

Managerial Accounting – E/M 230
Gustavus Adolphus College
Spring 2016

Location/time: BH 119 9:00 MTWF
BH 119 1:30 MTWF

Instructor: Laura Bowyer, MBA, CPA
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Office hours :
11:30-12:20 MW
12:30-1:20 TF
Others by appointment

Course materials required:

- Managerial Accounting, Garrison, Noreen, Brewer, 15th Edition, McGraw-Hill, 2015
- McGraw-Hill CONNECT access code, packaged with new texts from the book store or purchased online - SEE OUR MOODLE SITE (see further detail below)

Course description: Accounting 230 is primarily focused on the study of cost accumulation for product/service costing purposes and the use of accounting information by management for decision making purposes. Both traditional and modern manufacturing and service organization techniques are examined.

Learning Outcomes:

- Describe, compare and contrast traditional and contemporary management accounting systems.
- Understand the different elements of cost in business organizations, how costs flow in a manufacturing firm and how costs are used in planning, controlling and decision making.
- Identify and compare conventional costing systems and advanced methods of product costing through Activity Based Costing.
- Understand and be able to analyze basic cost behavior patterns and analyze cost volume profit relationships.
- Differentiate between absorption costing vs. variable costing, and explain the related implications for income statements and cost-volume-profit relationships.
- Describe the different types of budgeting, the components of a master budget and a flexible budget.
- Understand the concepts of standards, variances and other quality measures and their uses in manufacturing and service firms.
- Describe and explain the concepts of responsibility accounting and decentralization.
- Understand the concept of differential costs and revenues in order to apply these concepts to short run operating decisions.

Your Text and Online Material:

The text we are using has lots of learning tools and resources available that you will want to utilize. The book is designed with active student learning in mind. Take advantage of this by working through the “Self Study Review Problems” at the end of each chapter and for **some** of the assigned homework problems in CONNECT, under the “Hint” you may find a guided example problem that the computer will walk you through step by step in a video. These are usually some of the earlier problems assigned in each chapter.

From the Connect library tab access the supplement resources for the book. Here you can access practice quizzes and other materials. Another way to access this is through the “Online Learning Center - Student Edition” in the lower left window at <http://www.mhhe.com/garrison15e> .

Homework:

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. We will be using CONNECT which is a required online homework management system for this course. If you purchased the new text package in the bookstore you will have received a CONNECT access code with your book. If you purchased a book elsewhere and/or bought a used copy, you will need to purchase this in order to complete the required material for this class.

To register and/or purchase access to CONNECT you will need to go to our specific CONNECT URL for our class: SEE OUR MOODLE SITE for the link. Click on the Register Now button. Put in your email address. If you have registered with McGraw-Hill previously they will recognize you in their system so you can use your old password that you had previously set up with them. If you have the access code you can enter this on the left hand side to redeem this. This can only be redeemed once and must be the code for the required book we are using. **There is also a free two week trial so you can start right away before you purchase the access.

If you choose to use CONNECT and the e-book **only**, please keep in mind you will **always need to have your computer with you in class** to have access to your book. You have to familiarize yourself with how to use an e-book – how to find a page I am talking about and how to go back and forth between a problem and an example in the text book.

If you have any questions regarding CONNECT please direct these to McGraw-Hill tech support, either by visiting their website at: www.mhhe.com/support for helpful FAQ's, or by calling 800-331-5094. They are open M – Th 8am to 11pm, F 8am-6pm, and Sunday 6pm to 11pm.

You will complete **most** of your homework through CONNECT. I will be available by phone and e-mail for help along with my office hours. Another resource to help with homework is to visit the accounting tutors. Their hours and location will be posted in Moodle and announced in class. You may complete your homework early, but **no late work will be accepted**.

When you come to me or the tutors for homework help, you need to have **some work written down** to show us what you have done so far. Just because the homework is turned in online, it does not mean that you do not have to do work in a notebook. The homework is to help you learn the material. It is *not* only done to get the points.

The homework will show up in CONNECT with a due date when it needs to be done. The homework points may vary by problem. For most of the homework, you have unlimited attempts to work them, unlimited times to check your work and most of the time it will use the same numbers. There may be a final challenge homework problem in CONNECT that will be submitted one time only. If you get it wrong, you can do it again, but the numbers will change. I do not recommend waiting until the last due date to do this problem.

I will use Moodle to post various things including grades and any changes to the syllabus.

Reading/Homework:

A schedule of tentative topics and homework assignments is attached to this syllabus.

Reading of the chapter is always required **before** the first class covering the chapter **AND/OR** watching the taped videos in CONNECT. In addition, in CONNECT you will complete the assigned LearnSmart study modules before covering the material in class as a way to help you prepare and excel in class. I will assign 3 points for each chapter (we cover 13 chapters and each will have a LearnSmart module) with a **maximum number of points to be earned as 30**. This is a way to help you learn the material.

Why multiple choice problems on the exams are challenging:

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. 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.

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. I will consider attendance in borderline grade situations in addition to your homework and quiz points.

Quizzes will be given periodically in class. There will be a total of 18 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 two quiz scores**. If you miss any quizzes (whether it is a planned absence or not), it would be a zero and that will be the lowest score that is thrown out. Quizzes may be individual or group, and open or closed book. They will vary.

Examinations:

There will be five 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. If have a calculator with only basic functions that you want to use in class, you can come and see me to get it approved. 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 which may be lowered at my discretion:

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

	<u>Points</u>	
Exams (4 @ 80 pts)	320	
Final exam	120	
Homework	80	
Learn Smart modules	30	
Quizzes	<u>80</u>	
Total	<u>630</u>	NO EXTRA CREDIT

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. This includes using electronics in an appropriate manor – no texting, surfing the web, etc..

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, and it will be reported to Gustavus administration. 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 students 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 staff, 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 (www.gustavus.edu/advising/disability/) is located in the Academic Support Center. Disability Services Coordinator, Kelly Karstad, (kkarstad@gustavus.edu or x7138), can provide further information.

Help for Multilingual Students

Support for English learners and multilingual students is available through the Academic Support Center’s Multilingual Learner Academic Specialist, Jody Bryant (jbryant2@gustavus.edu or x7197). The MLAS can meet individually with students for tutoring in writing, consulting about academic tasks, and helping students connect with the College’s support systems. When requested, the MLAS can consult with faculty regarding effective classroom strategies for English learners and multilingual students. The MLAS can provide students with a letter to a professor that explains and supports appropriate academic arrangements (e.g., additional time on tests, additional revisions for papers). Professors make decisions based on those recommendations at their own discretion. In addition, English learners and multilingual students can seek help from peer tutors in the Writing Center (www.gustavus.edu/writingcenter/).

Title IX is federal legislation that makes clear that violence and harassment based on sex or gender are civil rights violations. Gustavus Adolphus College takes incidents of sexual misconduct and sexual harassment seriously.

Sexual misconduct includes the following: non-consensual sexual contact, non-consensual sexual intercourse, sexual exploitation (taking non-consensual or abusive sexual advantage of another), intimate partner violence (physical, sexual, or psychological harm by a current or former partner or spouse), and stalking. (Please see the Student Sexual Misconduct Policy in the Gustavus Guide for more details and definitions or online at:

www.gustavus.edu/deanofstudents/policies/gustieguide/sexualassault.php#misconduct).

Sexual Harassment is any behavior of a sexual nature that is unwelcome, offensive or fails to respect the rights and dignity of another person whether of the same or opposite sex. (Please see the All-College Policy against Harassment and Sexual Harassment for examples and more details:

www.gustavus.edu/facultybook/allcollegepolicies/#Anchor-Sexua-60443 .)

As a student who may choose to share information about an incident of sexual misconduct or sexual harassment with a Gustavus employee, you need to know that if Gustavus employees become aware of an incident of sexual harassment or sexual misconduct, they have to report information about these events to the appropriate college authorities. This requirement is to make sure the College can support and protect students. So, if a faculty member becomes aware of an incident of sexual misconduct or sexual harassment, they must report what they know about this incident, including student names, to the Dean of Students Office within twenty-four hours.

The college will respect the confidentiality of the victim and alleged offender(s) as much as possible consistent with the College's legal obligations. Students also always have a choice as to whether to participate in an investigation or not.

The only exception to this reporting responsibility for Gustavus employees is that conversations with SART/CADA, Chaplains, Counseling Center staff, and professional health care staff may be kept strictly confidential. SART/CADA can be reached 24 hours a day at 507-933-6868.

If you have any questions, contact the Title IX Coordinator (Paula O'Loughlin, Associate Provost, at (507-933-7541) or Deputy Coordinators (Stephen Bennett, Associate Dean of Students, at 507-933-7526 or Ken Westphal, Vice President for Finance, at 507-933-7499)

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

Week	Date	Chapter	Subject
1	2/8-9/12	1,2	Introduction, Overview, Cost Concepts
2	2/15-2/16 2/17-2/19	3	Job Order Costing
3	2/22-2/24 2/26	Review	
4	2/29 Exam 1 3/1-3/4	1,2,3 4	Process Costing
5	3/7-3/9 3/11	5 6	CVP Relationships Variable Costing & Segmented Reporting
6	3/14-3/15 3/16 3/18 Exam 2	Review 4,5,6	
7	3/21-3/22 3/23	7 8	ABC Costing Master Budgeting
8	3/28-4/1	No class	Spring Break
9	4/4-4/8		
10	4/11 4/12 Exam 3 4/13-4/15	Review 7,8 9	Flexible Budgets & Performance Analysis
11	4/18-4/22	10	Standard Cost & Variances
12	4/25 4/26 Exam 4 4/27-4/29	Review 9,10 11	Performance Measurement in Decentralized Organizations
13	5/2 5/3-5/6	12	Differential Analysis: The Key to Decision Making
14	5/9-5/10 5/11-5/13	13	Capital Budgeting Decisions
15	5/16-5/17 5/18 5/19	Review <i>No Class</i>	<i>Reading Day</i>
16	Sat. 5/21 BH111 *SPECIAL TIME*	10:30-12:30 BH 111	Comprehensive Final Exam with an emphasis on Ch. 11-13