

Cost Accounting – E/M 240
Gustavus Adolphus College
Spring 2012

Location/time: NAB 113 11:30 MTWF

Instructor: Laura Bowyer, MBA, CPA	Office NAB 141
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	12:30 – 1:20 MWF
	Or other times by appointment

Text: Cost Management: A Strategic Emphasis, Blocher, Stout, and Cokins, 5th Edition, McGraw-Hill, 2010

Course description: The primary focus of Cost Accounting is the systems used to accumulate and assign costs to business activities. Because system design cannot be divorced from its use, this course also discusses the effect of cost systems on management behavior and decision making.

Course Objectives:

- To understand strategic planning and strategic cost management.
- To be able to establish appropriate accounting systems for job-order and process costing.
- To understand the relationship between accounting systems and management behavior.
- To be able to implement a simple Activity Based Costing system.
- To understand the issues in assigning joint costs and common costs to cost objects.
- To be able to prepare and use budgets for planning and control.
- To be able to use a Standard Cost system and perform variance analysis.
- To be able to measure and analyze performance of business units.

Your Text and Online Material:

From the “Online Learning Center, Student Edition” in the lower left window at <http://www.mhhe.com/blocher5e> , access the supplement resources for the book. Here you can access practice quizzes, Power Points, Cases and Reading Manual, check figures and other materials.

Readings and Assignments:

For successful completion of this course, it is essential that the student complete all assignments. Assignments have been chosen to reinforce the learning objectives from the chapters.

A schedule of tentative topics, readings, cases, and homework assignments is attached to this syllabus. Reading of the chapter is always required **before** the first class covering the chapter. You may complete your homework early, but **no late work will be accepted**.

1. **Participation Assignments** are shorter exercises to be completed for practice and class discussion to be completed **prior** to our classroom coverage of the material. These can be done by hand if you like. You are expected to have read the chapter before coming to that class, and this will give you some minor problems to work on your own as you go through the chapter. We will go over these in class together.
2. **Graded Assignments** will be problems assigned that you will work on your own in Excel. I will put these assignments in Moodle with the due date and that is how they will be turned in, as an attachment in Moodle. These will be due **after** our class discussion on the material. The actual due date will appear in Moodle.
3. **Cases** are graded written assignments. You should develop a critical analysis, as required per the case. These cases require the student to integrate several concepts such as showing calculations and financial information with some analysis of the data. You will prepare a paper in a good business report style. These will be prepared in Word and Excel as individual assignments. These will need to be printed and turned in to me.

Students are free to collaborate on the participation and graded assignments, but each student **must complete their own problems** in Excel. If there seems to be too much sharing of work, I will find a way to alter the problems so each person will have a different answer or even assign different problems to each student.

For the cases, the students may not collaborate on this work. Each student is expected to follow the honor code and comply with this requirement.

If a student turns in any graded assignments or cases that are obviously copied from another student, both students will receive a zero on that assignment.

For the writing assignments, they are to be turned in at the start of the class period when they are due. Homework is due in Moodle at the time specified. If they are not turned in at that time, you will lose 10% of the total potential points. If they are still not turned in, it will continue to lose 10% of the total points each additional day until it is turned in. Due dates will always be posted in Moodle.

Do not expect that the problems assigned as homework, in-class problems, quizzes or exams will be duplicates of the illustrations and examples in the chapter. The idea is to have you learn how to think and to apply principles in a variety of real situations. The illustrations in the text are provided to illustrate *an* application, *not all or every* application. Accounting cannot be learned without attempting to apply concepts to problem situation and not all problems are as neatly structured as those in the textbook illustrations.

I will use Moodle to post various things including grades and any changes to the syllabus, and this will be where homework is to be turned in. I will talk about this in class, but if you are not certain how to use Moodle, please come and see me **before** the first time you need to turn in an assignment.

In preparing for exams, it will be assumed that you have read each chapter carefully.

There is not enough time for me to cover every detail in each chapter. Therefore, you need to take charge of your learning and bring up any questions that come to mind as you read the material. Generally, a few problems will be worked on in class. You are free to ask questions in class or to come and see me during my office hours.

Note: Accounting is one subject learned by doing. To do well, it is essential that you keep up with the readings and assignments. Failure to do so will generally result in poor performance on exams.

Attendance is required to successfully complete this course. I will use a seating chart to take attendance. Students should discuss planned absences with the instructor **prior to** the absence so that arrangements can be made to make up any missed work. I will consider attendance in borderline grade situations.

Quizzes will be given periodically in class. There will be a total of 15 quizzes given worth 5 points each. Quizzes will be given at the end of a class and **will not be made up**. If you miss a quiz during a planned absence, I will make a note of that, but it **will not be made up**. You may throw out three quiz grades. If you miss any quizzes (whether it is a planned absence or not), it would be a zero grade and that will be the lowest score that is thrown out.

Examinations:

There will be five regular closed book examinations with the last one taking place during finals week. Exams will cover material and problems discussed in class as well as material from all assigned readings and problems, whether discussed in class or not. No scratch paper is allowed in the examination. I will provide the calculator that you will use during the exam – you **will not** be able to use your own calculator. Once an exam has started, no student may leave the examination room until he or she has finished the exam and turned it in, so plan accordingly.

Students will be given an opportunity to review the graded exams, but I will keep the exams on file in my office. You will receive a zero on an exam if for any reason you forget to return the exam at the end of the review. If you believe an error was made on the grading of your exam or posting of your score in Moodle, you must bring it to my attention on the day the tests are returned or within one week of the date that the exam scores are posted.

Grades are based on total points earned during the semester. Course grades will normally be assigned on the following scale:

A	93-100%
A-	90-92.9%
B+	87-89.9%
B	83-86.9%
B-	80-82.9%
C+	77-79.9%
C	73-76.9%
C-	70-72.9%
D+	67-69.9%
D	60-66.9%
F	59.9% and below

The curve may be lowered at my discretion.

The following points for quizzes, assignments and exams are approximate and may be adjusted during the semester:

	<u>Points</u>
Exams (5 @ 80 pt)	400
Homework	50
Cases	90
Quizzes	<u>60</u>
Total	600

Acceptable Classroom Behavior:

Everyone in the class is preparing to become a professional. Thus, it is expected that everyone will act as a professional and be respectful during class.

Please make sure all electronic devices are turned off and not used during class. If a student chooses to use these devices during class, including texting, the professor reserves the right to confiscate the device and/or ask the student to leave the class. If a student would like to use a laptop during class, please consult the professor.

Honor Code: Gustavus has instituted an Honor Code for all classes.

“On my honor, I pledge that I have not given, received, or tolerated others use of unauthorized aid in completing this work.”

By staying in my class after the first day I will assume that you agree with and will follow the Honor Code.

Any student found guilty of cheating or plagiarism will receive at a minimum a zero on that assignment/test. If there is a second incident in class, the student will receive an “F” for the course. Plagiarism and cheating refer to the use of unauthorized books, notes or otherwise securing help on an exam; copying tests, assignments, term papers; representing the work of another as one’s own; collaborating, without authority, with another student during an exam or quiz or in preparing academic work; signing another student’s name on an attendance sheet; or otherwise practicing scholastic dishonesty.

Disability Services

“Gustavus Adolphus College is committed to ensuring the full participation of all students in its programs. If you have a documented disability (or you think you may have a disability of any nature) and, as a result, need reasonable academic accommodation to participate in class, take tests or benefit from the College’s services, then you should speak with the Disability Services Coordinator, for a confidential discussion of your needs and appropriate plans. Course requirements cannot be waived, but reasonable accommodations may be provided based on disability documentation and course outcomes. Accommodations cannot be made retroactively; therefore, to maximize your academic success at Gustavus, please contact Disability Services as early as possible. Disability Services (<https://gustavus.edu/advising/disability/>) is located in the Advising and Counseling Center.”

Help for Students Whose First Language is not English

Support for English Language Learners (ELL) and Multilingual students is available via the College’s ELL Support staff person, Andrew Grace (agrace@gustavus.edu or x7395). He can meet with individual students for tutoring in writing, consulting about academic tasks, and helping them connect with the College’s support systems. The ELL Support person can also consult with faculty members who have ELL and multilingual students enrolled in their classes. The College’s ELL staff person can provide students with a letter to a professor that explains and supports academic accommodations (i.e. additional time on tests, additional revisions for papers). Professors make decisions based on those recommendations at their own discretion. In addition, ELL and multilingual students can seek help from peer tutors in the Writing Center.

The instructor reserves the right to amend or change this syllabus and class schedule.

Date	Chapter	Participation Assignments	Graded Assignments	Cases
2/6				
2/7	1			
2/8	3	Ch.3 BE 3-21,22,24,		
2/10		26-30		
2/13				Case 1
2/14				
2/15	4	Ch.4 BE17-26	3-38,48,54	
2/17				
2/20				
2/21				
2/22	Review		4-42,50,54	
2/24	Exam 1	Chapters 1,3,4		
2/27	5	Ch. 5 BE 18-28		
2/28				Case 2
2/29				
3/2				
3/5	6	Ch. 6 BE 18-26	5-32,47,51 part 1&2,53	
3/6				
3/7				
3/9				
3/12				
3/13	Review		6-42,45,46,47,49	
3/14	Exam 2	Ch. 5,6		Case 3
3/16	7	Ch. 7 BE 11-20		
3/19				
3/20				
3/21	8	Ch. 8 BE 14-25	7-29,35,36,38	
3/23				
3/26				
3/27				
3/28	Review		8-41,57,extra	
3/30	Exam 3	Chapters 7,8		
4/2 –	No School	Spring Break		
4/9				
4/10	9	BE 17-27		Case 4
4/11				
4/13				

Date	Chapter	In Class Assignments	Graded Assignments	Cases
4/16	10	BE. 21-30	9-34,48,50,65,extra	
4/17				
4/18				
4/20				
4/23	Review		10-35,41,extra	Case 5
4/24	Exam 4	Chapters 9,10		
4/25	11	Ch. 11 BE 18-30		
4/27				
4/30				
5/1				
5/2	Mayday	12:10-12:40		
5/4	14	Ch. 14 BE 24-33	11-35,37,44,55,extra	
5/7				Case 6
5/8				
5/9				
5/11	15	Ch. 15 BE 21-30	14-36,42,48	
5/14				
5/15				
5/16	Review		15-35,39,50,58	
5/17	No Class	Reading day		
5/19	Final Exam	Final Exam #5 on		
Sat.	8-10am	Ch.11,14,15		
