



DEPARTMENT OF BUSINESS AND OFFICE ADMINISTRATION

COURSE OUTLINE – WINTER 2018

AC 3220 Managerial Information and Control Systems 3 (3-0-0) UT 45 hours for 15 weeks

INSTRUCTOR: Emily Fraser

PHONE: 780-539-2947 (Office)

OFFICE: C416

E-MAIL: efraser@gprc.ab.ca

OFFICE HOURS: Tuesday and Thursday
11:30 – 1:00 pm or by appointment

CALENDAR DESCRIPTION:

This course includes corporate goals, planning and control concepts, cost accumulation for pricing purposes and product costing.

PREREQUISITE:

AC 3110 or equivalent.

REQUIRED TEXT/RESOURCE MATERIALS:

R. Garrison, T. Libby, and A. Webb, *Managerial Accounting*, 10th Canadian edition, McGraw-Hill Ryerson, 2015. ISBN 13: 9781259103278

The preceding ISBN for the text includes the *Connect* online learning system. *Connect* online learning system is **not** a requirement for this course – however it is a valuable resource. **The text will be used extensively in each class for this course.**

DELIVERY MODE(S):

For each topic listed, there will be a classroom lecture/discussion and a demonstration of related accounting procedures. Regular classroom attendance is expected. I will assign relevant textbook readings and problems and test your knowledge, understanding and application of the material. You may supplement your studying with *Connect*. Assignments will be completed on *Connect*. Important information, announcements and grades will be posted on Moodle. The grades posted on Moodle are not final. Check your GPRC account for your final term grade.

COURSE OBJECTIVES:

This course is designed to help students understand the role of management accounting in contemporary business organizations. Topics covered are as follows:

- Cost Terms, Concepts and Classifications
- Systems Designs: Job-Order Costing.
- Activity-Based Costing
- Cost Behavior: Analysis and Use
- Cost-Volume-Profit and Accounting for Overhead
- Variable Costing
- Budgeting
- Standard Costs and Overhead
- Reporting for Control
- Relevant Costs for Decision Making
- Capital Budgeting Decisions

LEARNING OUTCOMES:

Upon completion of this course the student will be able to:

- Describe the role of management accountants. and Prepare financial statements for a manufacturing firm, including a schedule of cost of goods manufactured.
- Identify, categorize and analyze the behavior of costs.
- Utilize cost-volume-profit analysis, margin of safety, and degree of operating leverage information in making decisions.
- Compare product costs computed using traditional and activity-based costing methods.
- Reconcile variable and absorption costing operating income.
- Prepare the supporting components of a master budget and the budgeted financial statements.
- Compute and interpret manufacturing variances. Prepare performance reports.
- Analyze performance based on return on investment and residual income.
- Determine the most profitable use of a constrained resource.
- Evaluate an investment project using net present value and internal rate of return.
- Explain and use the balanced scorecard to evaluate and motivate performance within organizations.
- Explain the nature and importance of ethics for accountants and discuss standards of ethical conduct.

TRANSFERABILITY:

AC 3220 is transferable to the following Alberta Colleges and Universities:

- Athabasca University: ACCT 355 (3)
- Burman University: ACCT 212 (3)
- King's University, The: BUSI 355 (3)
- MacEwan University: ACCT 322 (3)
- University of Alberta: ACCTG 322 (3) OR AUACC 322 (3)
- University of Calgary: ACCT 323 (3)
- University of Lethbridge, The: MGT 2400 (3)

* **Warning:** Although we strive to make the transferability information in this document up-to-date and accurate, **the student has the final responsibility for ensuring the transferability of this course to Alberta Colleges and Universities.** Please consult the Alberta Transfer Guide for more information. You may check to ensure the transferability of this course at Alberta Transfer Guide main page <http://www.transferalberta.ca> or, if you do not want to navigate through few links, at <http://alis.alberta.ca/ps/tsp/ta/tbi/onlineSearch.html?SearchMode=S&step=2>

** Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. **Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability.**

EVALUATIONS:

Assignments	10%
Quiz	10%
Term Test #1	25%
Term Test #2	20%
Final Examination	<u>35%</u>
Total	<u>100%</u>

GRADING CRITERIA:

Please note that Universities will not accept your course for transfer credit if your grade is less than C-. Do not get less than "C-" if you are planning to transfer to a university.

Grades will be assigned on a Letter Grading System using the following conversion chart:

Alpha Grade	4-point Equivalent	Percentage Guidelines		Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	90-100		C+	2.3	67-69
A	4.0	85-89		C	2.0	63-66
A-	3.7	80-84		C-	1.7	60-62
B+	3.3	77-79		D+	1.3	55-59
B	3.0	73-76		D	1.0	50-54
B-	2.7	70-72		F	0.0	00-49

Assignment, Quiz and Exam Policy

- Assignments may be completed on Connect but they must be submitted on the Connect due date. Alternatively, assignments may be written and submitted at the beginning of class. No late submissions will be allowed.
- The quiz will be written as scheduled by the instructor. It is anticipated that the quiz will include material up to and including chapter 5.
- Term Tests are scheduled for February 27, 2018 and March 27, 2018. Do not plan to be away on these dates.
- Final examinations will be written in the gym and scheduled by the Registrar during the period April 16- 26, 2018. Do not plan any activities during this entire time period.
- There will be no rescheduling or rewrites provided for quizzes or exams in this course. If there is an excusable absence the weighting of the missed quiz or test will be added to the final exam weighting.

COURSE SCHEDULE/TENTATIVE TIMELINE:

<u>Week</u>	<u>Topic</u>	<u>Required Reading</u>
1	Cost Terms, Concepts and Classifications	Chapter 2
2	Cost Behavior: Analysis and Use	Chapter 3.
3	Cost-Volume-Profit Relationships	Chapter 4
4	Systems Designs: Job-Order Costing	Chapter 5.
5	Systems Design: Process Costing	Chapter 6
5-6	Activity-Based Costing	Chapter 7
6	Variable Costing	Chapter 8
7	<i>Family Day/Winter Break</i>	<i>Feb 19 – 23</i>
8 (Feb 27)	Term Test #1	Chapters 2 to 8.
9	Budgeting	Chapters 9
10	Standard Costs and Overhead	Chapter 10
11	Reporting for Control	Chapter 11
12 (Mar 27)	Term Test #2	Chapters 9 - 11
12 – 13	Relevant Costs for Decision Making	Chapter 12
13 - 14	Capital Budgeting Decisions	Chapter 13
15: Date TBA	Final Exam	Comprehensive: All Chapters covered

Course Schedule is approximate and may vary slightly at the discretion of the instructor.

STUDENT RESPONSIBILITIES:

Each student is expected to come to class on time. Arriving late is disruptive to the entire class. The expectation for this course is that students have read the material and attempted the exercises and problems we will cover in class. Reading and practicing problems prepares you for classroom activities.

Adopting and adhering to effective learning habits in this course will likely take up a great deal of time so plan your schedule accordingly.

Special note on cell phone use: The use of cell phones during class time is unprofessional and distracting to the instructor and fellow students. Texting during class is therefore strictly prohibited. Cell phones must be either ***turned off*** or set to *silent* mode.

STATEMENT ON PLAGIARISM AND CHEATING:

Accounting in the real world is often performed in collaborative and team situations. Working in study groups is an efficient and effective way for students to learn, however each student must submit his/her own original work.

Plagiarism will not be tolerated and there will be penalties. For a more precise definition of plagiarism and its consequences, refer to the Student Conduct section of the College Admission Guide at <http://www.gprc.ab.ca/programs/calendar/> or the College Policy on Student

Misconduct: Plagiarism and Cheating at <http://www.gprc.ab.ca/about/administration/policies/>

If you have questions on whether or not you might be violating this policy, please discuss this with your instructor **before** you submit your assignment.

****Note:** all Academic and Administrative policies are available on the same page.