

BUS 233E – Management Accounting I

3 credits, 3 hours

Students are provided with knowledge of the fundamentals of cost accounting methods and procedures. Initially, students learn cost concepts, the cost accounting cycle, cost terminology and cost behaviour. Next, students focus on job and process costing systems. Other topics may include cost allocation, operation and activity-based costing, standard costs and variance analysis.

Prerequisites: BUS 111 and BUS 131

Instructor

Greg Chandler
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Office Hours

Tuesday 6:00 – 6:30pm
Thursday 6:00 – 6:30pm

Hours of Instruction

Tuesday 6:30 – 9:30pm
Thursday 6:30 – 9:30pm

Required Resources

Cost Accounting: A Managerial Emphasis; Charles T. Horngren, Srikant M. Datar, Madhav V. Rajan, Louis Beaubien and Chris Graham; Seventh Canadian Edition; Pearson Canada Inc.; Toronto; 2010; ISBN 9780133138443

Access to Pearson MyAccountingLab

Recommended calculator: Texas Instruments BAII Plus

Course Outcomes

Upon successful completion of the course, the student shall be able to:

1. apply the fundamentals of management accounting to business situations
2. explain various cost classification methods
3. classify cost
4. determine cost functions using a variety of methods
5. determine costs using job costing concepts
6. determine costs using process costing concepts
7. allocate costs using various methods

Evaluation

| | |
|--------------|------------|
| Quizzes | 20% |
| Assignments | 20% |
| Midterm Exam | 30% |
| Final Exam | <u>30%</u> |
| Total | 100% |

A grade of C- is required for progression or transfer.

Grading System

| Descriptor | Alpha Grade | 4.0 Scale | Percent |
|---------------------|-----------------------|-----------|-----------|
| Excellent | A+ | 4.0 | > 93.9 |
| | A | 4.0 | 87 – 93.9 |
| | A- | 3.7 | 80 – 86.9 |
| Good | B+ | 3.3 | 77 – 79.9 |
| | B | 3.0 | 74 – 76.9 |
| | B- | 2.7 | 70 – 73.9 |
| Satisfactory | C+ | 2.3 | 67 – 69.9 |
| | C | 2.0 | 64 – 66.9 |
| | Progression C- | 1.7 | 60 – 63.9 |
| Poor | D+ | 1.3 | 57 – 59.9 |
| Minimum Pass | D | 1.0 | 50 – 56.9 |
| Failure | F | 0.0 | < 50 |

Proposed Schedule of Topics

| Date | Topic | Required Reading |
|---------|--|------------------|
| May 8 | The Accountant's Vital Role in Decision Making | Chapter 1 |
| May 10 | An Introduction to Cost Terms & Purposes | Chapter 2 |
| May 15 | Cost-Volume-Profit Analysis | Chapter 3 |
| May 17 | Job Costing | Chapter 4 |
| May 22 | Activity-Based Costing and Management | Chapter 5 |
| May 24 | Midterm Exam | Chapters 1 - 5 |
| May 29 | Period Cost Application | Chapter 14 |
| May 31 | Cost Allocation: Joint Products & Byproducts | Chapter 15 |
| June 5 | Revenue & Customer Profitability Analysis | Chapter 16 |
| June 7 | Process Costing | Chapter 17 |
| June 12 | Spoilage, Rework & Scrap | Chapter 18 |
| June 14 | Final Exam | Chapters 14 - 18 |

Please Note:

Date and time allotted to each topic is subject to change.

Performance Requirements

Student Responsibilities

It is your responsibility as a student to contact the Office of the Registrar to complete the forms for Withdrawal or Change of Registration, and any other forms. Please refer to the list of important dates as noted in the Academic Schedule in the Keyano College credit calendar.

More specific details are found in the Student Rights and Student Code of Conduct section of the Keyano College credit calendar. It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights and Student Code of Conduct Policies.

Student Attendance

Class attendance is useful for two reasons. First, class attendance maximizes a student's learning experience. Second, attending class is a good way to keep informed of matters relating to the administration of the course (e.g., the timing of assignments and exams). Ultimately, you are responsible for your own learning and performance in this course.

It is the responsibility of each student to be prepared for all classes. Students who miss classes are responsible for the material covered in those classes and for ensuring that they are prepared for the next class, including the completion of any assignments and / or notes that may be due.

Academic Misconduct

Students are considered to be responsible adults and should adhere to principles of intellectual integrity. Intellectual dishonesty may take many forms, such as:

- Plagiarism or the submission of another person's work as one's own
- The use of unauthorized aids in assignments or examinations (cheating)
- Collusion or the unauthorized collaboration with others in preparing work
- The deliberate misrepresentation of qualifications
- The willful distortion of results or data
- Substitution in an examination by another person
- Handing in the same unchanged work as submitted for another assignment
- Breach of confidentiality.

The consequences for academic misconduct range from a verbal reprimand to expulsion from the College. More specific descriptions and details are found in the Student Rights and Student Code of Conduct section of the Keyano College credit calendar. It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights and Student Code of Conduct Policies.

In order to ensure your understanding of the concept of plagiarism, you must successfully complete the online tutorial found on ilearn.keyano.ca. Then print the certificate, sign it, and show it to each of your instructors. Your course work will not be graded until you show this signed certificate.

Specialized Supports

The Student Academic Support Services (SASS) department: Accessibility Services, Skill Centre and Wellness Services, work together to support student success at Keyano College.

Accessibility Services (CC167) supports student success through group and individualized instruction of learning, study and test taking strategies, and adaptive technologies. Students with documented disabilities, or who suspect a disability, can meet with the Learning Strategists to discuss accommodation of the learning barriers that they may be experiencing. Students who have accessed accommodations in the past are encouraged to visit our office at their earliest opportunity to discuss

the availability of accommodations in their current courses. Individual appointments can be made by calling 780-791-8934.

Skill Centre (CC119) provides a learning space where students can gather to share ideas, collaborate on projects and get new perspectives on learning from our tutorial staff. Students visiting the centre have access to one-to-one or group tutoring, facilitated study groups, and assistance in academic writing. The Skill Centre's Peer Tutor program provides paid employment opportunities for students who have demonstrated academic success and want to share what they have learned. Tutoring is available free to any students registered at Keyano College on a drop in basis, from 9:00 am to 5:00 pm Monday through Friday. Additional evening hours are subject to tutor availability and are posted in the Skill Centre.

Wellness Services (CC260) offers a caring, inclusive, and respectful environment where students can access free group and individual support to meet academic and life challenges. Mental Health Coordinators offer a safe and confidential environment to seek help with personal concerns. The Mindfulness Room in CC260 is available as a quiet space for students to relax during regular office hours. Wellness Service welcomes students to participate in any of the group sessions offered throughout the academic year addressing such topics as Mindfulness and Text Anxiety. Individual appointments can be made by calling 780-791-8934.

Please watch your Keyano email for workshop announcements from our Student Academic Support Services team.
