

ACCT 2302.004
Principles of Managerial Accounting
Syllabus
Spring 2022

Contact Information:

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Office hours: Tuesday and Thursday 3:30 p.m – 5:00 p.m or by appointment

Classroom: Soules College of Business 00212
Class time: Tuesday/Thursday 2:00 - 3:20PM

Course Description: Accounting concepts and methods used in managerial planning, control, and decision-making. Topics include budgetary planning, control and analysis, responsibility accounting; costing techniques; standard costs; cost-volume-profit relationships; and capital budgeting.

Prerequisite: ACCT 2301

Course Objectives: Managerial accounting is a sub-discipline of accounting concerned with the information needed by managers to effectively plan, control and make decisions about company operations. The study of managerial accounting crosses disciplines, because the managerial accounting system must provide information that is useful in financing, operating, marketing, research and development and myriad other activities of a company. The primary objective of this course to provide you with the knowledge and tools to effectively use managerial accounting information. The specific knowledge and tools objectives include:

- Understand how to allocate costs and why.
- Develop basic concepts of various cost allocation methods and their implications.
- Understand cost behavior and cost, volume and profit relationships
- Understand how to use accounting information for planning, decision making and continuous improvement.
- Develop insight into the evaluation and managing of performance.

Required Course Materials:

Please read the following carefully as there are several different options for you to purchase this book and the Connect access.

Textbook: *Fundamental Managerial Accounting Concepts, 9th Edition, Edmonds and Olds*, (McGraw Hill) ISBN: 978-1-260-43383-8 (Loose Leaf Version). **NOTE AN E-BOOK IS AVAILABLE. FOLLOW THIS LINK (search by ISBN number) FOR ALL BUYING OPTIONS:** <https://www.mheducation.com/highered/>

A student of this institution is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may be also available from an independent retailer, including an online retailer. I only require that you purchase the Connect code since it comes with a free eBook. You must purchase the Connect access code in order to complete online homework and accounting problems. **I accept HW submitted through Connect only. I will not accept HW submitted as email attachment or in any other form.**

The eBook with Connect access is the cheapest option but most students find it much easier to use and follow along in class with an actual hardback textbook. Be aware that if you choose to only purchase the Connect code and use an ebook, the code is only valid for one semester.

Do not use Internet Explorer as your browser. Please use **Chrome or Firefox** as your browser for Connect. I am told those suffer from fewer problems than other browsers.

Please see Canvas under the heading of "Getting Started" for the registration instructions. There is a fee. Contact CONNECT tech Support if you are having issues with their web site: 800-331-5094.

Caution: Connect grades your homework automatically, so your answer must be exact. If the solution requires two decimal points, 38.20 is correct, but 38.2 is not. Similarly, if the solution requires that the answer be in percentages, 28% is correct but .28 is not. If you find that your solution is marked incorrect when you use the "Check Answer" feature, make sure you have expressed your solution exactly as the problem requires.

Assessment: Your grade will be based on the following:

Test 1 (Topic 1-3)	15%
Test 2 (Topic 4-6)	15%
Final exam (Topic 7-10; cumulative)	25%
Budgeting Project	15%
Homework	30%
Total	<u>100%</u>

Grades will be assigned based on a 90, 80, 70, 60 percentage scale.

Tests: There will be two midterm exams and one final exam. The first midterm exam will cover topics up to the exam date. The second midterm exam will cover topics between the two midterm exams. The final exam will be cumulative, covering all topics during the semester. You are allowed to use only the following items during exams: a four-function calculator, pencils or pens, and erasers. Exam format may include problems, multiple choice questions, and short-answer questions. There are no make-up examinations. Please see the syllabus for exam dates.

If you cannot take the test/exam on the scheduled date due to legitimate reasons, you need to make an arrangement with me to take the test/exam before the scheduled date. **There are no make-up quizzes, tests or exams, except for medical emergency.** Proper documentation must be submitted if requested. No late submission will be accepted without notice in advance or proper documentation.

Budgeting project: Each group is required to prepare a set of budgets for a manufacturing company in Excel. Each group should not consist of more than **three** members. It is assumed that you have basic spreadsheet skills to complete this assignment. You must acquire these skills before enrolling in this course. Each student in the group will receive the same grade based on the quality of the report, except for peer evaluations (to improve participation and commitment of all group members). Plagiarism on a group assignment will impact the grade of all members of the group. Submission and grading guidelines will be available on Canvas. No late submission will be accepted for any reason.

Individual Homework: There are 10 homework assignments. You are required to work on these assignments independently. Copying others' work is strictly forbidden. 20% of points will be deducted for each day late.

Attendance: Regular class attendance is expected of all students and critical to your understanding of the material. You are responsible for all material covered in class during your absence. If you miss a class, it is your responsibility to obtain a copy of lecture notes, solutions to in-class problems, and any handouts distributed during class from a willing and responsible classmate.

Attendance will be taken on a regular basis. If you have to miss any class, please let me know as soon as possible (ideally prior to the beginning of the class) via email.

- Excused absences will not negatively impact your grade but must be accompanied by written documentation.
- You are allowed two unexcused absences. After the second unexcused absence, your additional unexcused absence(s) will reduce your overall grade by 2%.

University Policies and Information

- **Withdrawing from Class** - Students you are allowed to [withdraw](#). (drop) from this course through the University's [Withdrawal Portal](#). Texas law prohibits students who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at other 2-year or 4-year Texas public colleges and universities. Make sure to consider the impact withdrawing from this class has on your academic progress as well as the financial implications. We encourage you to consult your advisor(s) and financial aid for additional guidance. CAUTION #1: Withdrawing before census day does not mean you get a full refund. Please see the [Tuition and Fee Refund Schedule](#). CAUTION #2: All international students must check with the [Office of International Programs](#). before withdrawing. All international students are required to enroll full-time for fall and spring terms.
- **Final Exam Policy:** Final examinations are administered as scheduled. If unusual circumstances require that special arrangements be made for an individual student or class, the dean of the appropriate college, after consultation with the faculty member involved, may authorize an exception to the schedule. Faculty members are required to maintain student final examination papers for a minimum of three months following the examination date.
- **Incomplete Grade Policy:** If a student, because of extenuating circumstances, is unable to complete all of the requirements for a course by the end of the semester, then the instructor may recommend an Incomplete (I) for the course. The "I" may be assigned in lieu of a grade only when all of the following conditions are met: (a) the student has been making satisfactory progress in the course; (b) the student is unable to complete all course work or final exam due to unusual circumstances that are beyond personal control and are acceptable to the instructor; and (c) the student presents these reasons prior to the time that the final grade roster is due. The semester credit hours for an Incomplete will not be used to calculate the grade point average for a student. The student and the instructor must submit an Incomplete Form detailing the work required and the time by which the work must be completed to their respective department chair or college dean for approval. The time limit established must not exceed one year. Should the student fail to complete all of the work for the course within the time limit, then the instructor may assign zeros to the unfinished work, compute the course average for the student, and assign the appropriate grade. If a

grade has not been assigned within one year, then the Incomplete will be changed to an F, or to NC if the course was originally taken under the CR/NC grading basis.

- **Grade Appeal Policy:** - UT Tyler's Grade Appeal policy requires the completion of a Grade Appeal form for this action to take place. The grade appeal begins with the instructor of your course. If you do not agree with the decision of the instructor, you may then move your appeal to the department chair/school director for that course. If you are still dissatisfied with the decision of the chair/director, you may move the appeal to the Dean of the College offering that course who has the final decision. Grade appeals must be initiated within sixty (60) days from the date of receiving the final course grade. The Grade Appeal form is found on the [Registrar's Form Library](#).
- **Disability/Accessibility Services:** The University of Texas at Tyler has a continuing commitment to providing reasonable accommodations for students with documented disabilities. Students with disabilities who may need accommodation(s) in order to fully participate in this class are urged to contact the Student Accessibility and Resources Office (SAR) as soon as possible to explore what arrangements need to be made to ensure access. If you have a disability, you are encouraged to visit the [SAR Portal](https://hood.accessiblelearning.com/UTTyler/). (<https://hood.accessiblelearning.com/UTTyler/> (Links to an external site.)) and complete the New Student Application. For more information, please visit the [SAR webpage](#) or call 903.566.7079.
- **Military Affiliated Students:** UT Tyler honors the service and sacrifices of our military affiliated students. If you are a student who is a veteran, on active duty, in the reserves or National Guard, or a military spouse or dependent, please stay in contact with me if any aspect of your present or prior service or family situation makes it difficult for you to fulfill the requirements of a course or creates disruption in your academic progress. It is important to make me aware of any complications as far in advance as possible. I am willing to work with you and, if needed, put you in contact with university staff who are trained to assist you. Campus resources for military affiliated students are in the [Military and Veterans Success Center \(MVSC\)](#). The MVSC can be reached at MVSC@uttyler.edu, or via phone at 903.565.5972.
- **Academic Honesty and Academic Misconduct:** The UT Tyler community comes together to pledge that "Honor and integrity will not allow me to lie, cheat, or steal, nor to accept the actions of those who do." Therefore, we enforce the [Student Conduct and Discipline policy](#) in the Student Manual Of Operating Procedures (Section 8).
- **FERPA** - UT Tyler follows the Family Educational Rights and Privacy Act (FERPA) as noted in [University Policy 5.2.3](#). The course instructor will follow all requirements in protecting your confidential information.
- **COVID Guidance**
 - **Information for Classrooms and Laboratories:** Students are required to wear face masks covering their nose and mouth, and follow social distancing guidelines, at all times in public settings (including classrooms and laboratories), as specified by [Procedures for Fall 2020 Return to Normal Operations](#). The UT Tyler community of Patriots views adoption of these practices consistent with its [Honor Code](#) and a sign of good citizenship and respectful care of fellow classmates, faculty, and staff.

Students who are feeling ill or experiencing symptoms such as sneezing, coughing, or a higher than normal temperature will be excused from class and should stay at home and may join the class remotely. Students who have difficulty adhering to the Covid-19 safety policies for health reasons are also encouraged to join the class remotely. Students needing additional accommodations may contact the Office of Student Accessibility and Resources at University Center 3150, or call (903) 566-7079 or email saroffice@uttyler.edu.

- **Recording of Class Sessions:** Class sessions may be recorded by the instructor for use by students enrolled in this course. Recordings that contain personally identifiable information or other information subject to FERPA shall not be shared with individuals not enrolled in this course unless appropriate consent is obtained from all relevant students. Class recordings are reserved only for the use of students enrolled in the course and only for educational purposes. Course recordings should not be shared outside of the course in any form without express permission.
- **Absence for Official University Events or Activities:** This course follows the practices related to approved absences as noted by the Student Manual of Operating Procedures ([Sec. 1-501](#)).
- **Absence for Religious Holidays:** Students who anticipate being absent from class due to a religious holiday are requested to inform the instructor by the second class meeting of the semester.
- **Campus Carry:** We respect the right and privacy of students who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.utt Tyler.edu/about/campus-carry/index.php>.

Tentative Course Schedule, Fall 2022

Date	Class topic	HW* and others
W1: Aug. 22-28	Introduction; Financial Accounting Review Topic 1: Introduction to Managerial Accounting (Chap. 1, 4, & 11)	
W2: Aug. 29-Sep. 4	Topic 1: Introduction to Managerial Accounting (Chap. 1, 4, & 11; Continued)	HW1 Due Sep. 4
W3: Sep. 5-11	Topic 2: Activity-Based Costing and Management (Chap. 5)	HW2 Due Sep. 11
W4: Sep. 12-18	Topic 3: Job Order Costing (Chap. 12)	HW3 Due Sep. 18
W5: Sep. 19-25	Test 1 (Topic 1-3) (15 points)	Test 1 Sep. 20
W6: Sep. 26-Oct. 2	Topic 4: Process Costing (Chap. 12)	
W7: Oct. 3-9	Topic 4: Process Costing (Chap. 12; Continued)	HW4 Due Oct. 9
W8: Oct. 10-16	Topic 5: Planning for Capital Investments (Chap. 10)	HW5 Due Oct. 16
W9: Oct. 17-23	Topic 6: Determining How Costs Behave (Chap. 2)	HW6 Due Oct. 23
W10: Oct. 24-30	Test 2 (Topic 4-6) (15 points) Topic 7: Planning for Profit and Cost Control (Chap. 7) <u>Budgeting project will be assigned on Oct. 27</u>	Test 2 Oct. 25
W11: Oct. 31-Nov. 6	Topic 7: Planning for Profit and Cost Control (Chap. 7; Continued)	HW7 Due Nov. 6

W12: Nov. 7-13	Topic 8: Standard Costs and Variances (Chap. 8) <u>Budgeting project Due on Nov. 7</u>	HW8 Due Nov. 13
W13: Nov. 14-20	Topic 9: Cost-Volume-Profit (CVP) Analysis (Chap. 3)	HW9 Due Nov. 20
W14: Nov. 21-27	<u>Thanksgiving breaks no class</u>	
W15: Nov. 28-Dec. 4	Topic 10: Relevant Information for Special Decisions (Chap. 6)	HW10 Due Dec. 4
W16: Dec. 5-10	<u>Test 3 (Topic 7-10; Cumulative)</u> (15 points)	TBD

- I accept HW submitted via Connect only. Please do not submit via email or other means.