San José State University

College of Business
Department of Accounting and Finance
BUS 21 Managerial Accounting
Section: 1 Semester: Winter January 2016

Instructor: Carroll I. Buck
Office Location: Business Tower 456
Telephone: 408 924-3496
Email: carroll.buck@sjsu.edu
Office Hours: Daily immediately after class

Class Days/Time: M,T,W,TH,F (Campus closed 1/18 For Martin Luther King Holiday) 9:00 to 12:00
Classroom: BBC 107

Prerequisites: Bus 20 – Financial Accounting or Bus 20N – Survey of Accounting (with a minimum grade of “C”).

Required Texts
The book is available at the University Bookstore in the Student Union and online.

Faculty Web Page
Copies of the course materials such as the syllabus, major assignment handouts and problem solutions may be found on my faculty web page accessible through the faculty home page.
http://www.cob.sjsu.edu/buck_c

Course Description
This is the study of how managers use accounting information in decision-making, planning, directing operations and controlling. It focuses on cost terms and concepts, cost behavior, cost structure and cost-volume-profit analysis. It includes issues relating to cost systems,
cost control, profit planning, operations and capital budgeting, relevant costs for decision making and performance analysis in manufacturing and service environments.

**Course Goals (aligned with the College of Business Program Goals {CBPG})**

1. Understand how accounting data is used internally within a company for planning operations, controlling activities, and making decisions. (CBPG1)

2. Understanding of the concepts of cost accumulation for product costing; cost-volume-profit relationships; profit planning; standard costing; static and flexible budgets; performance measurement; and relevant costs for decision making. (CBPG1)

3. Understand how to prepare and evaluate Schedule of Cost of Goods Manufactured and Schedule of Cost of Goods sold (CBPG1, CBPG5)

4. Prepare and analyze the traditional and contribution-margin income statements in order to make decisions. (CBPG1, CBPG5)

5. Understanding of the above concepts in order to select, interpret, and analyze the information in order to make business decisions. (CBPG5)

6. Understand the accounting system and the issue of internal controls and the impact of technology on the business environment. (CBPG2, CBPG3)

7. Identify and understand the ethical implications inherent in managerial accounting and be able to apply strategies for addressing them. (CBPG 3)

8. Express ideas clearly, logically, and persuasively in oral and written communication (CBPG2)

**Student Learning Objectives**

Upon successful completion of this course, students will:

1. Identify and illustrate the primary activities and informational needs of managers and explain the role of the managerial accountant as a member of the management team.

2. Compare and contrast financial and managerial accounting.

3. Define and illustrate various cost terms, concepts, and behaviors and evaluate their relevancy for different decision-making purposes.


5. Understand cost behavior and classify costs as to variable, fixed, opportunity, discretionary and semi-variable.
6. Prepare contribution-margin income statements; define related terms; explain cost-volume-profit analysis; degree of operating leverage and safety margin and employ each as an analytical tool.

7. Describe the traditional types of product costing systems, illustrate the flow of costs in each, and prepare related accounting records and reports.

8. Calculate and understand the application of over and under applied overhead.

9. Discuss the impact of technology on the manufacturing environment, its implications for product costs and the development of activity-based costing and management.

10. Understand the purposes of budgeting; prepare a master budget and its component schedules, and relate the budget to planning and control.

11. Understand the flexible budget and how it differs from the static budget.

12. Understand the development and use of standard costs, prepare and interpret variances and relate them to responsibility accounting and control.

13. Explain revenue, profit and investment centers.

14. Define relevant costs and benefits and prepare analyses related to special decisions.

15. Identify the ethical implications and be able to apply strategies for addressing them.

Course Format
The overall emphasis of this course is the use of accounting data within an organization by its managers. Managers need information to carry out three essential functions: (1) planning operations, (2) controlling activities, and (3) making decisions. The purpose of this course is to show what kind of information is needed, where this information can be obtained, and how information can be used by managers as they carry out their planning, control, and decision-making responsibilities.

Course Evaluation
Three Exams 500 points (100%)

Total 500 points (100%)
Grading Information

The grading scheme for this class is as follows:

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Classroom Protocol

The format for exams is primarily multiple choice with some problems and short answer questions. Make-up exams will only be considered for TRUE EMERGENCIES ONLY. If you have a conflict or problem, contact me prior to the exam and I will try to help you resolve the problem. You will not be allowed any notes or references as you take the exams so try not to become too dependent on the book as you do your assignments. There are four exams scheduled during the semester. In class reviews for the exams will include practice test questions. There is no extra credit in this course so prepare well for the exams.
Required Topics:

1. Basic Cost management concepts and terms
2. Coverage of some of the costing methods (job-order, process costing, ABC costing)
3. Cost-volume-profit analysis
4. Profit planning and budgeting
5. Static versus flexible budgeting
6. Variances related to standard costing and flexible budgeting
7. Responsibility accounting and performance analysis
8. Decision making: relevant costs and benefits; various types of special decisions (make or buy, special orders, capital expenditures)
9. Ethical issues

Dropping and Adding

Students are responsible for understanding the policies and procedures about add/drops, academic renewal, etc. Information on add/drops are available at http://www.sjsu.edu/advising/faq/index.htm#add
Information about late drop is available at http://www.sjsu.edu/aars/policies/latedrops/. Students should be aware of the current deadlines and penalties for adding and dropping classes.

Assignments and Grading Policy

Homework assignments for the semester are attached. Students are expected to complete each homework assignment prior to the next class meeting. Homework will be collected periodically, at the instructor’s option, so be prepared to turn in your written solutions to the homework.

Working through problems is the best way for you to learn the material. The purpose of completing the assignments on time is to discuss them in class, and your participation is expected. Solutions to the problems will be made available to ensure complete understanding of the material.

In preparation for quizzes and exams you should consider completing other exercises and problems at the end of each chapter and additional problems are available on the book website.
University Policies

Academic integrity

Students should know the University’s Academic Integrity Policy that is available at http://www.sa.sjsu.edu/download/judicial_affairs/Academic_Integrity_Policy_S07-2.pdf. Your own commitment to learning, as evidenced by your enrollment at San Jose State University and the University’s integrity policy, require you to be honest in all your academic course work. Faculty members are required to report all infractions to the office of Student Conduct and Ethical Development. The website for Student Conduct and Ethical Development is available at http://www.sa.sjsu.edu/judicial_affairs/index.html.

Instances of academic dishonesty will not be tolerated. Cheating on exams or plagiarism (presenting the work of another as your own, or the use of another person’s ideas without giving proper credit) will result in a failing grade and sanctions by the University. For this class, all assignments are to be completed by the individual student unless otherwise specified. If you would like to include in your assignment any material you have submitted, or plan to submit for another class, please note that SJSU’s Academic Policy F06-1 requires approval of instructors.

Campus Policy in Compliance with the American Disabilities Act

If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible, or see me during office hours. Presidential Directive 97-03 requires that students with disabilities requesting accommodations must register with the DRC (Disability Resource Center) to establish a record of their disability.

Learning Assistance Resource Center

The Learning Assistance Resource Center (LARC) is located in Room 600 in the Student Services Center. It is designed to assist students in the development of their full academic potential and to motivate them to become self-directed learners. The center provides support services, such as skills assessment, individual or group tutorials, subject advising, learning assistance, summer academic preparation and basic skills development. The LARC website is located at http://www.sjsu.edu/larc/.

Peer Mentor Center

The Peer Mentor Center is located on the 1st floor of Clark Hall in the Academic Success Center. The Peer Mentor Center is staffed with Peer Mentors who excel in helping students manage university life, tackling problems that range from academic challenges to interpersonal struggles. On the road to graduation, Peer Mentors are navigators, offering “roadside assistance” to peers who feel a bit lost or simply need help mapping out the
locations of campus resources. Peer Mentor services are free and available on a drop-in basis, no reservation required. The Peer Mentor Center website is located at http://www.sjsu.edu/muse/peermentor/.

College of Business Program Goals (CBPG):

1. Business Knowledge
   - Understand basic business principles and demonstrate discipline-specific competencies as applied to local and global environments.

2. Communication
   - Communicate ideas clearly, logically, and persuasively in oral and written format, using technology appropriately.

3. Ethical Awareness
   - Recognize, analyze, and articulate solutions to ethical issues that arise in business.

4. Leadership, Teams and Diversity
   - Comprehend the challenges and opportunities of leading and working in diverse teams and environments.

5. Critical Thinking
   - Comprehend, analyze, and critically evaluate complex and unstructured qualitative and quantitative business problems, using appropriate tools and technology.

6. Innovation
   - Recognize, analyze, and articulate strategies for promoting creativity and innovation.

College of Business Policies

To ensure that every student, current and future, who takes courses in the Boccardo Business Center has the opportunity to experience an environment that is safe, attractive, and otherwise conducive to learning, the College of Business at San José State has established the following policies:

Eating:
Eating and drinking (except water) are prohibited in the Boccardo Business Center. Students with food will be asked to leave the building. Students who disrupt the course by eating and do not leave the building will be referred to the Judicial Affairs Officer of the University.

Cell Phones:
Students will turn their cell phones off or put them on vibrate mode while in class. They will not answer their phones in class. Students whose phones disrupt the course and do not stop when requested by the instructor will be referred to the Judicial Affairs Officer of the University.
**Computer Use:**
In the classroom, faculty allow students to use computers only for class-related activities. These include activities such as taking notes on the lecture underway, following the lecture on Web-based PowerPoint slides that the instructor has posted, and finding Web sites to which the instructor directs students at the time of the lecture. Students who use their computers for other activities or who abuse the equipment in any way, at a minimum, will be asked to leave the class and will lose participation points for the day, and, at a maximum, will be referred to the Judicial Affairs Officer of the University for disrupting the course. (Such referral can lead to suspension from the University.) Students are urged to report to their instructors computer use that they regard as inappropriate (i.e., used for activities that are not class related).

**Academic Honesty:**
Faculty will make every reasonable effort to foster honest academic conduct in their courses. They will secure examinations and their answers so that students cannot have prior access to them and proctor examinations to prevent students from copying or exchanging information. They will be on the alert for plagiarism. Faculty will provide additional information, ideally on the green sheet, about other unacceptable procedures in class work and examinations. Students who are caught cheating will be reported to the Judicial Affairs Officer of the University, as prescribed by Academic Senate Policy S04-12.
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