

# School of Business and Nonprofit Management

## Course Syllabus

**Course:** *SBNM 5111 – Managerial Accounting*  
**Academic Year:** 2013/14      **Semester/Quad:** *Spring Quad B*  
**Credit Hours:** 2  
**Prerequisites:** *SBNM 5110 – Financial Accounting*

**Instructor:** *Dr. Kasthuri Henry*

**Phone:** 224-595-7418

*Email is the best way to get a hold of me or schedule a time for a call. Since I will not have access to NPU email during regular work hours please save the below contact email address so that my mobile devise receives your emails and enables me to respond to you at my earliest convenience.*

**Email:** [kasthurihenry@hotmail.com](mailto:kasthurihenry@hotmail.com)

**Availability:**

*I will be available to meet with students before or after the scheduled class hours. As a visiting professor, who is not on campus FT, the best way to reach me is by emailing me at [kasthurihenry@hotmail.com](mailto:kasthurihenry@hotmail.com) and if necessary scheduling a time for a conf. call.*

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

**Articles:** Articles from various journals and newspapers on International Accounting will be used and the students will be required to research/find the suitable articles for the class/assignments.

**Software:** No additional software will be required.

### **RESOURCES**

- ✓ *Strategic Finance, Peer Reviewed Managerial Accounting Journal (Institute of Management Accounting)*  
[http://www.imanet.org/resources\\_and\\_publications/strategic\\_finance\\_magazine/issues.aspx](http://www.imanet.org/resources_and_publications/strategic_finance_magazine/issues.aspx)
- ✓ Institute of Management Accountants [http://www.imanet.org/ima\\_home.aspx](http://www.imanet.org/ima_home.aspx)

## Essential IDEA Objectives:

The essential objectives of this course (per the IDEA framework, a nationally recognized assessment tool used by many higher learning institutions) are:

1. Learning to apply course material (to improve thinking, problem solving, and decisions).
2. Developing specific skills, competencies, and points of view needed by professionals in the field most closely related to this course.
3. Acquiring an interest in learning more by asking questions and seeking answers.

## Specific Course Objectives:

Managerial accounting focuses on the use of accounting by internal users or managers. Upon completion of the course, students will have developed an understanding of the management strategies for planning, decision-making, cost-determination and control. Students will also develop an understanding of various aspects of cost accounting including variable costs, fixed costs, direct costs, indirect costs, job costing, process costing, cost volume profit analysis and activity-based costing. An examination of the ethical issues encountered when making accounting decisions is undertaken throughout the course.

By the completion of this course, participants will:

- Identify the major differences and similarities between financial and managerial accounting.
- Define and give examples of cost classifications associated with the behavior of costs, the allocation of costs and using costs in decision-making.
- Prepare a schedule of cost of goods manufactured.
- Compute predetermined overhead rates and demonstrate their use in a job-order costing system.
- Prepare the journal entries necessary in a job-order costing system.
- Prepare a Production Report as used in a process costing system.
- Demonstrate how fixed and variable costs behave and how to use that information to predict costs.
- Demonstrate the use of contribution margins to predict profitability.
- Prepare income statements using both variable costing and absorption costing.
- Demonstrate the use of activity-based costing.
- Prepare a budget for companies in a variety of industries.
- 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 pertaining to the content covered each week. Equally important are class discussions and research.*



**Class Attendance, Preparation and Participation:** *Students will be evaluated on your involvement during in-class discussions, on the quality of your comments and questions in class, and your homework preparation. You do not have to be an expert in managerial accounting or have any special knowledge before beginning this course. However, I do fully expect you to be well read on current business affairs, and to be curious and involved. Regular attendance is the only basic requirement for participation, but it alone is not sufficient for a high participation grade. You must prepare required reading materials in time for each class meeting. Please note that class attendance is mandatory. Criteria for assessing class participation:*

- A/A- Contributes in a significant way to the classroom discussion by leadership and by regularly adding one's own insight; integrating with or relating concepts to real-world applications and with other topics in this and other business classes; and draws relevant and appropriate observations from readings and assignments.*
- B/B- Active participation, may answer only when called, but demonstrates good understanding of international business and financial concepts and application of the material to real-world situations.*
- C/C- Minimal participation. Answers only when called upon with little understanding of the material discussed in this course.*
- D/D- Present but does not involve himself or herself in class discussion. Answers with little more than "I don't know."*

**Homework:** *Generally, homework will be assigned during each class session. Homework that is due by a specific date will be collected. Students turning in homework late will receive no credit on that assignment.*

**Mid-Term & Final Examination:** *The examinations will comprise of both managerial accounting analysis and essay questions mirroring the HW assignments completed and issues or situations explore via class discussions. The questions may be written in multiple parts. The examinations will be based upon class content, discussions, HW incorporating material from our texts and other readings. As a graduate level class, of course, it is important to remember that general, superficial knowledge will not be insufficient to do well. Adhering to the graduate level bloom's taxonomy quality standards will be required in addition to APA compliance. PLEASE NOTE THAT THERE IS NO MAKE-UP EXAMINATIONS.*

## Computer Requirements:

In order to effectively participate in and successfully complete this course, each participant will need to have access to a computer and a high-speed internet connection. Please visit <http://www.northpark.edu/Campus-Life-and-Services/Information-Technology/Network/Minimum-Requirements> for information on computer requirements.

### Technical Skills Required:



The technical skills required for this course are:

1. Basic Understanding of Financial Accounting
2. Basic Understanding of Economics
3. Library Research skills to find articles and case studies pertaining to the course material application
4. Working knowledge of Excel to build Simulation templates to apply the managerial accounting concepts to solve problems as well s make decisions

### Schedule of Weekly Assignments:

Week	Dates	Topics	HW Assignment(s)– <b>Distributed in Class</b>
1	Mar 17 - 21	<b>Chapters 1 &amp; 2:</b> <i>Managerial Accounting and the Business Environment; Cost Terms, Concepts, and Classifications</i>	Combination of managerial accounting analysis/problem solving and essay questions will be assigned in class
2	Mar 24 - 28	<b>Chapters 3 &amp; 4:</b> <i>Systems Design: Job-Order Costing and Process Costing</i>	Combination of managerial accounting analysis/problem solving and essay questions will be assigned in class
3	Mar 31 – Apr 4	<b>Chapters 5, 6 &amp; 7:</b> <i>Cost Behavior: Cost-Volume-Profit Relationships, Variable Costing &amp; Activity-Based Costing</i>	Combination of managerial accounting analysis/problem solving and essay questions will be assigned in class
4	Apr 7 - 11	<b>Mid-Term EXAM</b>	Take Home Exam in Lieu of Class
5	Apr 14 – 18	<b>Chapters 8, 9 &amp; 10:</b> <i>Planning &amp; Analysis: Profit Planning, Standard Costs &amp; Flexible Budgets</i>	Combination of managerial accounting analysis/problem solving and essay questions will be assigned in class
6	Apr 21 - 25	<b>Chapters 11, 12 &amp; 13:</b> <i>Performance Management: Differential cost analysis and capital budgeting decisions</i>	Combination of managerial accounting analysis/problem solving and essay questions will be assigned in class
7	Apr 28–May 2	<b>Final Exam Review/Prep:</b>	Take Home Exam in Lieu of Class

### Grading:

There is a possible 100 points for this course and students will earn a grade reflective of their earned points. There will be no grading on a curve.

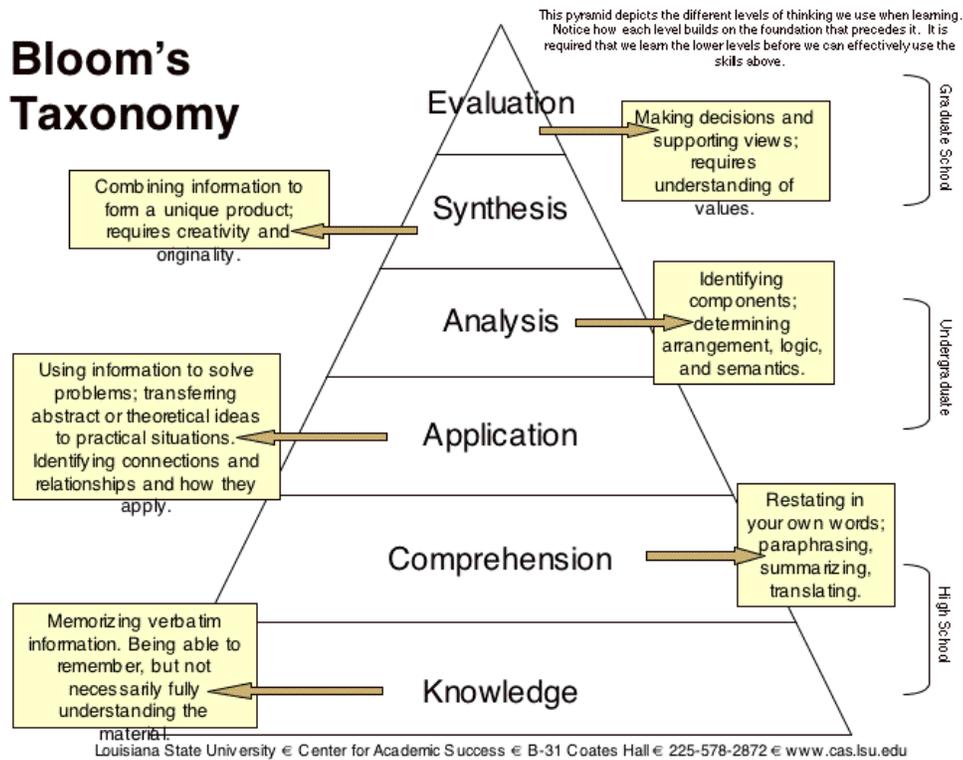
Assignment	Points	Grade %
Home Work	25 Points	25%
Class Discussion	15 Points	15%
Mid-Term Exam	30 Points	30%
Final Exam	30 Points	30%
<b>Total</b>	<b>Enter total number of points possible</b>	<b>100%</b>

### Grade Mapping:

Numeric Grade	Letter Grade	Numeric Grade	Letter Grade	Numeric Grade	Letter Grade
95 - 100	A (95-100%)	80 - 82	B- (80-82%)	0 - 69	F (<70%)
90 - 94	A- (90-94%)	77 - 79	C+ (77-79%)		
87 - 89	B+ (87-89%)	73 - 76	C (73-76%)		
83 - 86	B (83-86%)	70-72	C- (70-72%)		

## Assignment Grading Policies: **Applicable to all course work**

1. All assignments must be submitted on the due date. No late assignments will be accepted. Any unplanned and unavoidable issues that may come-up should be communicated via email to the professor and extension approval obtained via email.
2. All problems must be solved using Excel and Excel Formula to simulate the real world working process. 80% of the points will be for work and steps demonstrated while 20% of the points will be for the answer. Answers alone will not be acceptable and they will not qualify as a completed assignment.
3. Sources must be cited to avoid plagiarism to insure student does not take credit for ideas that are not originally their own even when paraphrasing. Citation is not only applicable to direct quotes but for all idea
4. All written assignments will be put through Turn-It In software to evaluate the originality of your writing as part of the grading process. The minimum requirement is 70% originality, but that is only for minimum grade as well. Paraphrasing what you read and referencing the source will improve your originality score as opposed to direct quotes all the way through. Per the Bloom's Taxonomy quality requirement applicable to undergraduate level work, you are required to avoid direct quotes and learn to state what you have read in your own words.
5. Adherence to proper grammar, spelling, etc is required for all written work.
6. Please read and digest the attached Blooms Taxonomy of Learning and engage in all course activity at a level applicable to your undergraduate level of learning. This will apply to class discussions, case study, role play and other activities.



## Student Responsibilities:

- *Students are required to read through the assignment grading policies and follow all 6 standard guidelines set-forth.*
- *Please ask any questions during the 1<sup>st</sup> week of class so that the rules of engagement are established upfront to assure your successful course completion.*
- *Students must participate in all in class activities without any distractions of texting, IM, etc. Distracted students who negatively impact the learning experience of the class will be asked to leave the classroom and will lose the ability to earn points for the activities scheduled for that class day. No make-up will be offered to students who are disruptive to the learning experience.*
- *Students who show up and do not engage will not earn any points for class activities. Since learning is an active & participatory engagement showing up alone will not count for minimum points. Points will be earned by active participation.*
- *Students must come prepared to class.*
- *Students must be pro-active and communicate in a timely manner using my email address [kasthurihenry@hotmail.com](mailto:kasthurihenry@hotmail.com)*

## Instructor Responsibilities:



*Students can expect me to*

- ✓ Create a learning environment that is collaborative and empowering so that you have a safe environment suited for inquiry as well as knowledge acquisition.
- ✓ Adhere to the assignment grading policies explained in this syllabus to insure clarity of expectations.
- ✓ Apply the standard student expectations to everyone with impartiality.
- ✓ Be available via email to assist students and schedule conf. calls when necessary.
- ✓ Respond to emails sent to [kasthurihenry@hotmail.com](mailto:kasthurihenry@hotmail.com) within 24-hours.
- ✓ Be available in person for the students before and after the class contact time.
- ✓ Provide constructive feedback on assignments to promote active learning.
- ✓ Use case study approach to apply the concepts covered in class to provide practical real-world examples and experiences.

## 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 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 policy outlined in the University Catalog (found on the NPU website).

#### **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/Campus-Life-and-Services/Disability-Resources>