Professors

Notes

Term Work
Students will use Profile software to complete four tax returns. Students will be required to hand in assigned problems. Both must be completed in a timely manner. The professor will advise you as to the due dates for these assignments.
Use of Moodle in this Course
We will be using the Moodle site in this course. It is used for posting course notes, assignment solutions, and emailing the professor. Students are expected to access the website for course notes - printed and read prior to coming to class. There is no time in class for copying down class material.
Assignments
Required reading is listed in this outline. Students are expected to keep a copy of the outline in a safe place and to refer to it throughout the semester.
Students are expected to read the required readings BEFORE each lecture.
Term work that is not submitted by the posted due date will be assigned a mark of zero, unless a medical certificate is filed with the professor.

Allowable Supplementary Material

Students will be allowed supplementary material, a fact sheet, for mid-term and final exams. The fact sheet can be written or word-processed on 8.5 x 11 paper only, either one double sided or two single sided pages.

No fold-outs or attachments to the fact sheet will be allowed. Students are expected to prepare their own fact

SKILLS ACROSS THE BUSINESS CURRICULUM

The Okanagan School of Business promotes core skills across the curriculum. These skills include reading, written and oral