is not limited to, cheating on an exam or quiz and submitting work that is not your own (plagiarism). Because faculty members share a responsibility for a student’s education and the value of a NOVA degree, they seek to prevent unethical behavior and, when necessary, respond to infringements of academic integrity. Penalties can include a failing grade on an assignment, a failing grade in the course, suspension, or expulsion from the college. Procedures for disciplinary measures and appeals are outlined in the NOVA Student Handbook and the Academic Integrity Policy.

Assignments and Activities

- **Connect Assignments:** Homework, Practice assignments and Quizzes will be assigned through Canvas on Connect. You will have unlimited attempts until the due date and a check my work button on these assignments.

- **Class Discussion:** In class you will be expected to be a part of the discussion and ask questions as needed for your own personal understanding. This is not a graded assignment but will be used to help the professor gauge your understanding of the concepts presented.
- **Exams:** there will be 4 exams throughout the semester which may consist of both multiple choice questions and problems.
- **Attendance/Participation:** this grade is made up of attending class and participating in class activities.

Grading

Grades are a measure of the student's academic achievement. This is represented by the understanding and application of the topic and concepts covered by the assignment/activity. All graded assignments will have clear expectations set forth by the instructor and documented on Canvas.

Final Grades will NOT be rounded and the grading scale below will be used to assign final grades for this course.

Item	Points	Grading Scale
Attendance/Participation	45	A = 900 – 1000 points
Homework Assignments	260	B = 800 – 899 points
Tax Return Project	100	C = 700 – 799 points
Prepare/Practice Assignments	195	D = 600 – 699 points
Exams (4)	400	F = 0 – 599 points
Total Points	1000 points	

Communication Policy:

Contact by Email: Email is my preferred method of communication. I will answer emails within 24 hours excluding weekends or holidays. When emailing please include your name, class, and section. Also be very specific with your questions. Indicate the chapter, assignment, etc. this will help me answer your questions more efficiently.

Contact by Phone: I am only in the office on campus on Tuesday and Thursday afternoon with access to the phone number listed on the syllabus. You will get a quicker response through email.

NOVA Policies:

Please review the College Policies under the NOVA Policies tab on Canvas

Topic	Meeting Date
Introduction/Overview of the Semester	Jan 20
Chapter 1 & 2	Jan 27
Chapter 3	Feb 3
Chapter 4	Feb 10
Chapter 5; Exam Ch 1-4 and Assignments Due	Feb 17
Chapter 6	Feb 24
Chapter 7	Mar 3
Chapter 8	Mar 10
Spring Break No Classes	March 16-22
Chapter 9; Exam Ch 5-8 Assignments Due	Mar 24
Chapter 10	Mar 31
Chapter 11	Apr 7
Chapter 12; Exam Ch 9- Assignments Due; Project Due	Apr 14
Chapter 13	Apr 21
Chapter 14	Apr 28
Exam Ch 12-14 Assignments Due	May 5