

School of Business and Nonprofit Management

Course Syllabus

Course: SBNM 5111 B9

Academic Year: 2013/14

Semester/Quad: Fall B

Credit Hours: 2

Prerequisites: SBNM 5110 – Financial Accounting

Instructor: David W. Enquist – Adjunct Professor

Phone: 847-968-5900 (office)
847-226-4520 (cell)

Email: denquist@blsinc.net

Availability:

Please contact me via email for the fastest response. I can normally be reached at either phone number above M-F 8:00 am to 5:00 pm.

Course Description:

Managerial accounting takes an internal decision-oriented approach and examines the information requirements of various techniques and planning models. The course emphasizes the solution of particular types of problems and the structural evolution of costing systems for management planning and control. It covers accounting data used by managers for several purposes: product cost and income determination, routine short-run decision making, fundamental policy formation, and control of various activities of the organization. Stress is placed on the design of accounting systems aimed at encouraging ethical behavior consistent with top-management goals.

Course Materials:

REQUIRED

Textbook: ***Managerial Accounting (McGraw-Hill Irwin 14th Edition)***
ISBN 978-0-07-811100-6

Essential IDEA Objectives:

1. Gaining factual knowledge (terminology, classifications, methods, trends).
2. Learning fundamental principles, generalizations, or theories.
3. Learning to apply course material (to improve thinking, problem solving, and decisions).

Specific Course Objectives:

By the completion of this course, participants will:

1. Identify the major differences and similarities between financial and managerial accounting.
2. Define and give examples of cost classifications associated with the behavior of costs, the allocation of costs and using costs in decision-making.
3. Prepare a schedule of cost of goods manufactured.
4. Compute predetermined overhead rates and demonstrate their use in a job-order costing system.
5. Prepare the journal entries necessary in a job-order costing system.
6. Prepare a Production Report as used in a process costing system.
7. Demonstrate how fixed and variable costs behave and how to use that information to predict costs.
8. Demonstrate the use of contribution margins to predict profitability.
9. Prepare income statements using both variable costing and absorption costing.
10. Demonstrate the use of activity-based costing.
11. Prepare a budget for companies in a variety of industries.
12. Demonstrate the use of standards in analyzing budget vs. actual data

Course Methodology:

This course is being taught in a classroom lecture format. It is very important for students to read the assigned Chapters before each class as well as to complete all assignments.

Computer Requirements:

None required

Technical Skills Required:

None required

No late assignments will be accepted unless arranged with me in advance of the due date. This includes all exams. For every 24 hour period that an exam is late without advance approval, five points will be deducted from the exam score.

I understand that we all lead busy lives. If you are unable to attend a session, please inform me prior to that session. Students are allowed to miss one class with no penalty. Students who miss two classes may be penalized one full grade from the grade they would have earned in the class. Students who miss more than two sessions will be given an ‘Incomplete’ and asked to repeat the course.

It is my experience that in order to gain an understanding of accounting concepts, one must practice applying those concepts. It is for that purpose that I will assign homework problems for each class session. I view this homework as a learning tool and, as such, will not be grading them for accuracy. In fact, I will review the solutions for the homework in Class so that you can check your work as you are doing the problems, i.e. get immediate feedback. It is imperative for success in your class that you stay current on the homework. If I determine that students are not taking responsibility for the homework, I will begin collecting and grading the homework.

Course Outline:

Please read Chapters 1 & 2 before the first class meeting.

Schedule of Weekly Assignments:

Week	Chapters	Topics	Assignments
1	1 & 2	Managerial Accounting: An Overview; Managerial Accounting and Cost Concepts	
2	3 & 4	Job-Order Costing; Process Costing	To be assigned at end of the prior class
3	5, 6 & 7	Cost-Volume-Profit Relationships; Variable Costing and Segment Reporting; Activity Based Costing	To be assigned at end of the prior class
		EXAM 1 Distributed – Due at start of Class 5	
4	8	Profit Planning	To be assigned at end of the prior class
5	9 & 10	EXAM 1 Due at Start of Class Flexible Budgets and Performance Analysis; Standard Costs and Variances	To be assigned at end of the prior class
		EXAM 2 Distributed – Due Class 7	
6	11 & 12	Performance Measurement in Decentralized Organizations; Differential Analysis: The Key to Decision Making	To be assigned at end of the prior class
7	13	Capital Budgeting Decisions; EXAM 2 Due at End of Class	To be assigned at end of the prior class

Week	Chapters	Topics	Assignments

Grading:

The course grade will be based on the following:

	Points	Grade %
Exam 1	100	45%
Exam 2	110	50%
Class Participation	10	5%
Total	220	100%

Grade Mapping:

Numeric Grade	Letter Grade	Numeric Grade	Letter Grade	Numeric Grade	Letter Grade
	A (95-100%)		B- (80-82%)		F (<70%)
	A- (90-94%)		C+ (77-79%)		
	B+ (87-89%)		C (73-76%)		
	B (83-86%)		C- (70-72%)		

Assignment Specifications and Class Participation:

The homework assignments should be viewed as learning tools for preparing for the exams and to support the material covered in the classroom. Homework assignment are expected to be completed prior to each scheduled class. If it is determined that students are not taking responsibility for the completion of homework assignments, I will begin collecting and the homework. If homework is not completed as scheduled, your class participation score will be decreased. All students begin the course with 10 points for class participation. Failure to attend class, failure to complete homework, or failure to participate in class discussions will decrease your class participation points.

Student Responsibilities:

Students are expected to read assigned Chapters prior to each class, complete assigned homework assignments, and participate in class.

Independent work on Exams is required.

Instructor Responsibilities:

As your instructor I will:

- Provide relevant real world examples of topics being covered
- Promptly respond to all student e-mails and phone calls with questions on material and assignments

POLICY STATEMENTS

Academic Honesty

In keeping with our Christian heritage and commitment, North Park University and the School of Business and Nonprofit Management are committed to the highest possible ethical and moral standards. Just as we will constantly strive to live up to these high standards, we expect our students to do the same. To that end, cheating of any sort will not be tolerated. Students who are discovered cheating are subject to discipline up to and including failure of a course and expulsion.

Our definition of cheating includes but is not limited to:

1. Plagiarism – the use of another’s work as one’s own without giving credit to the individual. This includes using materials from the internet.
2. Copying another’s answers on an examination.
3. Deliberately allowing another to copy one’s answers or work.
4. Signing an attendance roster for another who is not present.

In the special instance of group work, the instructor will make clear his/her expectations with respect to individual vs. collaborative work. A violation of these expectations may be considered cheating as well. For further information on this subject you may refer to the Academic Dishonesty section of the University’s online catalog.

In conclusion, it is our mission to prepare each student for a life of significance and service. Honesty and ethical behavior are the foundation upon which such lives are built. We therefore expect the highest standards of each student in this regard.

Attendance Policy for Graduate Courses

The graduate courses in the SBNM are all 7 weeks in length. Missing one class session is allowed without penalty as long as all readings and assignments are made up by the student within a reasonable time period (the following week). Failing to log into an online course site for an entire week is allowed, but a penalty may be applied at the instructor’s discretion. Missing a second class session is allowed only in unusual circumstances by prior arrangement with the instructor. Since this represents almost 30% of the engagement time for the course, the student runs the risk of receiving a lower overall grade for the class. Faculty are encouraged to drop the course grade by a full letter grade in this situation. A student who misses three classes (or the equivalent two weeks for an online class) will automatically fail the course, unless the student drops the course before the seventh week of class. Students who drop a course will be held responsible for tuition, based upon the current North Park University refund policy outlined in the University Catalog.

Attendance Policy for Undergraduate Courses

Attendance and participation are vital. Thus, students are expected to attend every class session, and to arrive on time – tardiness is undesirable and disruptive to your fellow classmates. This course has a strict

requirement of documented, advance notification. If you are unable to attend any class session, you are to inform me (preferably by email) **prior to** that session. You need to provide a reason for your absence. Failure to provide advance notification will result in an unexcused absence. Be advised that poor attendance can affect your grade adversely

APA Requirement

The School of Business and Nonprofit Management (SBNM) has adopted the *Publication Manual of the American Psychological Association* (APA) as the standard and required format for all written assignments in SBNM courses.

Our goal in adopting the *APA Manual* is to enhance student learning by:

- 1) Improving student's writing skills.
- 2) Standardizing the required format of all written assignments in all SBNM courses.
- 3) Emphasizing the importance of paper mechanics, grammatical constructs, and the necessity of proper citations.
- 4) Holding students accountable for high quality written work.

If you are unfamiliar with the requirements of the *APA Manual*, we recommend that you purchase the reference manual and/or that you consult one or more of the suggested resources as listed on the Student Resources section of the SBNM website. ***It is your responsibility to learn and ensure that all written work is formatted according to the standards of the APA Manual.***

Students with Disabilities

Students with disabilities who believe that they may need accommodations in this class are encouraged to contact your program's office (Business: 773-244-6270). Please do so as soon as possible to better ensure that such accommodations are implemented in a timely manner. For further information please review the following website: <http://www.northpark.edu/ada>