



Management Accounting 1 – ACCT 375
Business Administration Program

Course Outline

COURSE IMPLEMENTATION DATE: Pre 1998
OUTLINE EFFECTIVE DATE: September 2013
COURSE OUTLINE REVIEW DATE: March 2018

GENERAL COURSE DESCRIPTION:

This course starts with an introduction to cost terms and discusses the purposes of cost accounting. It is the first half of a two part course in cost and management accounting. Topics covered include cost-volume-profit analysis, job costing, activity-based costing, master budgets, flexible budgets and variances, income effects of alternative inventory costing methods and process costing.

Program Information: This course is designed for students wishing to pursue a career in accounting. It is also transferable to professional accounting associations and various university business degree programs.

ACCT 375 is required in both the Accounting and Aboriginal Financial Manager majors of the Business Administration two-year diploma. Other students in Business Administration or other diploma or associate degree programs with Introductory Accounting prerequisites can take it as a business administration elective.

Delivery: This course is delivered face-to-face and online.

COTR Credits: 3

Hours for this course: 45 hours

Typical Structure of Instructional Hours:

Instructional Activity	Duration
Lecture Hours	45
Seminars / Tutorials	
Laboratory / Studio Hours	
Practicum / Field Experience Hours	
Other Contact Hours	
Total	45

Practicum Hours (if applicable):

Type of Practicum	Duration
On-the-job Experience	N/A
Formal Work Experience	N/A
Other	N/A
Total	

Course Outline Author or Contact:
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Signature

APPROVAL SIGNATURES:

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Department Head Signature

Dean of Instruction Signature

EDCO

Valid from: September 2013 – March 2018

Education Council Approval Date

COURSE PREREQUISITES AND TRANSFER CREDIT:

Prerequisites: ACCT 262 and a post-secondary Math course (e.g., Math 101, 111 or 113)

Corequisites: None

Students require a minimum grade of “C-” in a prerequisite course to progress to the subsequent course. A grade of “D” grants credit. Students require a minimum grade of “C” for credit towards the BBA degree.

Flexible Assessment (FA):

Credit can be awarded for this course through FA Yes No

Learners may request formal recognition for flexible assessment at the College of the Rockies through one or more of the following processes: External Evaluation, Worksite Assessment, Demonstration, Standardized Test, Self-assessment, Interview, Products/Portfolio, Challenge Exam. Contact an Education Advisor for more information.

Transfer Credit: For transfer information within British Columbia, Alberta and other institutions, please visit <http://www.cotr.bc.ca/Transfer>.

Students should also contact an academic advisor at the institution where they want transfer credit.

Prior Course Number: BUAD 205 ⇔⇔ ACCT 375
Date changed: June 2010

Textbooks and Required Resources:

Textbook selection varies by instructor and may change from year to year. At the Course Outline Effective Date the following textbooks were in use:

Horngren Charles T. et al, *Cost Accounting, A Managerial Emphasis*, 5th Canadian Edition, Pearson, Prentice Hall, Publisher

Please see the instructor's syllabus or check COTR's online text calculator http://www.cotr.bc.ca/bookstore/cotr_web.asp?IDNumber=164 for a complete list of the currently required textbooks.

LEARNING OUTCOMES:

Upon the successful completion of this course, students should be able to

Comprehension

- describe the role of cost accounting and compare and contrast to financial accounting;
- describe how the value chain of business functions relates to pricing, investing, profitability and customer satisfaction; and
- describe various capacity concepts and identify factors managers consider when choosing a capacity level.

Application

- prepare cost allocation reports and journal entries for job costing, activity based costing and process costing systems;
- differentiate absorption costing, variable costing, throughput costing and prepare income statements using each;
- differentiate among spoilage, rework and scrap and account for each under several costing schemas;
- develop cash budgets and master operating budgets and supporting schedules;
- select and justify the use of appropriate and relevant costs for a variety of purposes including cost volume profit analysis and product mix decisions; and
- develop flexible budgets and calculate and analyze variances.

Analysis

- describe cost classification and allocation systems; explain how and why they differ.

Teamwork and Communication

- communicate effectively in appropriate cost accounting terms in formal and informal situations;
 - support and evaluate classmates learning activities and presentations; and
 - manage small projects individually and with a group.
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COURSE TOPICS:

- The Accountant's Role in the Organization
- An Introduction to Cost Terms and Purposes
- Cost-Volume-Profit Analysis
- Job Costing
- Activity-Based Costing and Activity-Based Management

- Process Costing
- Spoilage, Rework, and Scrap
- Master Budget and Responsibility Accounting
- Flexible Budgets, Variances, and Management Control
- Income Effects of Alternative Inventory Costing Methods

See instructor's syllabus for the detailed outline of weekly readings, activities and assignments.

ESSENTIAL SKILLS DEVELOPED IN THIS COURSE:

Students can expect to develop the following skills in this course:

Skills for Busy Students

- Recognize personal learning style

Keyboarding Skills

- Use alphabetic, figure and symbol keys

EVALUATION AND ASSESSMENT:

Assignments	% Of Total Grade
Assignments	20%
Midterm Exam	30%
Final exam	<u>50%</u>
Total	100%

Please see the instructor's syllabus for specific classroom policies related to this course, such as details of evaluation, penalties for late assignments and use of electronic aids.

EXAM POLICY:

Students must attend all required scheduled exams that make up a final grade at the appointed time and place.

Individual instructors may accommodate for illness or personal crisis. Additional accommodation will not be made unless a written request is sent to and approved by the appropriate Department Head prior to the scheduled exam.

Any student who misses a scheduled exam without approval will be given a grade of "0" for the exam.

COURSE GRADE:

Course grades are assigned as follows:

Grade	A+	A	A-	B+	B	B-	C+	C	C-	D	F
Mark (Percent)	≥ 90	89-85	84-80	79-76	75-72	71-68	67-64	63-60	59-55	54-50	< 50

A grade of "D" grants credit, but may not be sufficient as a prerequisite for sequential courses.

ACADEMIC POLICIES:

See www.cotr.bc.ca/policies for general college policies related to course activities, including grade appeals, cheating and plagiarism.

COURSE CHANGES:

Information contained in course outlines is correct at the time of publication. Content of the courses is revised on an ongoing basis to ensure relevance to changing educational, employment and marketing needs. The instructor will endeavour to provide notice of changes to students as soon as possible. The instructor reserves the right to add or delete material from courses.