Cost Accounting – E/M 240
Gustavus Adolphus College
Fall 2011

Location/time: NAB 113 11:30 MTWF

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Office hours :
1:30 – 2:20 MWTh
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, 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. I will begin collecting and grading these participation assignments if it becomes obvious that students are not attempting them prior to class.

2. **Graded Assignments** will be problems assigned that you will work on your own in Excel or Word. 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 taken from the ***Cases and Readings Manual*** (at the online learning center mentioned above). You should develop a critical analysis, as required in the discussion questions for the case. These cases require the student to integrate several concepts and 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 problem** in Excel or Word. If their 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 will include an honor pledge with the case report that is turned in.

   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.

   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 and cases are 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 13 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 and 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:

	Points
Exams (5 @ 80 pt)	400
Homework	60
Cases	90
Quizzes	50
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 choses 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 students name on an attendance sheet; or otherwise practicing scholastic dishonesty.

Students with disabilities:
Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (1990) work together to ensure ‘reasonable accommodation’ and non-discrimination for students with disabilities in higher education. A student who has a physical, psychiatric/emotional, medical, learning or attention disability that may have an effect on the student’s ability to complete assigned course work should contact the Disability Services Coordinator in the advising Center, who will review the concerns and decide with the student what accommodations are necessary.

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

Date	Chapter	Participation Assignments	Graded Assigments	Cases
9/6	1			
9/7		1-24,28,44		
9/9	3	Ch.3 BE 3-21,22,24, 26-30		
9/12				
9/13			3-38,47,49,53	
9/14	4	Ch.4 BE17-26		
9/16		Case discussion		3-1
9/19				
9/20			4-36,43,45 part 1&2,54	
9/21	Review			
9/23	**Exam 1**	Chapters 1,3,4		
9/26	5	Ch. 5 BE 18-28		
9/27	??	**Accounting and	Auditing Student Conf.	**
9/28			5-30,33,62	
9/30			5-51,54,60	
10/3	6	Ch. 6 BE 18-26,27		
10/4	No class	Nobel Conference		
10/5	No class	Nobel Conference		
10/7		Case discussion		5-7
10/10			6-33,46	
10/11			6-47,51,52	
10/12	Review			
10/14	**Exam 2**	Ch. 5,6		
10/17	7	Ch. 7 BE 11-20,26		
10/18			7-32,35,37	
10/19			7-39,40,45	
10/21	10	Ch. 10 BE 21-30		
10/24	No class	Reading day		
10/25	No class	Reading day		
10/26		Case discussion		7-2
10/28			10-41,49	
10/31			10-61,66	
11/1				
11/2	Review			
11/4	**Exam 3**	Chapters 7,10		
11/7	11	Ch. 11 BE 24-33		
11/8			11-41,43,46,49	
11/9			11-36,46,50	
11/11	14	Ch. 14 BE 24-30		

Date	Chapter	In Class Assignments	Graded Assignments	Cases
11/14		Case discussion		11-
11/15			14-63,71,49	
11/16			14-68,63,47	
11/18	Review			
11/21	**Exam 4**	Chapters 11,14		
11/22	15	Ch. 15 BE 21-30		
11/23	No class	Thanksgiving break		
11/25	No class	Thanksgiving break		
11/28		Case discussion		14-
11/29				
11/30			15-32,33,34,58,59	
12/2	16	Ch. 16 BE 22-28		
			16-29,30,42	
12/5			16-33,42,53,55	
12/6	18	Ch. 18 BE 14-22		
12/7		Case discussion		16-
12/9				
			18-52,37	
12/12			18-38,40,43	
12/13				
12/14	Review			
12/15	No Class	Reading day		
12/16	**Final Exam** 3:30 – 5:30	Final Exam #5 on Ch.15,16,18		