

UNIVERSITY OF NORTH TEXAS
ACCT 3270 SYLLABUS – Fall 2013
COST/MANAGERIAL ACCOUNTING

Instructor: **Don W. Finn, PhD**

Meeting time: ACCT 3270, Section 003: 11:00 a.m. – 12:30 p.m., BLB 015

Office Hours: Tuesday and Thursday 10:00 a.m. – 11:00 a.m. **or by appointment**

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COURSE COMMUNICATION: The primary communication method outside of class will be through e-mail (NOT BLACKBOARD) sent to your UNT eagle net account. If that is not your primary e-mail address, please login to your UNT account and forward all UNT e-mail to your active email account.

BLACKBOARD: The course is supported by the Blackboard course delivery system. I will use Blackboard to communicate with you, to provide you with course materials, including course syllabi, handouts, PowerPoint Slides, and assignments. Each student will receive a Blackboard login and password through the college of business website (you will need to locate the blackboard link (in black with white letters) at the very top of the page <http://www.cob.unt.edu/>).

COURSE DESCRIPTION: Cost systems with emphasis on information generation for cost management of products, projects, and services. It is a sequenced course designed to cover the more challenging chapters in your management accounting experience.

Prerequisites: ACCT 2010, ACCT 2020 with grades of ‘C’ or better; ECON 1100, ECON 1110; MATH 1190 or MATH 1400 or MATH 1710; BCIS 2610.

VALUE OF THE COURSE: This course provides skills and knowledge in several broad areas that are desired by corporate employers, including cost systems, allocations, and control. It helps you understand that internal reporting involves actively and continually redesigning an organization’s management information system to meet changing managerial needs.

COURSE OBJECTIVES: Since cost accounting is internal and potentially unique to each organization, there are limited rules to govern cost accounting systems (See http://www.imanet.org/resources_and_publications/research_studies_resources.aspx). Various, constantly evolving principles and procedures exist which must be selectively applied. You must be able to apply these principles and procedures, as appropriate, to diverse, often unstructured problem scenarios. It is very difficult to memorize your way through this course (and certainly not professionally productive) and reasonably hope to attain a grade higher than “C”. Rather, you must develop your analytic and conceptual thinking skills so as to find a solution that satisfies management’s needs.

This course has the following specific learning objectives. After completing this course, you should be able to:

- Recognize that Cost/Management accounting is a forward (and backward) accounting tool.
- Understand the theory and concepts underlying cost management systems.
- Describe common cost accounting tools and models.
- Apply common cost accounting tools and models.
- Extract relevant accounting issues from a business problem.
- Search for and identify relevant information.
- Enhance your interpersonal skills.
- Develop analytical thinking skills.
- Develop problem solving skills.

LEARNING PHILOSOPHY: Student success is most effective when you take responsibility for your own learning. What you end up getting out of this course is based upon your commitment to mastering the material. *I am committed to helping you learn by assisting you in your personal learning process.* You will learn by mastering assigned materials, working homework problems, setting high expectations, and emphasizing the relevance of the course material by explicitly linking it to real-world problems and decisions. My role is to provide guidance by furnishing the appropriate knowledge and tools for the course. I am also prepared and willing to provide student counseling related to your challenges in the course (i.e., how to study for exams, what you have done wrong and how to correctly approach cost accounting problems). In order to accomplish these objectives, it is important for you to achieve an effective level of interaction and participation and it is critical that you *come to class prepared*.

TEXT AND OTHER REQUIRED MATERIALS:

Cost Accounting: A Managerial Emphasis, by Horngren, Datar, Foster, Rajan, Ittner, 14th edition, 2012, Prentice Hall, ISBN 978-0-13-210917-8.

This edition has a Student Solutions Manual that is available for sale to students. Please go online, or contact the bookstore, for more details. The Manual provides worked-out solutions to all of the even numbered assignment material. I have provided check figures for all problems in Blackboard under “Problem Assignment”. In addition, all PowerPoint slides will be provided to you prior to class.

There are additional learning tools available for you to purchase on the Pearson website. Please contact me when authorization is required by the publisher to purchase these learning aids.

SUMMARY OF GRADING COMPONENTS AND GRADE SCALE:

| | |
|---------------------------------------|-------------------|
| Examinations (3) | 300 points |
| Attendance | 40 points |
| Comprehensive final exam + Chapter 17 | <u>130 points</u> |
| Total available course points | <u>470 points</u> |

¹Two absences are allowed during the semester without losing attendance points. After two absences, four points per absence will be deducted from your attendance point total.

Final letter grades will be determined on a standard average scale where: A = 90% or above (450 pts), B = 89% to 80% (400 pts), C = 79% to 70% (350 pts), D = 69% to 60% (300 pts), and F = below 300 points.

ATTENDANCE POLICY: Attendance at all class meetings is expected. Moreover, you are responsible for helping me teach you, which is difficult to do when you are absent. Remember that the course goes on, whether or not you are present, and that you must catch up on your own. Historically, there is much support for the hypothesis that material which has been presented in class is more likely to appear (in similar but not identical form) on exams.

ATTENDANCE and INTEGRITY: Ethics and values are extremely important in accounting and the professional environment in which you will be working. Ethics and values are equally important in education. I will assume, unless there is evidence to the contrary, that you are an ethical student. To help you fulfill your ethical responsibilities as a student, the rules for each graded assignment or exam will appear on the assignment sheet or exam. Also, refer to the University policy for information on academic integrity standards of the University of North Texas. If there is an academic integrity violation, university recommended sanctions for academic integrity violations will be imposed. The University academic integrity policy can be found at <http://vpaa.unt.edu/academic-integrity.htm>.

SPECIAL ASSIGNMENTS, EXAMINATIONS, AND EVALUATIONS:

Examinations: Individual performance on examinations accounts for more than 90% of total course points. Three 80-minute exams will be given on the dates indicated in the topical outline. In addition, a 2-hour comprehensive multiple-choice final exam will be given during the final exam period. Semester exams may contain problems, multiple-choice questions, or essay questions focusing on the reasons behind specific accounting concepts and procedures.

Make-Up Exam Policy: It is to your advantage to take all exams at the scheduled times. Only in the case of a documented true emergency should an exam be missed. Please be sure to get your instructor's *prior* approval. Exams missed without prior approval of your instructor or without adequate documentation of the reason for missing the exam will result in a recorded grade of zero for the missed exam. If an exam is missed **with prior agreement and adequate documentation**, the final exam will automatically be substituted in calculating the points for the missed exam. All students must take the final exam as scheduled unless an incomplete contract has previously been approved according to university regulations.

Grading Questions: Questions concerning the grading of a particular exam/quiz question must be resolved within a reasonable period (**two weeks**) after the exam/quiz is returned. After that period, all grades are final. Finally, neatness and legibility of exams for numerical problems requiring calculations are considered in grading.

Changes to the syllabus: A syllabus is a tool to help you plan your time. Every effort is made to make the syllabus as complete as possible, but there may be occasions when changes are required. Your professor will announce any deviations from this syllabus in class.

RELIGIOUS HOLY DAY ABSENCES: Students should inform the instructor as early in the semester as possible if you will miss an examination or assignment to observe a religious holy day as the term as defined by state law.

INCLEMENT WEATHER POLICY: Please use your own good judgment during inclement weather. My plan is to hold class whenever the University is open. If you are in doubt, please check the Blackboard site for our course for an announcement.

ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES: Please note the guidelines for the arrangement of testing accommodations for students with disabilities. Students are responsible for requesting accommodations from the Office of Disability Accommodation, according to its procedures and policies. To verify the eligibility of the student, students are expected to show appropriate documentation to the instructor when they first request accommodation. Students are to provide a written request for each test accommodation to their instructor (an e-mail will suffice provided you have received a reply from the instructor).

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| Week | Date | Topic | Chapter | Assignments/Problems (Problems Due on Date Assigned) |
|-------------|--------------|--|----------------|---|
| 1 | 8-29 | Introduction; <i>The Manager and Management Accounting</i> | 1 | 22, 23, 29 |
| 2 | 9-3 | <i>An Introduction to Cost Terms and Purposes</i> | 2 | 16, 17, 22 |
| 3 | 9-5 | | 2 | 24, 30, 34, 35 |
| 4 | 9-10 | <i>Cost-Volume-Profit Analysis</i> | 3 | 16, 18 |
| 5 | 9/12 | <i>(Appendix not included)</i> | 3 | 22, 23, 31, 43 |
| 6 | 9/17 | | 3 | 45, 48 |
| 7 | 9/19 | <i>Job Costing</i> | 4 | 17, 19 |
| 8 | 9/24 | | 4 | 20, 24, 26 |
| 9 | 9/26 | | 4 | 33, 37 |
| 10 | 10/1 | EXAM I (Chapters 1, 2, 3, 4) | | |
| 11 | 10-3 | <i>Activity-Based Costing and Activity-Based Management</i> | 5 | 17, 18 |
| 12 | 10-8 | | 5 | 19, 25, 31 |
| 13 | 10-10 | | 5 | 36, 40 |
| 14 | 10-15 | <i>Master Budget and Responsibility Accounting</i> | 6 | 20, 21 |
| 15 | 10/17 | <i>(Appendix not included)</i> | 6 | 24, 25, 30 |
| 16 | 10/22 | <i>Inventory and Costing Capacity</i> | 9 | 16, 17 |
| 17 | 10/24 | | 9 | 22, 26 |
| 18 | 10/29 | EXAM II (Chapters 5, 6, 9) | | |
| 19 | 10/31 | <i>Flexible Budgets, Direct-Cost Variances, and Management Control</i> | 7 | 18, 21 |
| 20 | 11-5 | | 7 | 22, 24 |
| 21 | 11-7 | <i>Flexible Budgets, Overhead Cost Variances, and Management Control</i> | 8 | 16, 17, 18, 19 |
| 22 | 11/12 | | 8 | 23, 28 |
| 23 | 11/14 | <i>Decision Making and Relevant Information</i> | 11 | 16, 17 |
| 24 | 11/19 | <i>(Appendix not included)</i> | 11 | 19, 20, 21 |
| 25 | 11/21 | EXAM III (Chapters 7, 8, 11) | | |
| 26 | 11/26 | <i>Process Costing (Appendix not included)</i> | 17 | 16, 17 |
| | 11/28 | THANKSGIVING HOLIDAY | | |
| 27 | 12/3 | <i>Process Costing</i> | 17 | 18, 19, 20, 21 |
| 28 | 12/5 | | 17 | 27, 28 |
| 29 | 12-10 | COMPREHENSIVE FINAL EXAM (100 pts.)/CH 17 (30 pts.) | | 10:30 a.m. – 12:30 p.m. |