



COURSE TITLE: Com. 314
COURSE NUMBER: 10109
SEMESTER: Winter 2016

INSTRUCTOR: Mike Cuthbertson
E-MAIL: Mike.Cuthbertson@unbc.ca
OFFICE LOCATION: 10-4566
OFFICE HOURS: Mon 9-130 Wed 9-3 Fri 9-1:30

TELEPHONE NUMBER: 960-6497

CLASS TIME: 230-350 Tuesday, Thursday
CLASS LOCATION: 5-157
WEBSITE: OS

Information regarding the School of Business at UNBC can be found at: <http://www.unbc.ca/business>

REQUIRED TEXTS: Byrd & Chen Canadian Tax Principals 2015-2016

COURSE ASSIGNMENTS AND GRADE WEIGHTING

Assignment	Due Date	Grade Weight
Midterm 1/2	See below	20/20
Final	TBA	50%
Other	TBA	10%

ASSIGNMENT DESCRIPTION:

Exam1 Ch 12,13,14
 Exam2 Ch ,15,16,17
 Final-cumulative

COURSE SCHEDULE:

	M	T	W	TH	F
January		5 intro	6	7 ch12	8
	11	12 ch12	13	14 ch12	15
	18	19 ch13	20	21 ch13	22
	25	26 ch13	27	28 ch14	29

February	1	2	3	4	5
		ch14		Exam1	
	8	9	10	11	12
	Family Day	*****READING BREAK*****			
	15	16	17	18	19
		Ch15		Ch15	
	22	23	24	25	26
		Ch15		Ch16	
	29				

March		1	2	3	4
		Ch16		Ch17	
	7	8	9	10	11
		Ch17		Review	
	14	15	16	17	18
		Exam2		Ch18	
	21	22	23	24	25
		Ch18		Ch19	Good Friday
	28	29	30	31	
	Easter Monday	Ch19		Ch20	

April					1
	4	5	6	7	8
		Ch20		Review	
	11		13	14	15
			*****EXAMS*****		
	18	19	20	21	22
			*****EXAMS*****		
				23	

Grading System: Grading System (see Page 107 Academic Calendar)

<u>Excellent</u>	A+	=	90-100
	A	=	85-89.9
	A-	=	80-84.9
<u>Good</u>	B+	=	77-79.9
	B	=	73-76.9
	B-	=	70-72.9
<u>Satisfactory</u>	C+	=	67-69.9
	C	=	63-66.9
<u>Marginal</u>	C-	=	60-62.9
	D+	=	57-59.9
	D	=	53-56.9
	D-	=	50-52.9

Failure:

F = 0-49.9

Plagiarism and Academic Misconduct

It is the student's responsibility to be aware of UNBC's Academic regulations, policies and procedures as described in the University calendar.

A definition of academic misconduct includes:

Cheating (using unauthorized material, information, or study aids in academic exercise), plagiarism, falsification of records, unauthorized possession of examinations, intimidation and any and all other actions that may improperly affect the evaluation of a student's academic performance or achievement, assisting others in any act, submission of the same work for grades in two courses without permission of the instructor or attempts to engage in such acts.

The regulations on plagiarism apply to all material submitted for a grade: essays, exams, assignments, cases, presentations, quizzes, and practice sets. Any case of suspected academic misconduct will be reported to the campus registrar. If the student is found guilty of academic misconduct there are both grade penalties and disciplinary penalties. Before there is any intention (on your part) or suspicion (on the part of your instructor or your peers) of wrongdoing, please see the instructor to discuss any problems of this nature. If your paper closely resembles a paper from this class or any other class (either written by you or another student, in this semester or any other), this will be considered an infraction of the academic misconduct code.

Ethical Standards

The following behaviors are considered unethical:

1. Telling the instructor that you "need" a certain grade
2. Asking for extra assignments for the purpose of raising a grade
3. Asking that the grade be raised because it is very close to the next higher grade
4. Asking that the grade be raised because you did very well on one part of the course or grading scheme
5. Asking for a higher grade because you don't like the grading scheme
6. Asking to be allowed to turn in an assignment late - even a few minutes late - because of computer or printer problems or any other reason
7. Asking to be treated better than other students by making an exception to the rules
8. Asking for any other unfair advantage in grading.

Disability Services

If there are students in this course who, because of a disability, may have a need for special academic accommodations please feel free to meet with me to review your specific needs or contact Disability Services located in the Teaching and Learning Centre, Room 1048.

Exams

Please see the calendar regarding the details.

Respect

Please demonstrate respect to your fellow students who express their thoughts and explore new ideas in the course.

Academic Advising

For academic advising please contact Amelia Kaiser, office 7-714, by e-mail: kaiser@unbc.ca or phone to 960-6494

