Principles of Managerial Accounting Syllabus
Richland College School of Business

Instructor Information
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Office Hours: By appointment

Course Information
Course Title: Principles of Managerial Accounting
Course Number: ACCT-2302
Section Number: 83001
Semester/Year: Spring 2020
Credit Hours: 3
Class Meeting Time/Location: MWF 9:05 a.m. – 10:00 a.m.; Thunderduck Hall T229
Certification Date: February 3, 2020
Last Day to Withdraw: April 16, 2020

Course Prerequisites
Required: ACCT 2301

Course Description
This course is an introduction to the fundamental concepts of managerial accounting appropriate for all organizations. Students will study information from the entity’s accounting system relevant to decisions made by internal managers, as distinguished from information relevant to users who are external to the company. The emphasis is on the identification and assignment of product costs, operational budgeting and planning, cost control, and management decision making. Topics include product costing methodologies, cost behavior, operational and capital budgeting, and performance evaluation.
Student Learning Outcomes

Upon successful completion of this course, the student will be able to:

Technical/Conceptual Competencies:

1. Demonstrate a working knowledge of managerial accounting terminology and procedures including the following:
   - Understand managerial cost terms, concepts, and classifications
   - Analyze and journalize transactions in a job order cost accounting system
   - Prepare equivalent unit and cost schedules for a process cost accounting system
   - Compute, analyze, and journalize variances in a standard cost accounting system
   - Understand activity-based costing and responsibility accounting concepts

2. Prepare and analyze the following reports used in decision making:
   - Prepare a cost/volume/profit analysis using break-even analysis
   - Prepare period budgets, as part of a master budget and prepare budget performance reports
   - Analyze and document capital budgeting decisions
   - Prepare and interpret a Statement of Cash Flows
   - Perform Financial Statement Analysis

Workplace/SCANS/Intellectual Competencies:

1. Manage Resources:
   - Manage time in order to complete class assignments and exams
   - Learn how organizations make decisions to manage and allocate scarce resources (Specific examples include management and control of cash, inventories, materials, and labor.)

2. Exhibit Interpersonal Skills:
   - Work in teams in order to complete class assignments
   - Learn to use communication, negotiation, and evaluation skills in group activities

3. Work with information:
   - Acquire and evaluate relevant information for decision making
   - Organize and maintain accounting information using a variety of accounting systems
   - Interpret and communicate relevant information in financial statements and other accounting reports
   - Process information with computers using electronic spreadsheets and other software

4. Apply Systems Knowledge:
   - Understand various accounting systems and effectively evaluate related information
   - Learn how to monitor/control accounting systems

5. Use Technology:
   - Access appropriate electronic databases to obtain decision-supporting information
   - Build appropriate models and simulations using electronic spreadsheets and other software
   - Acquire skills through technology-based learning modules when available and appropriate

6. Demonstrate Basic Skills:
   - Place information in appropriate context when reading, writing, speaking, and listening
   - Express information and concepts with conciseness and clarity when writing and speaking
• Measure items using appropriate methods of measurement

7. Demonstrate Thinking Skills:
• Make valid and reliable evaluations of information
• Evaluate the significance of evidence or facts
• Verify information for problem definition and solution
• Seek consensus where appropriate
• Consider unconventional approaches and solutions to problems
• Know when to follow directions, question plans or seek help

8. Exhibit Personal Qualities
• Cultivate growth in personal conduct and capabilities
• Diagnose the need for change and take appropriate action to gain competencies
• Recognize situations where professional ethical standards apply and behave accordingly
• Accept professional development as a life-long process

Program Student Learning Outcomes:

1. Accounting Knowledge:
   • Identify and analyze relevant financial information
   • Record and communicate accounting transactions

2. Computational Skills (Quantitative Skills):
   • Select relevant data and perform appropriate financial calculations

3. Technology:
   • Use technology effectively to perform accounting tasks

4. Critical Thinking (Critical Analysis):
   • Analyze and compare relevant financial information for decision making

5. Communication:
   • Read, write, speak, and listen appropriately for academic and career purposes

6. Ethics:
   • Recognize ethical dilemmas, make ethical decisions, and provide rationale for decisions

7. Personal Life Skills:
   • Possess sufficient life skills to effectively manage personal and professional life

Required Course Materials

Textbook and McGraw-Hill “Connect” Student Registration Access Code:
Students will need a book (eBook only or eBook + Printed Textbook) and an access code. The book is Introduction to Managerial Accounting, Eighth Edition Custom Package with “Connect Plus”; by Brewer, Garrison and Noreen, McGraw Hill Companies, 2019. There are two options available for purchasing the required materials at the local Richland College bookstore. Choose one.

1. Students who want both a printed textbook and the eBook included with the “Connect Plus” access code should choose the Textbook packaged with a “Connect Plus” access code under special ISBN: 9781260642469.

   OR

2. Students who are comfortable using an eBook exclusively may choose to purchase only the “Connect Plus” access code (includes an eBook) with ISBN 9781260190151
Basic Calculator for monitored exams. (Cell phone calculators or the calculator on the computer cannot be used during monitored exams). You are not allowed to use the computer or any other material during the exam. Violators will be removed from the exam and receive a zero for the exam.

Note: A student of this institution is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer. Students will need the appropriate access code to complete assignments. Alternative textbook sources may not include the access code.

Graded Work
The tables below provide a summary of the graded work in this course and an explanation of how your final course grade will be calculated.

Summary of Graded Work

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Points</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exams</td>
<td>3 @ 400 points</td>
<td>1200 points</td>
</tr>
<tr>
<td>Chapter Quizzes</td>
<td>10 @ 25 points each</td>
<td>250 points</td>
</tr>
<tr>
<td>Chapter Homework</td>
<td>10 @ 30 points each</td>
<td>300 points</td>
</tr>
<tr>
<td>Job Order Costing Project</td>
<td>1 @ 250 points each</td>
<td>250 points</td>
</tr>
<tr>
<td>Extra Credit Points</td>
<td>10 @ 10 points each</td>
<td>100 points</td>
</tr>
<tr>
<td>Total possible points</td>
<td></td>
<td>2100 points</td>
</tr>
</tbody>
</table>

Final Grade

<table>
<thead>
<tr>
<th>Points</th>
<th>Percentages</th>
<th>Letter Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>1800 and above Pts</td>
<td>90-100%</td>
<td>A</td>
</tr>
<tr>
<td>1600 - 1799 Pts</td>
<td>80-89.99%</td>
<td>B</td>
</tr>
<tr>
<td>1400 - 1599 Pts</td>
<td>70-79.99%</td>
<td>C</td>
</tr>
<tr>
<td>1200 - 1399 Pts</td>
<td>60-69.99%</td>
<td>D</td>
</tr>
<tr>
<td>0 - 1200 Pts</td>
<td>0-59.99%</td>
<td>F</td>
</tr>
</tbody>
</table>

Description of Graded Work

100 Extra Credit Points have been incorporated into the Computation of Grades. Therefore, each student may earn up to 2,100 points. However, the Grade Scale is based on 2,000 total points (90% of 2,000 points = 1,800). Therefore, you may improve your score by completing all assignments and earning all extra credit points. Quizzes, homework and assignments will not be accepted late.
Exams:

Three class exams will be given during the semester. Each class exam will be worth 400 points. Only simple calculators may be used on exams. No cell phones, smart watches, or any device with internet capability will be permitted during the exam.

Make-up exams will only be available to students under extraordinary circumstances. It is each student’s responsibility to take all exams. If a student is sick, the student must have a doctor’s note stating that the exam could not be taken due to medical reasons. If you have a scheduled business or college trip that conflicts with an exam date, approval and arrangements must be coordinated with your instructor prior to the scheduled exam date.

Required “Connect” Assignments:

“Connect” assignments and chapter quizzes will count towards your grade. Homework modules allow unlimited attempts, while you are limited to two attempts on Graded Quizzes. The attempt with the “Highest” grade will be used in the computation of course grades. All Required “Connect” Assignments must be submitted Online no later than the due date posted (see assignment schedule attached).

Homework assignments are designed to prepare you for Chapter Quizzes. Chapter Quizzes are designed to prepare you for Exams. Completion of all practice and required assignments will help you be successful in the course.

Job Order Costing Project:

The manufacturing costs project is based on the concepts learned in Chapters 1, 2 & 3. The project covers the concepts learned in the first chapter and job costing system. You will complete the project using an excel template provided in eCampus. As you complete the steps (using the excel template), you will be asked to answer fill-in-the-blank questions regarding your job order costing project. You will submit your completed excel template and answer all fill-in-the-blank questions in eCampus. The project is worth 250 points. The project may be submitted one time per student, there will not be an opportunity for a second attempt.

Extra Credit “Connect” Practice Assignments:

The practice assignments may be completed for extra credit. The practice assignments can earn a total of 100 extra credit points (10 points each). The practice assignments will auto submit at the deadline date with the required assignments and partial points can be earned for partially completed assignments.

Accounting Tutoring and Lab:

Tutoring for accounting students is available on campus in Room M216 Medina Hall and online by clicking on the Tutoring Resources tab on your eCampus course site. Tutoring is FREE and is recommended for any student who is having difficulty with the assignments or would like to review for an examination. Solutions to homework exercises are available to check your answers in M216 and online. Check the lab schedules posted in Room M216.
Attendance Policy:
In order to be successful students must attend and participate in enrolled classes. Class attendance and course progress are the responsibility of the student, but remember that attendance will be considered in the final evaluation of grades. It is also the responsibility of the student to consult with the instructor following a period of absence. **Once enrolled in the course, it is the responsibility of the student to withdraw from the course should that become necessary. The instructor will not automatically drop students who have stopped attending class.**

Certification Policy:
Students must physically attend class prior to the certification date to be certified as officially attending the course by the instructor. The certification date is listed in the **course information** section found on the first page of this syllabus. Students who have not attended by the certification date will not be certified.

Late Work Policy
Exams, projects and assignments will not be accepted late. If a student is sick, the student must have a doctor’s note stating that the assignment could not be taken due to medical reasons. If a student is in an emergency situation, the student must provide verifiable documentation to be considered for an extension.

Internet related issues and technical breakdowns are not acceptable excuses for failure to complete assignments. Make sure you have reliable computer and internet. The DCCCD libraries and labs have computers you may use to complete your assignments. If you are using such resources, make sure to check their hours of operation/availability ahead of time.

Other Course Policies
The subject matter contained in this course is covered in Chapters 1 – 12, excluding chapter 4. Because of the quantity of information to be covered, an in-depth study of each portion would be impossible to cover in its entirety in class. Therefore, it is the student’s responsibility to cover independently topics not covered in class.

Institutional Policies
Institutional Policies relating to this course can be accessed using the link below. These policies include information about tutoring, Disabilities Services, class drop and repeat options, Title IX, and more.

[Richland Institutional Policies](http://www.richlandcollege.edu/syllabipolicies)

The instructor reserves the right to amend this syllabus as necessary.
## Course Schedule

<table>
<thead>
<tr>
<th>Reading Topic</th>
<th>Assignments</th>
<th>Due Dates 11:55 PM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapter 1: Managerial Accounting and Cost Concepts</td>
<td>Chapter 1: Practice, HW, &amp; Quiz</td>
<td>Sun, Feb 02</td>
</tr>
<tr>
<td>Chapter 2 &amp; 3: Job Order Costing</td>
<td>Chapter 2 &amp; 3: Practice, HW, &amp; Quiz</td>
<td>Sun, Feb 09</td>
</tr>
<tr>
<td>Chapter 1, 2, &amp; 3</td>
<td>Job Order Costing project</td>
<td>Sun, Feb 16</td>
</tr>
<tr>
<td>Chapter 5: Process Costing</td>
<td>Chapter 5: Practice, HW, &amp; Quiz</td>
<td>Sun, Feb 23</td>
</tr>
<tr>
<td>Chapter 1, 2, 3 &amp; 5</td>
<td>Exam 1</td>
<td>Mon, Feb 24 &amp; Wed, Feb 26</td>
</tr>
<tr>
<td>Chapter 6: Cost-Volume-Profit Relationships</td>
<td>Chapter 6: Practice, HW, &amp; Quiz</td>
<td>Sun, Mar 08</td>
</tr>
<tr>
<td>Chapter 7: Variable Costing &amp; Segment Reporting: Tools for Management</td>
<td>Chapter 7: Practice, HW, &amp; Quiz</td>
<td>Sun, Mar 15</td>
</tr>
<tr>
<td>Chapter 8: Master Budgeting</td>
<td>Chapter 8: Practice, HW, &amp; Quiz</td>
<td>Sun, Mar 29</td>
</tr>
<tr>
<td>Chapter 6, 7, &amp; 8</td>
<td>Exam 2</td>
<td>Fri, Apr 03 &amp; Mon, Apr 06</td>
</tr>
<tr>
<td>Chapter 9: Flexible Budgets, Standard Costs, and Variance Analysis</td>
<td>Chapter 9: Practice, HW, &amp; Quiz</td>
<td>Sun, Apr 19</td>
</tr>
<tr>
<td>Chapter 10: Performance Measurement in Decentralized Organizations</td>
<td>Chapter 10: Practice, HW, &amp; Quiz</td>
<td>Sun, Apr 26</td>
</tr>
<tr>
<td>Chapter 11: Differential Analysis: The Key to Decision Making</td>
<td>Chapter 11: Practice, HW, &amp; Quiz</td>
<td>Sun, May 03</td>
</tr>
<tr>
<td>Chapter 12: Capital Budgeting Decisions</td>
<td>Chapter 12: Practice, HW, &amp; Quiz</td>
<td>Sun, May 10</td>
</tr>
<tr>
<td>Chapter 9, 10, 11, &amp; 12</td>
<td>Exam 3</td>
<td>Mon, May 11</td>
</tr>
</tbody>
</table>