

**Course Syllabus**  
**Welcome to ACC 117, Principles of Managerial Accounting**  
**3 Credits**  
**FALL 2019**

**Prerequisites:** ACC 113 or ACC 115

**Meeting Time and Place:** Online  
**Faculty:** Dr. James Page  
**Office Location:** Room 313 Wheaton Hall  
**Email:** jpage@ncc.commnet.edu  
**Cell Phone:** 203.613.9449  
**Office Hours:** by appointment (Remotely)

**Scope of the Course:**

Accounting 117 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 117 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 117 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 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
- 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
- Develop the ability to identify and solve unstructured problems in unfamiliar setting and exercise judgment based on facts.
- Develop communication through development of proficiency in oral/written/electronic communication skills and the development of the ability to explain financial data to others.
- 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.
- 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.

- 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

**Students completing this course will be able to:**

- Quantitative Reasoning (E)
  1. Represent mathematical and quantitative information symbolically, graphically, numerically, and verbally.
  2. Apply quantitative methods to investigate routine and novel problems. This includes calculations/procedure, mathematical and/or statistical modeling, prediction, and evaluation.
  3. Interpret mathematical and quantitative information and draw logical inferences from representations such as formulas, equations, graphs, tables, and schematics
  4. Evaluate the results obtained from quantitative methods for accuracy and/or reasonableness
- Continuing Learning/Information Literacy (E)
  1. Demonstrate competency in using current, relevant technologies to solve problems, complete projects, and make informed decisions.
  2. Access, navigate, identify and evaluate information that is appropriate for their need(s) and audience(s).
  3. Synthesize information to broaden knowledge and experiences and produce both independent and collaborative work
- Critical Analysis/Logical Thinking (E)
  3. Analysis: Break subject matter into components and identify their interrelations to ascertain the defining features of the work and their contributions to the whole.
- Written Communication in English (E)
  3. Craft Logical Arguments
    - Generate a controlling idea or theses
    - Provide clear and logical evidence, support, or illustration for their assertions
    - Choose appropriate and effective organizing methods, employing effective transitions and signposts

(D) Designated) (E) (Embedded)

**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:6th**
- **PUBLISHER:PEARSON EDUCATION**
- **ISBN:9780134642857**

or

- **EBook with access code ISBN: 9780134450810 (this is not recommended unless you have two screens – you would have to toggle back between the book and the homework)**

or

- ***You will be able to use the rest of the book and the code if you have taken the Financial Accounting Summer or Spring 2019. No new text required.***

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

**Log into [www.my.comnet.edu](http://www.my.comnet.edu)**

Other student resources are available online.

## **Blackboard**

This course will use the online site called **Blackboard** Learn. Access is through [www.my.comnet.edu](http://www.my.comnet.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, outline, Assignment Sheet), lecture notes, email, discussion, etc.

Students will also use the tool **MyAccountingLab (MAL)** for some homework and all quizzes. There are also additional study resources in MAL and on Blackboard. If you have taken Financial Accounting within the past year you will still be able to use the MAL access code for this course.

You are required to register in the CORRECT [myaccountinglab.com](http://myaccountinglab.com) section. Log into BlackBoard for this course. 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. So again, if you took Financial Accounting in the spring summer or fall of 2019 you are able to use that code for this class

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](http://pearsonmylabandmastering.com) as an alternative choice

### **Chapter Learning objectives, assignments and assessments**

Listed with each chapter are the learning objectives, the reading assignments, and exercises and problems. The schedule of the chapters is given in the **Assignment Sheet and in the important due dates**. It is important that you check this sheet for this information. Since the dates are given, there is no excuse accepted for missing an assignment or test. You must complete assignments on time. This is a five week course and there is no way you can catch up if you get behind.

**Announcements** found in Blackboard are an important part of this course. I correspond with you mainly by posting new announcements which are sent to your college email. Make sure you have linked your college email to your personal email. If I have posted an announcement you are responsible for the contents.

### **Grading policies:**

Student will be given assignments that develop problem solving and analytical skills. Students will be tested frequently on the specific objectives through homework, excel assignments and exams. As this is an accelerated course, it is highly critical you keep up with all assignments. If you need assistance, contact me as soon as possible. I will respond to e-mails, text messages and phone calls within 24 hours, except for Sundays.

Grade is determined as follows

<b>Mid-Term</b>	<b>30%</b>
<b>Final Exam</b>	<b>30%</b>
<b>Excel Assignments</b>	<b>20%</b>
<b>MAL Exercises</b>	<b>10%</b>
<b>MAL Problems</b>	<b><u>10%</u></b>
	<b>100%</b>

Tests will be accessed and completed through Blackboard.

All exercises are to be accessed through My Accounting Lab (MAL). Homework problems will be accessible on MAL. I expect all homework or classwork

assignments will be completed by the due date. If you need an extension on homework or classroom assignments, you must obtain my permission. As this is a short class I will only grant permission for unique situations.

**If you miss taking an exercise or MAL problem, you can still practice them for no grade through the Study Plan.**

### **MXCC Letter grades:**

Grade Scale

A = 93-100

A - = 90-92.49

B+ = 87-89.49

B = 83 -86.49

C+ = 77-79.49

C = 73 - 76.49

C- = 70-72.49

D+ = 67 - 69.49

D = 63 - 66.49

D- = 61 - 62.49

F = 60 and below

**Exercises and Problems**, found in MAL or Blackboard under Assignment/Homework, have been identified with an “E” or “P” and deal with specific Learning Objectives. Exercises are pass/fail while Problems will be graded. Doing these as you learn the topics in the chapters help you to master the chapter in smaller segments. Tests are taken from these exercises and problems so it is very important that you complete all assignments. However, if you miss a MAL Exercise assignment you may do (or redo) the assignment. You can also go back and take them again.

### **Ask My Instructor**

Within the MAL there is a function called **Ask My Instructor**. If you are working on an exercise or MAL problem and have a question on it you should send me the question through this link. It allows me to see the problem you are working on. Allow 24 hours for a response. You can also e-mail with questions. Some problems/exercises have a [Help me solve this function](#) in the same drop-down menu in the right corner. This will walk you through the problem. A great service if it is late at night.

### **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 P14-34

under Chapter 14, you can redo that problem as many times as you like. It corrects the work but does not record a grade. There is no requirement for doing any assignments in the Study Plan but it is a very helpful tool.

### **Tutoring**

Tutoring is available for students both by the instructor during office hours and online with resources mentioned above. There is also an Accounting tutor, Ms. Landi Hou, available during the day Monday through Thursday. Her hours will be posted outside Room 313. It is important that students who need help seek assistance early in the semester.

### **Communication Policy**

In addition to testing and homework requirements, it is the responsibility of the individual student to seek help if they are having difficulty. There are several resources available. Students should seek out these sources early in the semester before the difficulties become too great. I am available by e-mail or phone call most days. I will respond to e-mails within one to two business days, except for Sundays and holidays.

### **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 excel assignments and chapter tests. The assignment sheet indicates the dates of each of the assignments and tests. Assignments and grading procedure are 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. Students who successfully complete this course will have achieved the learning objectives as stated in the Course Outline

### **College Policies and Procedures:**

#### **Attendance Policy**

Attendance in class or on-line 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. **Date to file for withdrawal is October 25th. No exceptions.**

**IMPORTANT COLLEGE POLICIES!! PLEASE READ CAREFULLY!**

For information about the college's policies and procedures regarding non-discrimination statement, 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:

<https://www.mxcc.edu/catalog/academic-policies>

### Weekly assignment sheet

Date	Chapter	LO	Weekly Assignments	
<b>Before Week 1</b>	Introduction to Class		Introduce yourself to class – Do a review of Review Financial Statements from your Financial Accounting notes	
<b>Week 1</b> 9/29 – 10/6	<b>Ch 14 Statement of Cash Flows pp. 733-749</b>  <b>Ch 16 Introduction to Managerial Accounting pp. 859-880</b>	1-3  1-5	E14-18, E14-21 E14-24  E16-13, E16-15, E16-19, E16-20, E16-21	P14-34A (MAL) P14-35A Excel Assignments on Blackboard (BB)  P16-26A (MAL), P16-29A(MAL) P16-23A (Excel) + Excel Assignments on BB
<b>Week 2</b> 10/7-10/13	<b>Ch 17 Job Order Costing pp 907-929</b>  <b>Quiz Ch 17 (MAL)</b>  <b>Ch 18 Process Costing pp 962-997</b>  <b>Quiz Ch 18 (MAL)</b>  <b>Ch 19 Cost Management Systems pp. 1028-1045</b>	1-6	E17-16, E17-17, E17-18, E17-20, E17-22   No chapter 18 MAL exercises	P17-30A (MAL) P17-31A (MAL) P17-32A (Excel on BB)   Ch 18 Excel Assignments on BB



	<b>Quiz Ch 19 (MAL)</b>		E19-17, E19-20	P19-33A (MAL) No BB Excel assignments chapter 19
<b>Week 3</b>  10/14- 10/20	<b>Mid-Term (is on Blackboard)</b>  <b>Ch 20 Cost-Volume-Profit Analysis</b> pp 1088-1105  <b>Quiz Ch. 20 (MAL)</b>  <b>Discussion Board</b>  <b>Ch 21 Variable Costing</b> pp 1142-1161  <b>Quiz Ch. 21 (MAL)</b>	1-4	Mid-term - BB  E20-22, E20-23, E20-24, E20-27, E20-29, E20-32  E21-16, E21-17, E21-18, E21-21, E21-23, E21-22	P20-38A (MAL), P20-45B (MAL) P20 -39A (Excel BB) P20-44B (Excel on BB) + Excel Assignments on BB  P21-28A (MAL) P21-32B (MAL) P21-27A (Excel on BB)
<b>Week 4</b>  10/21- 10/27	<b>Ch 22 Master Budgets</b> pp 1184-1198  <b>Ch 23 Flexible Budgets and Standard Cost Systems</b> pp 1266-1288  <b>Quiz Ch 23 (MAL)</b>  <b>Discussion Board</b>  <b>Ch 24 Responsibility Accounting</b> pp 1324-1339	1-3  1-4     1-3	No Ch 22 Exercises  E23-15, E23-17, E23-30, E23-21, E23-23  E24-11, E24-14	Excel Assignments on BB  P23-25A (MAL) P23-28A (MAL) P23-30B (Excel on BB) Additional Excel assignments on BB  P24-24B (MAL)
<b>Week 5</b>  10/27- 11/3	<b>Ch 25-Short-Term Business Decisions</b> pp 1374-1398  <b>Quiz Ch 25 (MAL))</b>	1-4	E25-10, E25-11, E25-12, E25-17, E25-18, E25-19	P25-25A (MAL) P25-26A (MAL) P25-31A (Excel BB)

	<b>Ch 26 Capital Investment Decisions</b> pp 1426-1457  <b>Final Exam – is on Blackboard and due 11/3 at 11:59pm</b>	1-4	E26-16, E26-18, E26-22, E26-24	+ Excel Assignments  No Problems or Excel assignments for CH 26
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