



教育部高校工商管理类教学指导委员会双语教学推荐教材

工商管理经典教材·会计与财务系列

BUSINESS ADMINISTRATION CLASSICS

会计学

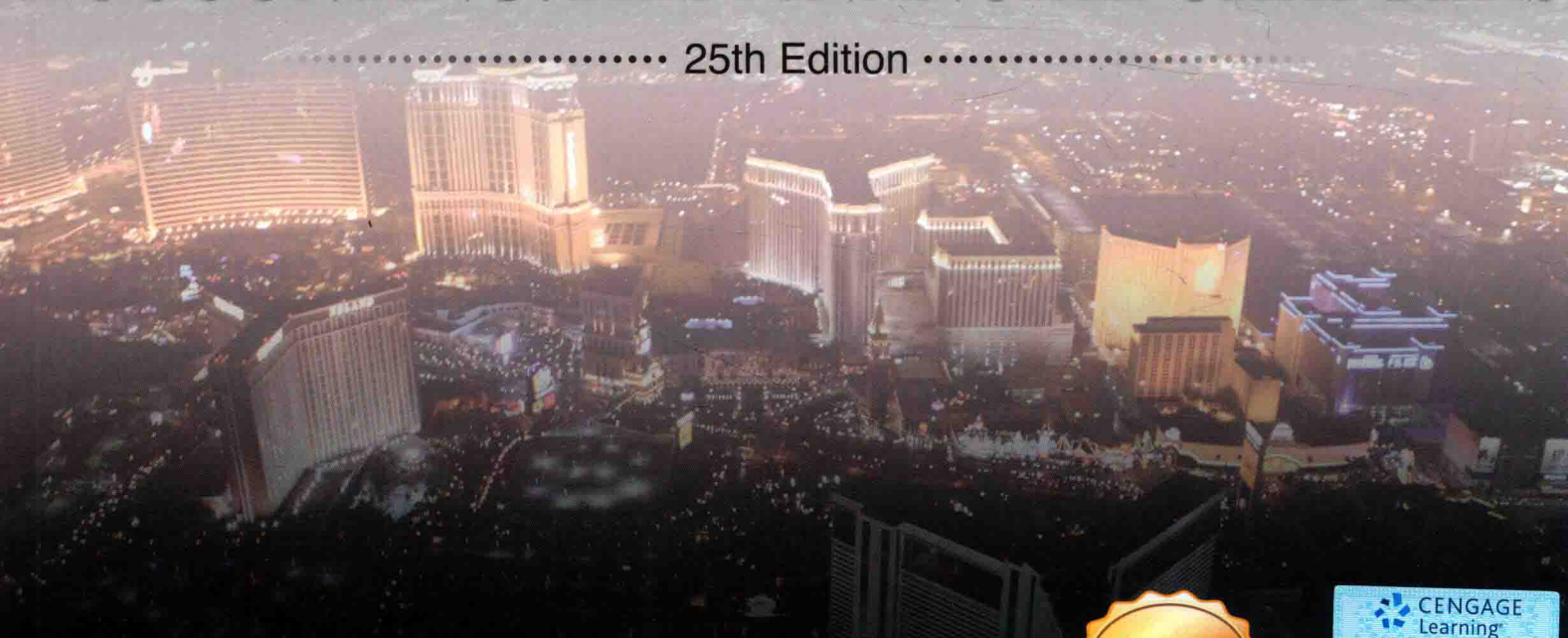
财务会计分册

英文版·第25版

卡尔·沃伦 (Carl S. Warren)
詹姆斯·里夫 (James M. Reeve) 著
乔纳森·杜哈奇 (Jonathan E. Duchac)
陈宋生 曹圆圆 改编

ACCOUNTING: THE FINANCIAL CHAPTERS

..... 25th Edition



 中国人民大学出版社



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总 序

随着我国加入 WTO,越来越多的国内企业参与到国际竞争中来,用国际上通用的语言思考、工作、交流的能力也越来越受到重视。这样一种能力也成为我国各类人才参与竞争的一种有效工具。国家教育机构、各类院校以及一些主要的教材出版单位一直在思考,如何顺应这一发展潮流,推动各层次人员通过学习来获取这种能力。双语教学就是这种背景下的一种尝试。

双语教学在我国主要指汉语和国际通用的英语教学。事实上,双语教学在我国教育界已经不是一个陌生的词汇了,以双语教学为主的科研课题也已列入国家“十五”规划的重点课题。但从另一方面来看,双语教学从其诞生的那天起就被包围在人们的赞成与反对声中。如今,依然是有人赞成有人反对,但不论是赞成居多还是反对占上,双语教学的规模 and 影响都在原有的基础上不断扩大,且呈大发展之势。一些率先进行双语教学的院校在实践中积累了经验,不断加以改进;一些待进入者也在模仿中学习,并静待时机成熟时加入这一行列。由于我国长期缺乏讲第二语言(包括英语)的环境,开展双语教学面临特殊的困难,因此,选用合适的教材就成为双语教学成功与否的一个重要问题。我们认为,双语教学从一开始就应该使用原版的各类学科的教材,而不是由本土教师自编的教材,从而可以避免中国式英语问题,保证语言的原汁原味。各院校除应执行国家颁布的教学大纲和课程标准外,还应根据双语教学的特点和需要,适当调整教学课时的设置,合理选择优秀的、合适的双语教材。

顺应这样一种大的教育发展趋势,中国人民大学出版社同众多国际知名的大出版公司,如麦格劳-希尔出版公司、培生教育出版公司等合作,面向大学本科层次,遴选了一批国外最优秀的管理类原版教材,涉及专业基础课,人力资源管理、市场营销及国际化管理等专业方向课,并广泛听取有着丰富的双语一线教学经验的教师的建议和意见,对原版教材进行了适当的改编,删减了一些不适合我国国情和不适合教学的内容;另一方面,根据教育部对双语教学教材篇幅合理、定价低的要求,我们更是努力区别于目前市场上形形色色的各类英文版、英文影印版的大部头,将目标受众锁定在大学本科层次。本套教材尤其突出了以下一些特点:

- 保持英文原版教材的特色。本套双语教材根据国内教学实际需要,对原书进行了一定的改编,主要是删减了一些不适合教学以及不符合我国国情的内容,但在体系结构和内容特色方面都保持了原版教材的风貌。专家们的认真改编和审定,使本套教材既保持了学术上的完整性,又贴近中国实际;既方便教师教学,又方便学生理解和掌握。

● 突出管理类专业教材的实用性。本套教材既强调学术的基础性，又兼顾应用的广泛性；既侧重让学生掌握基本的理论知识、专业术语和专业表达方式，又考虑到教材和管理实践的紧密结合，有助于学生形成专业的思维能力，培养实际的管理技能。

● 体系经过精心组织。本套教材在体系架构上充分考虑到当前我国在本科教育阶段推广双语教学的进度安排，首先针对那些课程内容国际化程度较高的学科进行双语教材开发，在其专业模块内精心选择各专业教材。这种安排既有利于我国教师摸索双语教学的经验，使得双语教学贴近现实教学的需要；也有利于我们收集关于双语教学教材的建议，更好地推出后续的双语教材及教辅材料。

● 篇幅合理，价格相对较低。为适应国内双语教学内容和课时上的实际需要，本套教材进行了一定的删减和改编，使总体篇幅更为合理；而采取低定价，则充分考虑到了学生实际的购买能力，从而使本套教材得以真正走近广大读者。

● 提供强大的教学支持。依托国际大出版公司的力量，本套教材为教师提供了配套的教辅材料，如教师手册、PowerPoint 讲义、试题库等，并配有内容极为丰富的网络资源，从而使教学更为便利。

本套教材是在双语教学教材出版方面的一种尝试。我们在选书、改编及出版的过程中得到了国内许多高校的专家、教师的支持和指导，在此深表谢意。同时，为使后续推出的教材更适于教学，我们也真诚地期待广大读者提出宝贵的意见和建议。需要说明的是，尽管我们在改编的过程中已加以注意，但由于各教材的作者所处的政治、经济和文化背景不同，书中内容仍可能有不妥之处，望读者在阅读时注意比较和甄别。

徐二明

中国人民大学商学院

改编者的话

随着全球化、国际化进程的推进,会计本科生国际化教学成为势不可挡的潮流。目前双语教学甚至全英语教学在各地许多高校得以实现,这有助于开拓学生的视野,培养我国国际化的会计人才。但是在教学的探索过程中,老师们遇到了一些问题,其中参考教材问题最为突出。外国原版的教材内容庞杂、逻辑松散、制度背景差异较大、忽视中国现实问题以及价格高昂等,使得授课老师在教材选择与应用上十分困惑,影响教学效果与教学目标的实现。学生对一门课程的掌握程度不仅取决于老师的学习修养与教学水平,参考教材也十分重要。一本优质的会计双语教材不仅要具备国际权威、知识系统,而且要充分地本土的具体情况相结合。

为了满足国内高校开展双语会计教学的需求,根据教育部对课程的设置要求,北京理工大学陈宋生教授对卡尔·沃伦、詹姆斯·里夫和乔纳森·杜哈奇三位著名教授的《会计学》(第25版)这本国外经典会计教材进行了改编。

原书共17章,分为两部分。第1章到第6章为会计学基本原理,包括会计学的基本概念以及传统的记账方法,如记账、过账、调账、结账以及编制报表等一系列流程;第7章到第17章是财务会计部分,主要讲述了几个重要的资产负债账户的会计核算方法、现金流量表的编制以及财务报表分析,第8章还特别引入了内部控制相关内容。

本书由北京理工大学陈宋生教授负责改编,北京理工大学博士生曹圆圆依据原有教材的架构和风格,按照国内的课时要求突出重点内容,压缩篇幅。具体变动如下:(1)精选了满足教学和学习需要的章后练习,删除了内容重复、质量较低的冗余练习题、测试题、综合案例分析题等;(2)删除了影像案例、部分附录(涉及重点内容的附录除外);(3)删除了各个章节中与我国现实背景差距较大的内容。整个改编过程由陈宋生教授负责组织协调以及最终审校。

本书适合会计双语教学使用,也是会计专业外语课程的理想用书,还可作为会计专业与财务专业本科生、会计学专业硕士(MPAcc)、MBA学生以及各类在职管理人员的会计入门用书。

由于改编者的视野、水平以及能力有限,疏漏在所难免,希望得到广大读者的指导和建议。

简明目录

第1章	会计与企业概述	1
第2章	分析经济业务	31
第3章	调整过程	61
第4章	完成会计循环	91
第5章	会计系统	135
第6章	商业企业会计	165
第7章	存货	203
第8章	《萨班斯-奥克斯利法案》、内部控制和现金	233
第9章	应收款项	263
第10章	固定资产和无形资产	289
第11章	流动负债和工资	321
第12章	合伙企业和有限责任公司会计	351
第13章	股份有限公司：机构、股票交易及股利	381
第14章	长期负债：债券和票据	409
第15章	投资与公允价值会计	437
第16章	现金流量表	465
第17章	财务报表分析	497

Contents

Chapter 1 Introduction to Accounting and Business 1

Nature of Business and Accounting 2

Integrity, Objectivity, and Ethics in Business: Bernie Madoff 5

Generally Accepted Accounting Principles 6

International Connection: International Financial Reporting Standards (IFRS) 7

The Accounting Equation 9

Business Transactions and the Accounting Equation 9

Business Connection: The Accounting Equation 10

Financial Statements 15

Financial Analysis and Interpretation: Ratio of Liabilities to Owner's Equity 21

Chapter 2 Analyzing Transactions 31

Using Accounts to Record Transactions 32

Business Connection: The Hijacking Receivable 34

Double-Entry Accounting System 35

Integrity, Objectivity, and Ethics in Business: Will Journalizing Prevent Fraud? 41

Posting Journal Entries to Accounts 41

Business Connection: Computerized Accounting Systems 45

Trial Balance 50

Financial Analysis and Interpretation: Horizontal Analysis 53

Chapter 3 The Adjusting Process 61

Nature of the Adjusting Process 62

Adjusting Entries 68

Integrity, Objectivity, and Ethics in Business: Free Issue 70

Business Connection: Ford Motor Company Warranties 75

Summary of Adjustment Process 77

Business Connection: Microsoft Corporation 79

Adjusted Trial Balance 81

Financial Analysis and Interpretation: Vertical Analysis 82

Chapter 4 Completing the Accounting Cycle 91

Flow of Accounting Information 92

Financial Statements 94

Integrity, Objectivity, and Ethics in Business: CEO's Health? 96

International Connection: International Differences 98

Closing Entries 98

Accounting Cycle 104

Illustration of the Accounting Cycle 105

Fiscal Year 115

Business Connection: Choosing a Fiscal Year 116

Financial Analysis and Interpretation: Working Capital and Current Ratio 116

Appendix: End-of-Period Spreadsheet (Work Sheet) 118

Chapter 5 Accounting Systems 135

Basic Accounting Systems 136

Manual Accounting Systems 137

Business Connection: Accounting Systems and Profit Measurement 150

Computerized Accounting Systems 150

Business Connection: TurboTax 152

Integrity, Objectivity, and Ethics in Business: Online Fraud 152

E-Commerce 153

Financial Analysis and Interpretation: Segment Analysis 153

Chapter 6 Accounting for Merchandising Businesses 165

Nature of Merchandising Businesses 166

Business Connection: H&R Block Versus the Home Depot 167

Merchandising Transactions 168

Integrity, Objectivity, and Ethics in Business: The Case of the Fraudulent Price Tags 176

Business Connection: Sales Taxes 182

Financial Statements for a Merchandising Business 182

The Adjusting and Closing Process 186

Financial Analysis and Interpretation: Ratio of Net Sales to Assets 188

Integrity, Objectivity, and Ethics in Business: The Cost of Employee Theft 190

Appendix: The Periodic Inventory System 190

Chapter 7 Inventories 203

Control of Inventory 204

Inventory Cost flow Assumptions 205

Inventory Costing Methods Under a Perpetual Inventory system 208

International Connection: International Financial Reporting Standards (IFRS) 211

Inventory Costing Methods Under a Periodic Inventory System 212

Comparing Inventory Costing Methods 215

Integrity, Objectivity, and Ethics in Business: Where's the Bonus? 217

Reporting Merchandise Inventory in the Financial Statements 217

Business Connection: Inventory Write-Downs 219

Financial Analysis and Interpretation: Inventory Turnover and Number of Days' Sales in Inventory 222

Business Connection: Rapid Inventory at Costco 223

Appendix: Estimating Inventory Cost 225

Chapter 8 Sarbanes-Oxley, Internal Control, and Cash 233

Sarbanes-Oxley Act of 2002 234

Internal Control 236

Business Connection: Employee Fraud 236

Integrity, Objectivity, and Ethics in Business: Tips on Preventing Employee Fraud in Small Companies 239

Cash Controls Over Receipts and Payments 241

Bank Accounts 244

Bank Reconciliation 247

Integrity, Objectivity, and Ethics in Business: Bank Error in Your Favor 251

Special-Purpose Cash Funds 251

Financial Statement Reporting of Cash 252

Financial Analysis and Interpretation: Ratio of Cash to Monthly Cash Expenses 253

Business Connection: Microsoft Corporation 255

Chapter 9 Receivables 263

Classification of Receivables 264

Uncollectible Receivables 265

Direct Write-Off Method for Uncollectible Accounts 265

Allowance Method for Uncollectible Accounts 266

Integrity, Objectivity, and Ethics in Business: Seller Beware 267

Business Connection: Allowance Percentages Across Companies 269

Comparing Direct Write-Off and Allowance Methods 274

Notes Receivable 275

Reporting Receivables on the Balance Sheet 278

Financial Analysis and Interpretation: Accounts Receivable Turnover and Number of Days' Sales in Receivables 278

Business Connection: Delta Air Lines 280

Chapter **10** **Fixed Assets and Intangible Assets** 289

Nature of Fixed Assets 290

Integrity, Objectivity, and Ethics in Business: Capital Crime 293

Accounting for Depreciation 295

Business Connection: Depreciating Animals? 301

Disposal of Fixed Assets 303

Natural Resources 305

Intangible Assets 306

International Connection: International Financial Reporting Standards (IFRS) 307

Financial Reporting for Fixed Assets and Intangible Assets 309

Financial Analysis and Interpretation: Fixed Asset Turnover Ratio 310

Business Connection: Hub-and-Spoke or Point-to-Point? 310

Appendix: Exchanging Similar Fixed Assets 312

Chapter **11** **Current Liabilities and Payroll** 321

Current Liabilities 322

Payroll and Payroll Taxes 325

Business Connection: The Most You Will Ever Pay 330

Accounting Systems for Payroll and Payroll Taxes 330

Integrity, Objectivity, and Ethics in Business: \$8 Million for 18 Minutes of Work 335

Employees' Fringe Benefits 336

Business Connection: General Motors' Pension Problems 339

Contingent Liabilities 339

Financial Analysis and Interpretation: Quick Ratio 341

Chapter **12** **Accounting for Partnerships and Limited Liability Companies** 351

Proprietorships, Partnerships, and Limited Liability Companies 352

Business Connection: Breaking Up Is Hard to Do 353

Business Connection: Organizational Forms in the Accounting Industry 354

Forming a Partnership and Dividing Income 355

Integrity, Objectivity, and Ethics in Business: Tyranny of the Majority 357

Partner Admission and Withdrawal 359

Liquidating Partnerships 364

Statement of Partnership Equity 371

Financial Analysis and Interpretation: Revenue per Employee 371

Chapter **13** **Corporations: Organization, Stock Transactions, and Dividends** 381

Nature of a Corporation 382

Stockholders' Equity 384

Paid-In Capital from Issuing Stock 385

Business Connection: Google Inc. 389

Accounting for Dividends 390

International Connection: IFRS for SMES 390

Integrity, Objectivity, and Ethics in Business: The Professor Who Knew Too Much 392

Treasury Stock Transactions 394

Reporting Stockholders' Equity 395

Stock Splits 400

Business Connection: Buffett on Stock Splits 400

Financial Analysis and Interpretation: Earnings per Share 401

Chapter 14 Long-Term Liabilities: Bonds and Notes 409

Financing Corporations 410

Nature of Bonds Payable 412

Business Connection: U.S. Government Debt 413

Accounting for Bonds Payable 414

Business Connection: General Motors Bonds 418

Installment Notes 420

Integrity, Objectivity, and Ethics in Business: Liar's Loans 422

Reporting Long-Term Liabilities 422

Financial Analysis and Interpretation: Number of Times Interest Charges Are Earned 423

Appendix 1: Present Value Concepts and Pricing Bonds Payable 424

Appendix 2: Effective Interest Rate Method of Amortization 428

Chapter 15 Investments and Fair Value Accounting 437

Why Companies Invest 438

Accounting for Debt Investments 439

Accounting for Equity Investments 442

Business Connection: Apple's Entrance to Streaming Music 447

Valuing and Reporting Investments 447

Integrity, Objectivity, and Ethics in Business: Loan Loss Woes 449

Business Connection: Warren Buffett: The Sage of Omaha 453

Fair Value Accounting 454

Financial Analysis and Interpretation: Dividend Yield 455

Appendix: Comprehensive Income 456

Chapter 16 Statement of Cash Flows 465

Reporting Cash Flows 466

Statement of Cash Flows—The Indirect Method 470

Business Connection: Cash Crunch! 474

Integrity, Objectivity, and Ethics in Business: Credit Policy and Cash Flow 475

Statement of Cash Flows—The Direct Method 480

International Connection: IFRS for Statement of Cash Flows 484

Financial Analysis and Interpretation: Free Cash Flow 485

Appendix: Spreadsheet (Work Sheet) for Statement of Cash Flows—The Indirect Method 486

Chapter 17 Financial Statement Analysis 497

Basic Analytical Methods 498

Liquidity and Solvency Analysis 503

Profitability Analysis 511

Integrity, Objectivity, and Ethics in Business: Chief Financial Officer Bonuses 519

Corporate Annual Reports 519

Integrity, Objectivity, and Ethics in Business: Buy Low, Sell High 520

Appendix: Unusual Items on the Income Statement 520

Appendix A: Interest Tables 530



Introduction to Accounting and Business

Twitter

When two teams pair up for a game of football, there is often a lot of noise. The band plays, the fans cheer, and fireworks light up the scoreboard. Obviously, the fans are committed and care about the outcome of the game. Just like fans at a football game, the owners of a business want their business to “win” against their competitors in the marketplace. While having your football team win can be a source of pride, winning in the marketplace goes beyond pride and has many tangible benefits. Companies that are winners are better able to serve customers, provide good jobs for employees, and make money for their owners.

Twitter is one of the most visible companies on the Internet. It provides a real-time information network where members can post messages, called Tweets, of up to 140 characters for free. Millions post Tweets every day throughout the world.

Do you think Twitter is a successful company? Does it make money? How would you know? Accounting helps to answer these questions.

This textbook introduces you to accounting, the language of business. Chapter 1 begins by discussing what a business is, how it operates, and the role that accounting plays.



Learning Objectives

After studying this chapter, you should be able to:

- OBJ 1** Describe the nature of a business and the role of accounting and ethics in business.
 - Nature of Business and Accounting
 - Types of Businesses
 - Role of Accounting in Business
 - Role of Ethics in Accounting and Business
 - Opportunities for Accountants
- OBJ 2** Summarize the development of accounting principles and relate them to practice.
 - Generally Accepted Accounting Principles
 - Business Entity Concept
 - Cost Concept
- OBJ 3** State the accounting equation and define each element of the equation.
 - The Accounting Equation
- OBJ 4** Describe and illustrate how business transactions can be recorded in terms of the resulting change in the elements of the accounting equation.
 - Business Transactions and the Accounting Equation
- OBJ 5** Describe the financial statements of a proprietorship and explain how they interrelate.
 - Financial Statements
 - Income Statement
 - Statement of Owner's Equity
 - Balance Sheet
 - Statement of Cash Flows
 - Interrelationships Among Financial Statements
- OBJ 6** Describe and illustrate the use of the ratio of liabilities to owner's equity in evaluating a company's financial condition.
 - Financial Analysis and Interpretation: Ratio of Liabilities to Owner's Equity

At a Glance 1

- OBJ 1** Describe the nature of business and the role of accounting and ethics in business.

Nature of Business and Accounting

A **business**¹ is an organization in which basic resources (inputs), such as materials and labor, are assembled and processed to provide goods or services (outputs) to customers. Businesses come in all sizes, from a local coffee house to Starbucks, which sells over \$10 billion of coffee and related products each year.

The objective of most businesses is to earn a **profit**. Profit is the difference between the amounts received from customers for goods or services and the amounts paid for the inputs used to provide the goods or services. This text focuses on businesses operating to earn a profit. However, many of the same concepts and principles also apply to not-for-profit organizations such as hospitals, churches, and government agencies.

Types of Businesses

Three types of businesses operating for profit include service, merchandising, and manufacturing businesses. Some examples of each type of business are given below.

Service businesses provide services rather than products to customers.

Delta Air Lines (transportation services)

The Walt Disney Company (entertainment services)

¹ A complete glossary of terms appears at the end of the text.

Merchandising businesses sell products they purchase from other businesses to customers.

Walmart (general merchandise)

Amazon.com (Internet books, music, videos)

Manufacturing businesses change basic inputs into products that are sold to customers.

Ford Motor Co. (cars, trucks, vans)

Dell Inc. (personal computers)

Role of Accounting in Business

The role of accounting in business is to provide information for managers to use in operating the business. In addition, accounting provides information to other users in assessing the economic performance and condition of the business.

Thus, **accounting** can be defined as an information system that provides reports to users about the economic activities and condition of a business. You could think of accounting as the “language of business.” This is because accounting is the means by which businesses’ financial information is communicated to users.

The process by which accounting provides information to users is as follows:

1. Identify users.
2. Assess users’ information needs.
3. Design the accounting information system to meet users’ needs.
4. Record economic data about business activities and events.
5. Prepare accounting reports for users.

As illustrated in Exhibit 1, users of accounting information can be divided into two groups: internal users and external users.

Note:

Accounting is an information system that provides reports to users about the economic activities and condition of a business.

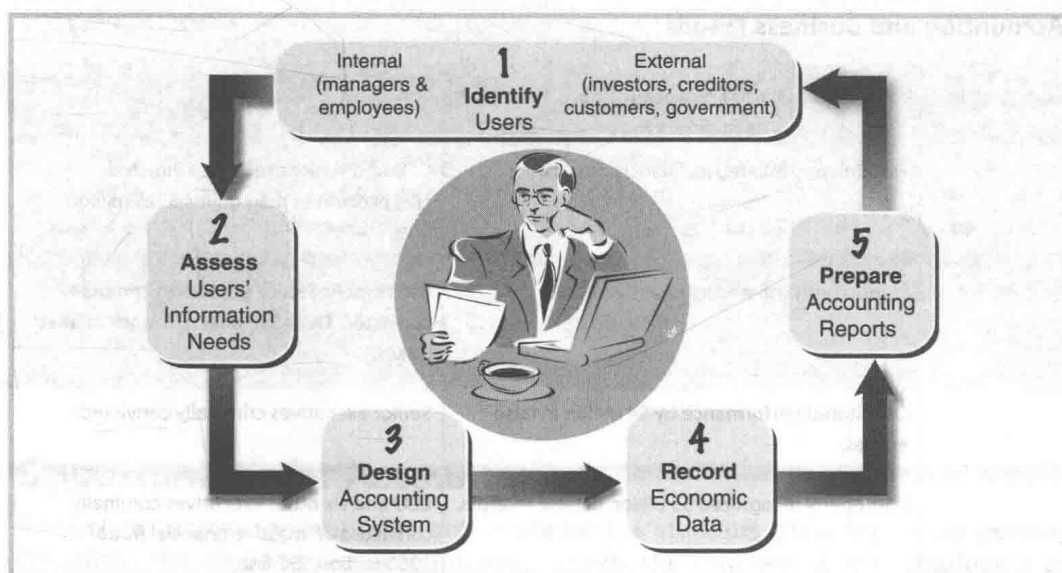


EXHIBIT 1

Accounting as an Information System

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Internal users of accounting information include managers and employees. These users are directly involved in managing and operating the business. The area of accounting that provides internal users with information is called **managerial accounting**, or **management accounting**.

The objective of managerial accounting is to provide relevant and timely information for managers’ and employees’ decision-making needs. Oftentimes, such information is sensitive and is not distributed outside the business. Examples of sensitive information might include information about customers, prices, and plans to

expand the business. Managerial accountants employed by a business are employed in **private accounting**.

External users of accounting information include investors, creditors, customers, and the government. These users are not directly involved in managing and operating the business. The area of accounting that provides external users with information is called **financial accounting**.

The objective of financial accounting is to provide relevant and timely information for the decision-making needs of users outside of the business. For example, financial reports on the operations and condition of the business are useful for banks and other creditors in deciding whether to lend money to the business. **General-purpose financial statements** are one type of financial accounting report that is distributed to external users. The term *general-purpose* refers to the wide range of decision-making needs that these reports are designed to serve. Later in this chapter, general-purpose financial statements are described and illustrated.

Role of Ethics in Accounting and Business

The objective of accounting is to provide relevant, timely information for user decision making. Accountants must behave in an ethical manner so that the information they provide users will be trustworthy and, thus, useful for decision making. Managers and employees must also behave in an ethical manner in managing and operating a business. Otherwise, no one will be willing to invest in or loan money to the business.

Ethics are moral principles that guide the conduct of individuals. Unfortunately, business managers and accountants sometimes behave in an unethical manner. Many of the managers of the companies listed in Exhibit 2 engaged in accounting or business fraud. These ethical violations led to fines, firings, and lawsuits. In some cases, managers were criminally prosecuted, convicted, and sent to prison.

EXHIBIT 2

Accounting and Business Frauds

Company	Nature of Accounting or Business Fraud	Result
Computer Associates International, Inc.	Fraudulently inflated its financial results.	CEO and senior executives indicted. Five executives pled guilty. \$225 million fine.
Enron	Fraudulently inflated its financial results.	Bankruptcy. Senior executives criminally convicted. Over \$60 billion in stock market losses.
HealthSouth	Overstated performance by \$4 billion in false entries.	Senior executives criminally convicted.
Qwest Communications International, Inc.	Improperly recognized \$3 billion in false receipts.	CEO and six other executives criminally convicted of "massive financial fraud." \$250 million SEC fine.
Xerox Corporation	Recognized \$3 billion in revenue prior to when it should have been recorded.	\$10 million fine to SEC. Six executives forced to pay \$22 million.

What went wrong for the managers and companies listed in Exhibit 2? The answer normally involved one or both of the following two factors:

Failure of Individual Character. An ethical manager and accountant is honest and fair. However, managers and accountants often face pressures from

supervisors to meet company and investor expectations. In many of the cases in Exhibit 2, managers and accountants justified small ethical violations to avoid such pressures. However, these small violations became big violations as the company's financial problems became worse.

Culture of Greed and Ethical Indifference. By their behavior and attitude, senior managers set the company culture. In most of the companies listed in Exhibit 2, the senior managers created a culture of greed and indifference to the truth.

As a result of the accounting and business frauds shown in Exhibit 2, Congress passed new laws to monitor the behavior of accounting and business. For example, the **Sarbanes-Oxley Act of 2002 (SOX)** was enacted. SOX established a new oversight body for the accounting profession called the **Public Company Accounting Oversight Board (PCAOB)**. In addition, SOX established standards for independence, corporate responsibility, and disclosure.

How does one behave ethically when faced with financial or other types of pressure? Guidelines for behaving ethically are shown in Exhibit 3.²

1. Identify an ethical decision by using your personal ethical standards of honesty and fairness.
2. Identify the consequences of the decision and its effect on others.
3. Consider your obligations and responsibilities to those who will be affected by your decision.
4. Make a decision that is ethical and fair to those affected by it.

EXHIBIT 3

Guidelines for Ethical Conduct

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Integrity, Objectivity, and Ethics in Business



BERNIE MADOFF

In June 2009, Bernard L. "Bernie" Madoff was sentenced to 150 years in prison for defrauding thousands of investors in one of the biggest frauds in American history. Madoff's fraud started several decades earlier when he began a "Ponzi scheme" in his investment management firm, Bernard L. Madoff Investment Securities LLC.

In a Ponzi scheme, the investment manager uses funds received from new investors to pay a return to existing investors, rather than basing investment returns

on the fund's actual performance. As long as the investment manager is able to attract new investors, he or she will have new funds to pay existing investors and continue the fraud. While most Ponzi schemes collapse quickly when the investment manager runs out of new investors, Madoff's reputation, popularity, and personal contacts provided a steady stream of investors, which allowed the fraud to survive for decades.

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Opportunities for Accountants

Numerous career opportunities are available for students majoring in accounting. Currently, the demand for accountants exceeds the number of new graduates entering the job market. This is partly due to the increased regulation of business caused by the accounting and business frauds shown in Exhibit 2. Also, more and more businesses have come to recognize the importance and value of accounting information.

As indicated earlier, accountants employed by a business are employed in private accounting. Private accountants have a variety of possible career options within a company. Some of these career options are shown in Exhibit 4 along with their

² Many companies have ethical standards of conduct for managers and employees. In addition, the Institute of Management Accountants and the American Institute of Certified Public Accountants have professional codes of conduct.