

Course Syllabus
Welcome to ACC 118, Managerial Accounting
(This course has been renamed for Fall 2017 ACC 117 Principles of
Managerial Accounting)
4 Credits CRN 2002
Summer, 2017

Print this for future reference

This course is a 34 day course that covers all the same material as a standard 15 week course. As such, it requires a commitment on the part of the student to work each day on the assignments in order to complete the work on time. Assignments could be due in as little as 2 days. This is not an open-ended course where students can submit as they wish. It is a very organized 34 days of work. There are no makeups for any exercise, problem, quiz, or test. Do not take this course if you cannot give it the time necessary as you will be disappointed. I am committed to help students succeed in this course but the commitment must also be the student's.

You must check in on BlackBoard every day. I post Announcements there. It is the only way to communicate to you so you must read them.

Prerequisites: ACC 115

General Information:
Meeting Time and Place;
Online

Faculty: Professor Nancy L Kelly
Email: College nkelly@mxcc.edu; However, students must use the email in BlackBoard to correspond with me.

Scope of the Course:

Accounting 118 is the study of accounting that generates management information for use in economic decision-making. It studies cost-benefit criteria and behavioral implications of actions and strategies for setting long and short-range goals. Accounting 118 studies the process of producing financial operating information for organizational employees and managers. The student will learn how to use an information system that collects operational and financial data, processes, stores, and reports the data to users for purposes of feedback on their performances

Course Learning Outcomes:

Accounting 118 studies the process of producing financial operating information for organizational employees and managers. The student will:
Understand how to develop and use the Statement of Cash Flow
Understand the process of financial analysis of a company

Understand how managerial accounting is used in companies
Understand and apply the terminology of cost accounting
Understand and apply job-order-costing system that tracks the flow of costs to products
Understand and apply the concepts of process costing
Understand and apply the concepts of cost behavior
Understand the relationship between management decision making and cost behavior using CVP
Use activity-based cost information to improve the operations of an organization
Understand and construct master budgets
Understand and construct flexible budgets
Understand responsibility centers, performance systems and the Balanced Scorecard

Detailed course outcomes are listed on the Course Outline which is made available to the students.

Importance of Course

Managerial Accounting is the study of accounting that generates management information for use in economic decision-making. It studies cost-benefit criteria and behavioral implications of actions and strategies for setting long and short-range goals. It studies the process of producing financial operating information for organizational employees and managers. The student will learn how to use an information system that collects operational and financial data, processes, stores, and reports the data to users for purposes of feedback on their performances. Management accounting produces information for managers within an organization. It is the process of identifying, measuring, accumulating, analyzing, preparing, interpreting, and communicating information that helps managers fulfill organizational objectives. In contrast, financial accounting produces information for external parties which is studied in Financial Accounting and in the Intermediate Accounting I and II courses. It is important that student understand the use of accounting in both the internal and external environment. Students who are seeking positions that are in costing, purchasing and procurement, or budgeting departments or who are looking to attain management positions in companies will benefit greatly from this class. This class is required in the Accounting Program and recommended for the Business Administration students. This course is part of the business core of all universities' Schools of Business and transfers to all known colleges and universities.

Accounting Program Learning Outcomes:

Program Learning Outcomes are to provide students with the opportunity to:

- Develop the ability to organize, analyze, and interpret numerical data through knowledge and comprehension of accounting concepts and principles (LO1)
- Develop the strategic and critical thinking skills through development of the ability to identify, gather, measure summarize, verify, analyze, and interpret useful financial and non-financial data (LO2)
- Develop the ability to identify and solve unstructured problems in unfamiliar setting and exercise judgment based on facts. (LO3)
- Develop communication through development of proficiency in oral/written/electronic communication skills and the development of the ability to explain financial data to others. (LO4)
- Develop leadership skill through the development of the ability to work collaboratively, including organization, control, and assessment of group-based work, and provide leadership when appropriate. (LO5)
- Develop the skills to apply current technology including the ability to use spreadsheet software to analyze business problems, communicate using work processing and presentation software, access information via internet, and understand information integrity and security issues. (LO6)
- Develop a professional orientation through awareness of legal, regulatory, and ethical issues facing the profession, awareness of global financial practices, and understanding the methods for creating and managing change in organizations (LO7)

Text and other related material:

- **TITLE:Horngren's Financial & Managerial Accounting Chapters 1-26, Student Value Edition (loose leaf)& NEW MyAccountingLab with Pearson eText -- Access Card Pack. We use chapters 14-26 in Managerial Accounting.**
- **AUTHOR:Nobles**
- **EDITION:4th**
- **PUBLISHER:PEARSON EDUCATION**
- **ISBN:9780133451238 OR access code with EBook 9780133877601**
- **If you wish to only have ebook you can order at the bookstore or online at <https://pearsonmylabandmastering.com/students/>. Watch registration overview. You will be able to use the rest of the book and the code if you have taken the Financial Accounting Fall 2016 or Spring 2017.**

Important: Students should link their college email to their own personal email so that they get all the correspondence.

Log into www.my.commnet.edu

Other student resources are available online.

Blackboard

This course will use the online site called **Blackboard** Learn. Access is through www.my.commnet.edu. Students who have not used Blackboard should go through the orientation material. Students can access important material from anywhere through the course's web site. This site includes copies of all course information (Syllabus, Course Outline, Assignment Sheet), lecture notes, email, discussion.

Students will also use the tool **MyAccountingLab (MAL)** for homework and quizzes/tests and additional study resources.

My Accounting Lab (called MAL from not on)

You are required to register in the CORRECT myaccountinglab.com section. Log into BlackBoard. Go to the **My Accounting Lab** side tab. See **How to Register for MAL** link for the information.

If you register for the wrong course your work will not transfer to the correct course and you will have to start over. The textbook that you purchased from the bookstore provides a ONE-time use access code that allows you access to MAL for one year.

You should access MAL through the BlackBoard site for this course so you can see any announcements or email that has been posted. If Blackboard is down you can go to pearsonmylabandmastering.com as an alternative choice.

Chapter Learning objectives, assignments and assessments

Listed with each chapter are the learning objectives (LO on the Assignment Sheet), the reading assignments, and exercises and problems. The schedule of the chapters is given in the **Assignment Sheet**. **It is important that you print this Assignment Sheet out and check it for this information**

Grading policies:

Student will be given assignments that develop problem solving and analytical skills. Hands-on assignments will occur to encourage interaction. Students will be tested frequently on the specific objectives. There will be a focus on teaching the student to learn on his or her own.

Grade is determined as follows:

3 Tests	300 points	approx	45% of grade
10 out of 11 Quizzes	100 points		16% of grade
20 of 25 Problems	100 points		15% of grade
56 of 63 Exercises	<u>159 points</u>		<u>24% of grade</u>
	659 points		100%

Quizzes are multiple choice on the reading with some calculation.possible. Each quiz is worth 10 points, lowest 1 quiz grade will be dropped. Homework **Problems** are worth 5 points each, 5 lowest problems dropped. Homework **Exercises** are worth 3 points each and lowest 7exercises are dropped. **Tests** are problem-based and are similar to the assigned exercises and problems. It is important that all assignments should done.

THERE ARE NO MAKE-UPS GIVEN FOR ANY ASSIGNMENT OR ASSESSMENT UNLESS ARRANGEMENTS HAVE BEEN MADE BETWEEN INSTRUCTOR AND STUDENT PRIOR TO THE ASSESSMENT. This means that the instructor and student have emailed and an alternative time has been arranged. There shall be no assumption that a make-up will be allowed.

ALL HOMEWORK ARE ALSO DUE ON THE DATES GIVEN. LATE SUBMISSION IS NOT ACCEPTED. ONLY A WRITTEN DOCTOR'S EXCUSE WILL BE ACCEPTED AND THE STUDENT HAS INFORMED THE INSTRUCTOR OF THE ILLNESS IMMEDIATELY. Student joining the class late cannot take missed assignments for a grade. The dropped grades would apply to these assignments.

Testing:

Quizzes and **Tests** are taken through the My Accounting Lab program (MAL) under Assignment/Take Quiz/Test on the days specified in the **Assignments Sheet**. **There are no make-ups for any testing** unless you have a doctor's note and have my permission before the assessment. Failure to take the assessment will result in a grade of 0

Exercises and Problems (through MAL):

Exercises and **Problems**, found in MAL under Assignment/Homework, have been identified with an "E" or "P" and deal with specific Learning Objectives. These are graded. Doing these as you learn the topics in the chapters help you to master the chapter in smaller segments. Assessments are taken from these exercises and problems so it is very important that you complete all assignments. You are allowed 2 attempts for each assignment in order to improve your score and master the material. Late assignments are not accepted for any reason. You may do (or redo) the assignment for no grade in the **Study Plan** area of MAL.

Ask My Instructor

Within a MAL assignment, Under **Question Help**, there several help aids including a function called **Ask My Instructor**. If you are working on an exercise or problem and have a question on it, you should send me the question though this link. It allows me to see the problem you are working on. **Be aware that I am on the site early in the morning** so I may not see your request until the next morning. Allow 24 hours for a response.

Study Plan (in MAL)

Within MAL there is a link on the left called **Study Plan**. When you click on it you will see an underlined item that says [View all chapters](#). Find the chapter you want to redo the assignment for. Once in that site you will need to look for that particular assignment by looking at all the objectives. When you find it, ie P17-40 under Chapter 17, you can redo that problem as many times as you like. It corrects the work but does not record a grade.

Outcome Assessment

A course outline is available in BlackBoard listing the learning objectives for each chapter.

Students will be given for homework, assignments that develop problem-solving and analytical skills. Students will be tested frequently on the specific objectives with chapter quizzes and chapter tests. The assignment sheet indicates the dates of each of the quizzes and tests. Assignments and grading procedure is subject to change. Students will be notified of any changes. There will be a focus on teaching the student to learn on his or her own. A computerized final project will be completed which will integrate most of the learning objectives into one project. Students who successfully complete this course will have achieved the learning objectives as stated in the Course Outline

College Policies and Procedures:

Attendance Policy

This class moves very quickly. Attendance online cannot be overstressed for this course. There is a proven correlation between attendance and the degree of success. In addition to testing and homework requirements, it is the responsibility of the individual student to seek help if they are having difficulty. Students should inform me early in the semester before the difficulties become too great.

Withdrawals:

You need to follow the college's withdrawal policy. The student can email me the request for withdrawal thru my office email and I will respond. The student must then contact the Records Office for how they prefer the withdrawal handled. **I do not do that. Withdrawal date for summer is July 31. Students who fail to follow procedure will receive the grade they have earned. No exceptions.**

IMPORTANT COLLEGE POLICIES!! PLEASE READ CAREFULLY!

For information about the college's policies and procedures regarding academic honesty, accessibility/disability services, attendance, audio-recording in the classroom, grade appeals, plagiarism, religious accommodations, weather and emergency closings, and more, please go to the following website: www.mxcc.edu/catalog/syllabus-policies/ or scan the QR code with your smart phone. Also, please become familiar with the policies regarding nondiscrimination, sexual misconduct, and general student conduct at the following website: www.mxcc.edu/nondiscrimination/.



NON-DISCRIMINATION STATEMENT

Middlesex Community College does not discriminate on the basis of race, color, religious creed, age, sex, national origin, marital status, ancestry, present or past history of mental disorder, learning disability or physical disability, sexual orientation, gender identity and expression or genetic information in its programs and activities. In addition, the College does not discriminate in employment on the additional basis of veteran status or criminal record.

The following people have been designated to handle inquiries or complaints regarding non-discrimination policies and practices:

- *Primary Title IX Coordinator
Dr. Adrienne Maslin
Dean of Students/Title IX and Section 504/ADA Coordinator
amaslin@mxcc.edu; 860-343-5759; Founders Hall Room 123*
- *Secondary Title IX Coordinator
Director of Human Resources, Middlesex Community College
mphillips@mxcc.edu; 860-343-5751; Founders Hall Room 115*

Respect is valued highly in my class. Respect from instructor to student, student to instructor and student to student. I thank you in advance for adhering to this value.