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ACTG 410.00: Cost/Management Accounting I

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ACTG 410: Cost Accounting Fall 2018 Syllabus

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Course section: 410-01 TR 11:00-12:20pm, GBB 201, 3 credits, CRN 74502
410-02 TR 9:30-10:50am, GBB 201, 3 credits, CRN 70934

Office hours: T 2:00-4:00pm, Th 2:00-3:00pm
And by appointment

Required text: Cornerstones of Cost Management 4th Edition, Hansen and Mowen
Including access to CengageNowv2

Course website: <https://moodle.umt.edu/>

Course Description

Offered autumn. Prereq., junior standing in business or consent of instructor. The course covers cost management for business and other organizations, including costing systems, budgeting, and financial analysis, including both quantitative and qualitative aspects of the analyses and decision-making.

Course Policies

Evaluation

Your course grade will be based on the following:

| <u>Item</u> | <u>Percent of Total</u> | <u>Composition</u> |
|--------------|-------------------------|---------------------------|
| Homework | 15% | Online using CengageNOWv2 |
| Case | 15% | |
| Exam 1 | 20% | |
| Exam 2 | 20% | |
| Final Exam | 30% | Comprehensive |
| Total | 100% | |

Individual course components are not curved, but the overall course grade may be curved. Course grades are non-negotiable, and extra credit is not offered.

Homework

There are 11 homework sets in CengageNOWv2. Assignments are due by 11:55pm on the due date and late assignments are not accepted. I will drop your lowest homework score when computing your final homework average. Registration instructions are on Moodle.

Section 01 (11:00am): <https://login.cengagebrain.com/course/E-Y84E4SCX|63P8>

Section 02 (9:30am): <https://login.cengagebrain.com/course/E-Y84E4GFF6FUUF>

Case

The case will be completed in groups of three to four students. I reserve the right to adjust individual student grades if evidence indicates they have not fully participated in completion of the case. Additional information regarding the case will be available via Moodle.

Exams

There will be two mid-term exams administered on the dates listed on the schedule. The final exam is comprehensive, and will be administered on the date listed on the schedule, in accordance with University of Montana final exam scheduling. These are strictly closed book/closed notes exams. The use of electronic devices (iPads/tablets, cellular phones, nonapproved calculators, watches etc.) is strictly prohibited. The only calculator permitted is the **Texas Instruments BA II+** (regular or professional).

Make-ups will not be given unless you have an extraordinary situation, and you will be expected to provide documented proof of such a situation (e.g., medical records if you become seriously ill). Unexcused absences will result in a grade of zero for the exam. Exams are the property of the instructor and should not be taken from the classroom.

Course Flexibility

The course schedule is an outline. It is your responsibility to attend class and be aware of schedule changes.

Email/Web Access

The website for this course is listed above. This website will be utilized extensively throughout the course for certain activities (e.g., discussion board, announcements, posting of grades, etc.). You are responsible for checking the website and your email often. Most announcements related to this course will be made via the website and over email.

The “Fine Print”

Academic Integrity

Integrity and honesty are hallmarks of the accounting profession. It is your duty to abide by the University’s academic policies, and it is my duty to enforce those policies. Cheating of any sort will not be tolerated. Cheating, failure to follow instructions, and/or failure to follow course policies may result in a reduced grade or a failing grade at the instructor’s option. From the Provost’s office:

All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and/or a disciplinary sanction by the University. The University of Montana Student Conduct Code specifies definitions and adjudication processes for academic misconduct and states, “Students at the University of Montana are expected to practice academic honesty at all times.”

(Section V.A., available at http://www.umt.edu/vpsa/policies/student_conduct.php).

All students need to be familiar with the Student Conduct Code. It is the student’s responsibility to be familiar with the Student Conduct Code.

Calculator policy

The Department of Accounting and Finance has approved two calculators for use in all accounting and finance courses. The specific models are the **Texas Instruments BA II+** and the **Texas Instruments BA II+ Professional**. Only these two calculators will be allowed during exams.

Classroom Conduct

Each class meeting should be treated as a business meeting. As such, all MUST be followed:

- All personal electronic devices should be turned off and stowed away.
- Arrive on time and prepared for each class. Arriving late or departing early is disrespectful.
- If you need to leave class early or take a call from a recruiter, let me know before class starts.
- The classroom is a place for learning and intellectual growth. I will not tolerate any behavior that detracts from the learning environment. This includes but is not limited to texting, surfing the web, having conversations while the instructor or a classmate is speaking, sleeping, etc.

Disability Accommodations

Students with disabilities may request reasonable modifications by contacting me. The University of Montana assures equal access to instruction through collaboration between students with disabilities, instructors, and Disability Services for Students (DSS). “Reasonable” means the University permits no fundamental alterations of academic standards or retroactive modifications. For more information, please consult <http://www.umt.edu/dss>.

Drop Date

UM dates & policies will be strictly followed: <http://catalog.umt.edu/academics/policies-procedures/>

Email

UM policy holds that faculty may only communicate with students regarding academic issues via official UM email accounts. Email from non-UM accounts will likely be flagged as spam and deleted without further response. Due to concerns over information security and privacy, confidential information (including grades and evaluations of course performance) will not be discussed via email or telephone.

Grievance Policy

Although conflicts between students and instructors are rare, they do occasionally occur. Please be aware that the standard operating procedure for dealing with such conflicts in the School of Business Administration is as follows:

1. Try to resolve the conflict with the instructor.
2. If you feel that the conflict cannot be resolved between yourself and the instructor, contact the department head, Dr. Josh Herbold.
3. If, after speaking with the department head and the instructor, you still feel that the conflict has not been resolved, contact the associate dean of the School of Business Administration, Dr. Klaus Uhlenbruck.

Traditional Letter Grading

| Average | Grade | Average | Grade |
|---------|-------|---------|-------|
| 93-100 | A | 73-76.9 | C |
| 90-92.9 | A- | 70-72.9 | C- |
| 87-89.9 | B+ | 67-69.9 | D+ |
| 83-86.9 | B | 63-66.9 | D |
| 80-82.9 | B- | 60-62.9 | D- |
| 77-79.9 | C+ | 0-59.9 | F |

You must earn a C- or better for this course to count towards your accounting major degree.

Incomplete Policy

UM policies found at <http://catalog.umt.edu/academics/policies-procedures/> will be strictly followed.

Credit/No Credit Policy

All ACTG and MIS courses are listed in the course catalog as “T” courses, which means they may be taken only for a traditional letter grade. CR/NCR grading is not an option for any of these courses.

Prerequisites

Students must complete the lower core business courses before taking ACTG 321. Students must be a junior in business and have completed ACTG 203. Students who have not met the prerequisites for this course will not receive credit for any course work completed, and will receive a failing grade for the course.

School of Business Administration Mission Statement and Assurance of Learning

The University of Montana’s School of Business Administration enhances lives and benefits society by providing a world-class business education in a supportive, collegial environment.

We accomplish this mission by acting on our shared core values of creating significant experiences, building relationships, teaching and researching relevant topics, behaving ethically, and inspiring individuals to thrive.

As part of our assessment process and assurance-of-learning standards, the School of Business Administration has adopted the following learning goals for our undergraduate students:

- SoBA graduates will possess fundamental business knowledge.
- SoBA graduates will be able to integrate business knowledge.
- SoBA graduates will be effective communicators.
- SoBA graduates will possess problem-solving skills.
- SoBA graduates will have an ethical awareness.
- SoBA graduates will be proficient users of technology.
- SoBA graduates will understand the global business environment in which they operate.

In addition, the Department of Accounting and MIS prepares ethically aware decision makers with effective analytical and qualitative business knowledge and skills to become professionals in their respective fields. We commit to high quality teaching and applying scholarship to professional practice and theory.

The undergraduate accounting program is committed to preparing students to apply accounting and business knowledge in organizations. The accounting faculty has adopted the following learning goals for our undergraduate accounting students:

- Accounting majors will possess fundamental accounting knowledge.
- Accounting majors will be effective writers.
- Accounting majors will critically analyze and solve problems, using technology where appropriate.
- Accounting majors will understand the importance of ethics to the accounting profession and demonstrate ethical decision making.

ACTG 410 course learning goals

At the end of this course, students should be able to:

- Recognize, explain and facilitate the role of managerial and cost accounting in a business and not-for-profit environment;
- Describe basic cost management concepts, including a system framework, cost assignment, product and services costs, and external financial statements;
- Contrast functional-based and activity-based systems, describing significant differences;
- Apply a variety of costing approaches, including activity-based costing, job-order costing, and process costing;
- Recognize and describe cost behavior, including variable, fixed, and mixed components;
- Allocate costs of support departments and joint products under the above methods;
- Prepare budgets for planning and control, including operating budgets, financial budgets, and flexible budget applications;
- Describe, construct, and analyze standard costing; including variance analysis of direct materials and labor and indirect overhead;
- Distinguish between relevant and non-relevant costs in various decision making scenarios;
- Describe the potential problems that arise from using external financial reporting information for internal decision making.
- Compare and contrast the theory of constraints with traditional cost accounting;

TENTATIVE ASSIGNMENT SCHEDULE: ACTG 410, FALL 2018, PROF. TAMA-SWEET

| | Date | Chapter and Topic | Deliverables |
|----------|--------------|------------------------------------------------------------|-----------------------------|
| T | 8/28 | 1-Introduction to cost management | |
| R | 8/30 | 2-Basic cost management concepts | |
| T | 9/4 | 2-Basic cost management concepts | |
| R | 9/6 | 3-Cost behavior | |
| T | 9/11 | 3-Cost behavior | HW Cptr 2 |
| R | 9/13 | 4-Activity-based costing | |
| T | 9/18 | 4-Activity-based costing | HW Cptr 3 |
| R | 9/20 | 5-Job-order costing | |
| T | 9/25 | 5-Job-order costing | HW Cptr 4 |
| R | 9/27 | Review for exam | |
| T | 10/2 | Mid-term Exam 1 | HW Cptr 5 |
| R | 10/4 | 6-Process costing | |
| T | 10/9 | 6-Process costing | |
| R | 10/11 | 7-Support departments and joint products | |
| T | 10/16 | 7-Support departments and joint products | HW Cptr 6 |
| R | 10/18 | 8-Budgeting | |
| T | 10/23 | 8-Budgeting | HW Cptr 7 |
| R | 10/25 | 9-Standard costing | |
| T | 10/30 | 9-Standard costing | HW Cptr 8 |
| R | 11/1 | Review for exam | |
| T | 11/6 | <i>Campus closed for election day</i> | |
| R | 11/8 | Mid-term Exam 2 | HW Cptr 9 |
| T | 11/13 | 16-Cost-Volume-Profit | |
| R | 11/15 | 16-Cost-Volume-Profit | |
| T | 11/20 | 17-Tactical decision making | HW Cptr 16 |
| R | 11/22 | <i>No class. Campus closed for fall recess.</i> | |
| T | 11/27 | 17-Tactical decision making | |
| R | 11/29 | 18-Pricing and profitability | |
| T | 12/4 | 18-Pricing and profitability | HW Cptr 17 |
| R | 12/6 | Review | HW Cptr 18 Case write up |
| WED | 12/12 | Final Exam 10:10am-12:10pm Section 410-02 (9:30am) | |
| FRI | 12/14 | Final Exam 10:10am-12:10pm Section 410-01 (11:00am) | |