# Washington College
# Introduction to Managerial Accounting – BUS 212

**S. Lansing Williams, CPA, MBA**

Spring Semester, 2013

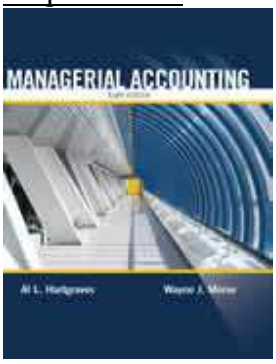
BUS 212-10: TuTh Daly 108, 10:00am

Office: Daly 202 Phone: ext. 6569 lwilliams3@washcoll.edu
Office Hours: MW 1:30pm – 3:20pm, by appointment, or stop in.

Accounting Workshop: Daly 106, Thursdays 4:00pm - 6:00pm

Course Description: Study of the use of accounting information to plan for, evaluate, and control activities. The course will explore various product and service costing procedures. We will also study responsibility accounting, budgets, financial analysis, cost control, and time value of money. Emphasis will be placed upon the use of information for management decisions. Computerized spreadsheets are integrated into the course.

Required Text:




**Managerial Accounting,** Sixth Edition
Al L. Hartgraves and Wayne J. Morse
Cambridge Business Publishers
ISBN: 978-1-934319-80-2

Learning Objectives:

1. To understand the basic features of accounting and reporting by organizations, including the principles underlying the design, integrity, and effectiveness of accounting information systems.
2. To understand fundamental accounting concepts in addition to the elements of financial statements.
3. To possess enhanced analytical skills and the ability to confront unstructured problems.
4. To develop skill in using computer spreadsheets (Excel).

Assessment of Objectives:
You will discover the extent of your accomplishment of the course objectives through the following activities:

1. Homework will allow you to demonstrate your mastery of basic accounting principles and procedures, and demonstrate your computer skills.
2. Exams will allow you to demonstrate your ability to analyze problems and apply your accounting knowledge.

Grading:
The elements of your grade will be as follows:

| | | | |
|---|---|---|---|
| Exam 1: | 15% | Homework: | 15% |
| Exam 2: | 15% | In Class Quizzes | 10% |
| Exam 3: | 15% | Class Participation | 15% |
| Exam 4: | 15% | | |

A component of all grades will be proper presentation and formatting of material. All financial reports and statements have a standard format which is illustrated in the textbook. Work not done in proper format, which, when using Excel, includes fitting worksheets and schedules to a single page, will be penalized.

Presentation includes spelling. Each misspelled word found will result in a one percentage point reduction of your grade.

Any financial statement or schedule which does not balance will result in an automatic loss of 15 per cent from your grade on that exercise.

Using EXCEL:
All homework must be submitted electronically, formatted so that financial statements, schedules, etc. do not overlap pages, and using excel formulas whenever a math function is required, i.e. addition, subtraction, multiplication, division, etc.

Grading Scale:

| | | | |
|---|---|---|---|
| A: 93-100 | B: 83-86 | C: 73-76 | D: 63-66 |
| A- 90-92 | B- 80-82 | C-: 70-72 | D-: 60-62 |
| B+: 87-89 | C+: 77-79 | D+: 67-69 | F: 0-59 |

Assignment Presentation:
Assignments are to be considered a professional effort. To that extent, all assignments turned in, including, but not limited to, exercises, homework, or the comprehensive problem, will be presented in a neat, legible format with font size not less than 11, with the students name, class and section, and date in the upper left hand corner. Multiple pages are to be stapled in such a manner as to not cause harm to anyone handling the document. The instructor will not be responsible for missing or lost pages.

Examinations:
Exams will be given in class. They will be a combination of true/false, multiple-choice, fill in the blank questions, and problems. The use of notes, laptop computers, and cell phone calculators will not be permitted. Standard financial calculators are permitted. Make-up exams will be considered on a case-by-case basis, however, only students who take the exam during the scheduled class period will be eligible for any curve of scores.

Homework:
Homework problems must be submitted electronically prior to the beginning of class. Bring 2 copies of the assignment to class, 1 for turn-in, the other for in-class review. Assignments received after the beginning of class will not receive credit.

Assignments will be due and discussed in class as listed in the schedule. These may change at the professor's discretion.

15% of each homework and the comprehensive problem grade will reflect Excel use.

> Using EXCEL:
> If appropriate, homework assignments are to be completed using EXCEL. Assignments must be formatted so that financial statements, schedules, etc. do not overlap pages, and using EXCEL formulas whenever a math function is required, i.e. addition, subtraction, multiplication, division, etc. Except where a problem requires decimal places, numbers are to be rounded to the nearest dollar, and use of comma separation between thousands is required.

Exercises and Problems:
Exercises and Problems will be discussed in class as listed in the schedule, and are expected to be completed prior to class. Exercises and Problems will not be graded, however understanding them will facilitate doing well on exams. Assigned exercises and problems may be collected at the beginning of class in lieu of an in class quiz. The schedule may change at the professor's discretion.

Extra Credit:
There will be no extra credit assignments given.

Class Participation:
Your class participation grade will consist of, but will not be limited to, having exercises and problems completed prior to class meeting, attendance, and active participation in class discussions.

Blackboard:
The solutions to Exercises and Problems, Homework, and Grades will be posted on Blackboard after the work is discussed in class. Other documents such as the syllabus will be posted as well.

Attendance Policy:
Class attendance is essential and necessary for successful completion of the course. Class attendance is part of the class participation grade.

Students who are under a doctor's care or medical advisory, and unable to attend class should notify the professor either by telephone or email prior to class to be excused from that class.

Students excused for any reason **will remain responsible** for any exercise and homework assignments due the day of the absence and any changes in the course schedule.

Classroom Etiquette:
Because of the disruption caused when entering and leaving the classroom, students are expected to be in their seats when class begins, and should not leave early, except for emergencies. Cell phones should be turned off to include text messaging. There will be no eating in class.

Learning Differences:
Students who are in need of special accommodations because of a documented learning disability or physical disability must submit appropriate documentation to the Assistant Dean for Academic Services. Once approved, the accommodation plan will be developed. It is the student's responsibility to share the accommodation plan with the instructor of the course at least one week PRIOR to the due date for tests or other assignments.

ETHICS:
It is expected that all students will abide by the Washington College Honor Code when completing any assignment or taking any examination. Failure to do so will result in a failing grade.

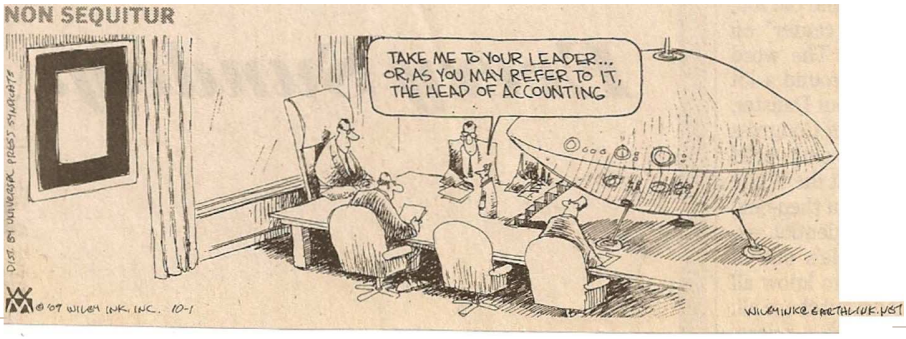
Required Calculator:
Any standard financial calculator.

Class Schedule:

| **Date** | **Reading Assignment** | **Exercises & Problems** | **Homework Assignment** |
|---|---|---|---|
| Jan 22 | Introduction to course/Chapter 1 | | |
| Jan 24 | Chapter 1 | MA1-33 | |
| Jan 29 | Chapter 2 Cost Behavior | | MA1-30, MA1-32 |
| Jan 31 | Chapter 2 | E2-20(a) | |
| Feb 5 | Chapter 3 Cost-Volume-Profit Analysis | | E2-21, P2-27, P2-28 |
| Feb 7 | Chapter 3 | | |
| Feb 12 | Chapter 4 Relevant Costs | | E3-17, E3-21, P3-32 |
| Feb 14 | **Exam I** – Chapters 1, 2, 3 | | |
| Feb 19 | Chapter 4 | | |
| Feb 21 | Chapter 5 Product Costing | | E4-20, E4-24, P4-31 |
| Feb 26 | Chapter 5 | | |
| Feb 28 | Chapter 6 Activity Based Costing | | E5-22, E5-25, P5-34 |
| Mar 5 | Chapter 6 | | |
| Mar 7 | Chapter 7 Additional Topics in Product Costing | | E6-22, E6-23, P6-28 |
| Mar 12 | Spring Break – No Class | | |
| Mar 14 | Spring Break – No Class | | |

| Date | Reading Assignment | Exercises & Problems | Homework Assignment |
|---|---|---|---|
| Mar 19 | **Exam II** – Chapters 4, 5, 6 | | |
| Mar 21 | Chapter 7 | | |
| Mar 26 | Chapter 8 Pricing, Other Management Decisions | | E7-23, P7-27 |
| Mar 28 | Chapter 8 | | |
| Apr 2 | Chapter 9 Operational Budgeting, Profit Planning | | E8-22, P8-32 |
| Apr 4 | Chapter 9 | | |
| Apr 9 | Chapter 10 – Standard Costs | | P9-42 |
| Apr 11 | **Exam III** – Chapters 7, 8, 9 | | |
| Apr 16 | Chapter 10 | | |
| Apr 18 | Chapter 11 Segment Reporting | | E10-26, P10-35 |
| Apr 23 | Chapter 11 | | |
| Apr 25 | Chapter 12 Capital Budgeting Decisions | | E11-26, P11-32 |
| Apr 30 | Chapter 12 | | |
| May 2 | TBD | | |

**Final Exam**: Friday, May 10, 9:00 am. Chapters 10,11,12

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