

**College of San Mateo**  
**Official Course Outline**

1. **COURSE ID:** ACTG 262    **TITLE:** Depreciation, Business & Repair Expenses  
**Units:** 0.5 units    **Hours/Semester:** 8.0-9.0 Lecture hours; and 16.0-18.0 Homework hours  
**Method of Grading:** Pass/No Pass Only
2. **COURSE DESIGNATION:**  
**Degree Credit**  
**Transfer credit:** CSU
3. **COURSE DESCRIPTIONS:**  
**Catalog Description:**  
Introduction to the methods used to depreciate business assets, including Class Life, MACRS, Section 179, AMT adjustments, and California conformity/nonconformity. Understand ordinary and necessary business expenses and current requirements in final repair regulations. [CPE Hours: CPA, EA 8; CTEC (6 Fed), (2 CA)].
4. **STUDENT LEARNING OUTCOME(S) (SLO'S):**  
Upon successful completion of this course, a student will meet the following outcomes:
  1. Discuss the terminology, concepts, principles, and ethics used to apply the rules of taxation for depreciation, business & repair expenses.
  2. Using the proper formats, perform the calculations and explain the steps to apply the rules of taxation for depreciation, business & repair expenses.
5. **SPECIFIC INSTRUCTIONAL OBJECTIVES:**  
Upon successful completion of this course, a student will be able to:
  1. Terminology: Define commonly used terminology
  2. Apply rules: Apply the rules of taxation issued by authoritative governmental entities
  3. Prepare tax forms: Prepare commonly required tax forms
  4. Ethics: Identify and analyze ethical standards issued by professional organizations
6. **COURSE CONTENT:**  
**Lecture Content:**
  1. History of Depreciation, Business & Repair expenses
  2. Current Federal and/or California regulations related to Depreciation, Business & Repair expenses
  3. Completion of Federal and California tax forms related to Depreciation, Business & Repair expenses
  4. Legal liabilities related to Depreciation, Business & Repair expenses
  5. Ethical responsibilities related to Depreciation, Business & Repair expenses
  6. Documentation required related to Depreciation, Business & Repair expenses
  7. Expected future developments related to Depreciation, Business & Repair expenses
7. **REPRESENTATIVE METHODS OF INSTRUCTION:**  
Typical methods of instruction may include:
  - A. Other (Specify): • Lecture/discussion of major aspects of Depreciation, Business & Repair expenses. • Weekly readings on Depreciation, Business & Repair expenses. • Weekly workbook assignments and exercises in which students apply tax knowledge. • Preparation of related tax returns.
8. **REPRESENTATIVE ASSIGNMENTS**  
Representative assignments in this course may include, but are not limited to the following:  
**Writing Assignments:**  
Completion of required tax forms in class based on cases.  
**Reading Assignments:**  
Readings on tax regulations and accounting practices applicable to tax compliance.
9. **REPRESENTATIVE METHODS OF EVALUATION**  
Representative methods of evaluation may include:
  - A. Exams/Tests
  - B. Quizzes

- C. • Quizzes on tax regulations and their applications to tax returns. • Graded exercises on the preparation of tax returns, applying concepts to best advantage to reduce overall tax liability. • Final examination on tax regulations and their application to Depreciation Basics.

10. **REPRESENTATIVE TEXT(S):**

Other:

- A. Current IRS publications and current professional literature

**Origination Date:** March 2022

**Curriculum Committee Approval Date:** March 2022

**Effective Term:** Fall 2022

**Course Originator:** Rosemary Nurre