

# North Hennepin Community College

## ACCT 2250: Small Business Payroll

### A. COURSE DESCRIPTION

Credits: 2

Lecture Hours/Week: \*.\*

Lab Hours/Week: \*.\*

OJT Hours/Week: \*.\*

Prerequisites:

This course requires the following prerequisite

ACCT 2111 - Financial Accounting

Corequisites: None

MnTC Goals: None

Students taking this course will prepare and analyze payroll transactions, federal/state payroll tax reports.

Prerequisite: Acct 2111

**B. COURSE EFFECTIVE DATES:** 01/19/2000 - Present

### C. OUTLINE OF MAJOR CONTENT AREAS

1. This course covers various aspects of payroll including:

Entering payroll data into a computerized payroll system

2. Preparation of federal and Minnesota monthly, quarterly and yearly payroll reports

3. Rules and regulations enacted by state and federal government

4. Discussions and presentations on current issues in the payroll area

### D. LEARNING OUTCOMES (General)

1. Demonstrate knowledge of payroll processing and reporting. (NHCC ELO 1)

2. Analyze data and apply basic concepts to real life payroll questions and problems. (NHCC ELOs 2, 3, 4)

### E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

None

### F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus

## **G. SPECIAL INFORMATION**

1. Knowledge of Human Cultures and the Physical and Natural World --Through study in the sciences, mathematics, social sciences, humanities, histories, languages, the arts, technology and professions.
2. Intellectual and Practical Skills Including: Inquiry and analysis; Critical and creative thinking; Written and oral communication; Quantitative literacy; Information literacy; Teamwork and problem solving.
3. Personal and Social Responsibility and Engagement Including: Civic knowledge and involvement campus, local and global; Intercultural knowledge and competence; Ethical reasoning and action; Foundations and skills for lifelong learning .
4. Integrative and Applied Learning Including: Synthesis and advanced accomplishment across general education, liberal studies, specialized studies and activities in the broader campus community