**Capital University of Economics and Business**

**Overseas Chinese College**

**Course Syllabus**

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| **Year and Semester** | 20XX Spring/Fall | |
| **Course Name** |  | |
| **Course Code** |  | |
| **Course Type** | 🞏 General Education (Required) 🗹 General Education (Elective)  🞏 Professional Course (Required) 🞏 Professional Course (Elective)  🞏 Basic Disciplinary Course | |
| **Course Credits** |  | |
| **Course Hours** |  | |
| **Prerequisites** |  | |
| **Instructor** |  | |
| **Contact Information** | Office: | |
|  | Tele: | |
|  | Email: | |
| **Office Hour** |  | |
| **Learning Centre** |  | |
| **Grade/Section** |  | |
| **Course Time/Place** |  | |
| **Textbook** | | |
| ***Example*** John J.Wild, Ken W.Shaw, Barbara Chiappetta. *Fundamental Accounting Principles,* *21st Edition.* China Renming University Press, Beijing, ISBN 978-7-300-18314-5. | | |
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| **Reference Book** | | |
| ***Example*** Jamie Pratt. *Financial Accounting in an Economic Context,* *9th Edition.* Wiley Press, ISBN 978-1-118-58255-8. | | |
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| **Course Description** | | |
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| **Student Learning Objectives** | | |
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| **Website Source** | | |
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| **Teaching Methods** | | |
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| **Grade Criterion**  *Example* | | |
| |  |  |  | | --- | --- | --- | | **Component** | **Weight** | **Description** | | Final Exam | 20% |  | | Mid-Term Test | 20% |  | | Homework | 15% |  | | Quizzes | 15% |  | | Presentation | 10% |  | | Participation | 10% |  | | Attendance | 10% |  | | **Total** | 100% |  | | | |
|  | | |
| **Detailed Grade Computation** | | |
| |  |  |  | | --- | --- | --- | |  | **Before Midterm** | **After Midterm** | | Attendance | 5% | 5% | | Participation | 5% | 5% | | Homework | 5% | 10% | | Quizzes | 5% | 10% | | Presentation |  | 10% | | Midterm test | 20% |  | | Final exam |  | 20% | | Total | 40% | 60% | | | |
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| **Grading Policy** | | |
| A+ 97-100 A 93-96 A- 90–92 B+ 87-89 B 83-86 B- 80–82  C+ 75-79 C 70-74 C- 67–69 D+ 63–66 D 62-60 F 0- 59 | | |
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| **Exam Schedule** | | |
| Midterm Test:;  Final Exam: | | |
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| **Assessment of Student Performance** | | |
| ***☞ Self-Study and Reading ability Practice***  ***☞ Homework***  ***☞ Attendance***  ***☞ Participation***  ***☞ Textbook*** | | |
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| **Topical Course Outline** | | |
| |  |  |  |  | | --- | --- | --- | --- | | **Week** | **Date** | **Topics** | **Homework** | |  |  |  |  | |  |  |  | |  |  |  |  | |  |  |  | |  |  |  |  | |  |  |  | |  |  |  |  | |  |  |  | |  |  |  |  | |  |  |  | |  |  |  |  | |  |  |  | |  |  |  |  | |  |  |  | |  |  |  |  | |  |  |  | |  |  |  |  | |  |  |  | |  |  |  |  | |  |  |  | |  |  |  |  | |  |  |  | |  |  |  |  | |  |  |  | |  |  |  |  | |  |  |  | |  |  |  |  | |  |  |  | |  |  |  |  | |  |  |  | | |
| ***Note:*** | | |
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| **Teacher’s Office Hour** | | |
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| **Cheating and Plagiarism** | | |
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| **Important Dates** | | |
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| ***Note:*** *This syllabus is tentative and may be changed or modified throughout the semester. All students will be notified and a new syllabus will be given.* | | |
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| **Instructor: Department Head:** | | |

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