



**MANAGERIAL ACCOUNTING  
COMM - 211  
FALL 2015**

**INSTRUCTOR** *Jaspreet Sra*  
**E-MAIL** *Jaspreet.Sra@unbc.ca*  
**OFFICE LOCATION** *10 - 4528*  
**OFFICE HOURS** *Tuesday, 1:00p.m. – 2:00p.m. or by appointment*  
**CLASS TIME** *2:30 a.m. - 3:50 p.m. Tuesdays and Thursdays*  
**CLASS LOCATION** *Room # 7-150*  
**WEBSITE:** *www.unbc.ca/commerce*

Information regarding the School of Business at UNBC can be found at: <http://www.unbc.ca/commerce>

**COURSE DESCRIPTION**

This course is an introduction to the development and use of accounting information for managerial planning and control and the development of cost information for financial reports.

**REQUIRED TEXTS**

Hongren, Datar, Foster, Rajan, Ittner, Gowing & Janz – Cost Accounting, A Managerial Emphasis, 7<sup>th</sup> Canadian Edition, Pearson 2016

**COURSE EXAMS AND GRADE WEIGHTING**

**Exams:** The exams will cover all materials up to the last lecture prior to the exam. Both mid-term and final exams will be closed-book tests.

**Course Evaluation and Grade Weighting**

Assignment	Due Date	Grade Weight
Midterm Exam I	Feb.2, 2016	20%
Midterm Exam II	Mar.3, 2016	20%
Quizzes (3)	TBA	10%
Final Exam *	TBA	40%
Participation **	N/A	10%

\*Final Exam will be 3 hours approx.

\*\* Class participation includes work given in the class must be completed in the class attended.

*There is NO make-up test for the midterms. Anyone who misses the midterm test must provide written explanation with supporting document(s), and write a “comprehensive” final examination. Marks for the midterm will be adjusted to the final exam.*

*All the required material and important information will be posted on the blackboard. So make sure to check the blackboard once a day.*

COURSE SCHEDULE:	CHAPTERS
Accountant’s Role in Decision Making	1
Introduction to Cost Terms and Purposes	2
Cost-Volume-Profit Analysis	3
Job Costing	4
Activity-Based Costing and Management	5
Master Budget and Responsibility Accounting	6
Flexible Budgets, Variances, and Management Control I	7
Flexible Budgets, Variances, and Management Control II	8

**If time permits:**

Income Effect of Denominator Level on Inventory Valuation	9
Quantitative Analyses of Cost Functions	10

*\*Please note that the above course outline is tentative. Although the major topics will be covered, the detail and extent of coverage will depend at which the class progresses.*

☺ **Midterm Break: February 8-14 (no class)**

## CONDUCT IN EXAMINATIONS

Students must present appropriate identification upon entering the examination room. Appropriate identification is defined as a UNBC student card and/or some other form of photo identification acceptable to the proctor. The following regulations (Regulation 40 Undergrad Calendar) apply to the conduct of examinations:

- a. Books, papers, or other materials or devices must not be in the possession of the student during an exam except by the express permission of the examiner. No laptop computers, no cell phones, handheld electronic devices or the like may be in possession of the student in the examination room.
- b. No candidate is permitted to enter the examination room more than 30 minutes after the beginning of the examination, or permitted to leave within 30 minutes after the examination has started.
- c. Candidates must not communicate in any way with other candidates in the examination room.
- d. Candidates must not leave their seats, except when granted permission by the proctor.
- e. Candidates must turn in all materials, including rough work, upon leaving the examination room.
- f. Food and beverages other than water are not permitted in the examination room.

## MISSING A MIDTERM OR EXAM

Advance notice must be given when a student is unable to appear for an examination. Only duly authenticated bereavement, illness and legitimate reasons are admissible justifications for absence from a scheduled examination (e.g. Writing an LSAT or CGA/CPA exam and there is a time conflict).

***Do not schedule travel during the midterm or exam period that may conflict with your final exam!***

## IF YOU HAVE MISSED A FINAL EXAMINATION

Satisfactory explanation, with supporting documentation as appropriate, for any final examination missed must be made by the student or designate to the Office of the Registrar within 48 hours from the time the examination was written.

Within 48 hours of receiving a submission, the Registrar or designate may direct the Program under which the course is offered to arrange the writing of a special examination in the case of an examination which was missed.

Normally, for explanations of sickness, a doctor's certification is required.(Regulation 43. Undergraduate Calendar)

## GRADING

Grading System see website [www.unbc.ca/calendar/undergraduate/general/regulations.html](http://www.unbc.ca/calendar/undergraduate/general/regulations.html)

<u>Excellent</u>	A+	=	90-100
	A	=	85-89.9
	A-	=	80-84.9
<u>Good</u>	B+	=	77-79.9
	B	=	73-76.9
	B-	=	70-72.9
<u>Satisfactory</u>	C+	=	67-69.9
	C	=	63-66.9
<u>Marginal</u>	C-	=	60-62.9
	D+	=	57-59.9
	D	=	53-56.9
	D-	=	50-52.9
<u>Failure:</u>	F	=	0-49.9

## **PLAGIARISM AND ACADEMIC MISCONDUCT**

It is the student's responsibility to be aware of UNBC's Academic regulations, policies and procedures as described in Section 45 of the Undergraduate Academic Calendar. Please refer to the UNBC website. <http://www.unbc.ca/calendar/undergraduate/regulations>

### ***A definition of academic misconduct includes:***

Cheating (using unauthorized material, information, or study aids in academic exercise), plagiarism, falsification of records, unauthorized possession of examinations, intimidation and any and all other actions that may improperly affect the evaluation of a student's academic performance or achievement, assisting others in any act, submission of the same work for grades in two courses without permission of the instructor or attempts to engage in such acts.

The regulations on plagiarism apply to all material submitted for a grade: essays, exams, assignments, cases, presentations, quizzes, and practice sets. Any case of suspected academic misconduct will be reported to the campus registrar. If the student is found guilty of academic misconduct there are both grade penalties and disciplinary penalties. Before there is any intention (on your part) or suspicion (on the part of your instructor or your peers) of wrongdoing, please see the instructor to discuss any problems of this nature. If your paper closely resembles a paper from this class or any other class (either written by you or another student, in this semester or any other), this will be considered an infraction of the academic misconduct code.

### **Respect**

Please demonstrate respect to your fellow students who express their thoughts and explore new ideas in the course.

### **Ethical Standards**

The following behaviors are considered unethical:

- Telling the instructor that you "need" a certain grade
- Asking for extra assignments for the purpose of raising a grade
- Asking that the grade be raised because it is very close to the next higher grade
- Asking that the grade be raised because you did very well on one part of the course or grading scheme
- Asking for a higher grade because you don't like the grading scheme
- Asking to be allowed to turn in an assignment late - even a few minutes late - because of Computer or printer problems or any other reason
- Asking to be treated better than other students by making an exception to the rules
- Asking for any other unfair advantage in grading.

### **MISSED Midterms**

If you have missed a midterm, the student should contact the instructor immediately.

### **FINAL Exam**

In addition to the above comments on examinations, please see the calendar regarding details on UNBC expectations. Please refer to Section 39 of the Undergraduate Academic Calendar.

### **Access Resource Centre**

If there are students in this course who, because of a disability, may have a need for special academic accommodations, please feel free to meet with the instructor to review your specific needs or contact the Access Resources Centre located in the Teaching and Learning Centre, Main Floor West Block Room 10-1048 Tel 250-960-5682 or via email [arc@unbc.ca](mailto:arc@unbc.ca) For more information, please visit their website [www.unbc.ca/arc](http://www.unbc.ca/arc)

## **Academic Advising**

For academic advising please contact the Recruitment and Advising Centre Room 7-714, by email: [advising@unbc.ca](mailto:advising@unbc.ca) or via phone at 250-960-6494.

## **Learning Skills Centre**

For tutoring online or in person; download handouts on writing, math, and referencing; receive study assistance; and much more, please see the Learning Skills Centre. Their website is [www.unbc.ca/asc](http://www.unbc.ca/asc)

The Academic Success Centre is committed to supporting and enhancing student learning and to providing the skills students will need to become life-long learners. Through collaborative partnerships, we offer services and resources that empower students to take responsibility for their own learning. Our students' success is our ultimate measure of accomplishment.

This site provides you with access to:

- Free online tutoring
- Downloadable handouts for writing, study skills, math, and presentation skills
- Access to self assessment sites for learning styles, grammar, math, etc.
- Information about face-to-face tutoring and how to book an appointment
- Special programs and workshops offered through the Centre

For more information, please contact the Learning Skills Centre located in the Teaching and Learning Building, Room 10-2584 or via Tel 250-960-6367 Fax 250-960-5425 or via email [lsc@unbc.ca](mailto:lsc@unbc.ca). Their website is [www.unbc.ca/asc](http://www.unbc.ca/asc)