



MOUNT ST. JOSEPH
UNIVERSITY

MANAGERIAL ACCOUNTING (ACC 600-S7)

(Saturday: 8:30 a.m. – 12:30 p.m.; Room SC 314)

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Office Hours
By Appointment

COURSE DESCRIPTION

Prerequisite(s): ACC 213. This course focuses on the use of accounting concepts, systems, and tools in managing contemporary organizations. Emphasis is on the role of accounting in managerial and organizational planning, control, and decision-making. Students will develop a working knowledge of accounting systems, understand the importance of ethical standards in accounting activities, and apply accounting concepts in "real world" cases and scenarios.

COURSE LEARNING OUTCOMES ["CLO"]

After this course, students will be able to complete the following managerial activities:

1. distinguish among fixed, mixed, and variable costs, relate them to cost drivers and create cost functions to predict costs;
2. calculate the contribution margin and contribution margin ratio and use information to predict sales volumes and revenues required to earn target profits and to break even;
3. analyze cost of goods manufactured and cost of goods sold, using product costs, and work-in-process and finished goods inventories;
4. prepare master budgets, flexible budgets, and produce and interpret variances to

- facilitate managerial decision-making;
- 5. identify relevant and irrelevant costs for short-term managerial decision-making; and
- 6. distinguish between and determine when and how to use discounting and non-discounting models for long-term and capital investment decision-making.

SELECT PROGRAM LEARNING OUTCOMES [“PLO”]

2 – Critical and Creative Thinking: Graduates are able to critically evaluate, analyze, and interpret information to solve problems and make business decisions.

2.2 Students will demonstrate an understanding of how to identify relevant costs, revenues, and cash flows, and how to use this information in analyzing optimal choices from among available courses of action.

5 – Business and Information Technology Literacy: Graduates demonstrate knowledge of core business functions and use appropriate technology to access financial and business information.

5.1 Students will demonstrate relevant conceptual knowledge of the functional areas of business and apply it to unstructured business problems.

PEDAGOGY

Your educating yourself well and our achieving the objectives of the course depend upon good classroom discussions and reports. Thus, you must read carefully **prior** to attending classes, prepare well your homework assignments, memoranda, and designated presentations, and prepare to contribute to classroom discussions on a regular basis.

REQUIRED TEXT AND SUPPLEMENT

Noreen, Brewer, & Garrison, *Managerial Accounting for Managers, 5th Edition*, McGraw-Hill Education (2020). ISBN 9781260480795 (loose-leaf version) or 9781259969485 (book rental) 2020.

Strunk and White, *The Elements of Style*, Fourth Edition (2000).

PERFORMANCE EVALUATION

Description	Letter Grade	GPA Scale	Range
Excellent	A	4.0	90% - 100%
Very Good	B	3.0	80% - < 90%
Good	C	2.0	65% - < 80%
Fail	F	0	< 65%

[Drafted: 5 January 2020]
[Revised: 13 January 2020]

BASES FOR GRADE

You earn a grade based on the following criteria:

Ethics Memoranda	10%
Quizzes	10%
Homework	15%
Examination #1	20%
Examination #2	20%
Final Examination (<u>Comprehensive</u>)	<u>25%</u>
Total	<u>100%.</u>

1. **Ethics Memoranda.** (10% of Total Grade) Ethics has always been a major dimension of business success. Recent revelations and resulting scandals have caused even more focus on the issue. Unfortunately and too often, managers have been the culprits and, in some instances, perhaps, the scapegoats. Therefore, **10% of your total grade** depends upon your identifying and sharing your reactions to ethics scenarios provided during the semester.

Please note that you must submit **three (3)** ethics memoranda (of no more than **three** pages in length) during the semester: January 25 (**TBA**), and February 8 (**TBA**). I expect professionally crafted, grammatically correct, and properly formatted memoranda. (Note: I will use the Strunk and White text, ***The Elements of Style*** (especially the first 14 pages) in judging style elements of your writing.) You must also prepare to make comments on the subject matter during the class period. Finally, you must submit your memoranda no later than at the beginning of the class period on the dates they are due.

2. **Homework.** (15% of Total Grade) Homework is due on the date listed on the attached "Tentative Calendar of Assignments." **Late** homework is **not** accepted. To allow for emergencies and other unforeseen circumstances, I allow one day of "free passes" (i.e., instance in which you may fail to submit your homework in a timely fashion without penalty). However, you must complete the other assignments if you wish to earn the credit; I cannot accept any excuses for not submitting homework, beyond the one-day "free pass." The one exception to the rule is that I will accept the first assignment, due on **January 18, on January 25 – in addition to the assignments scheduled as due on January 25.**
3. **Quizzes.** (10% of Total Grade) Another learning enhancement results from your work in completing announced and unannounced quizzes. Quizzes usually cover segments of chapters or concepts, theories, and applications discussed either during the current or immediately preceding class period. They may be announced or unannounced. Also, please note well that you only receive one-day's "free passes" for quizzes. I cannot accept any excuses for your not writing quizzes. They are critical to your success in mastering the materials in this course. **Also, please**

note that I often administer more than one quiz during class meetings (often as many as three). Consequently, if you cannot attend a class meeting you may miss more than one quiz – with no opportunity for make-ups.

4. **Blackboard**. Blackboard is a computer software package that allows me to place course-related material (e.g., practice examinations and classroom aids) on the Internet, thereby enabling you to access this material electronically, either on or off campus. For help with Blackboard, please below.

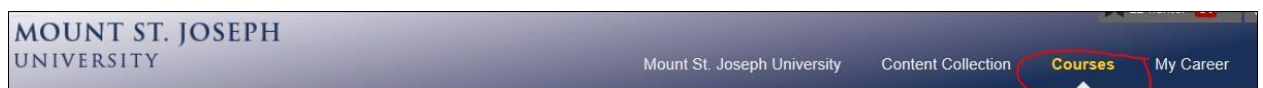
Mount St. Joseph University Getting Started with Blackboard 9.1

Blackboard is the Mount's Learning Management System (LMS) used to support teaching and learning. You can access the system on or off campus 24/7/365. Instructors use the Blackboard system in a variety of ways – to share course content, record student grades, collect assignments, provide feedback, and support learner-to-learner collaboration.

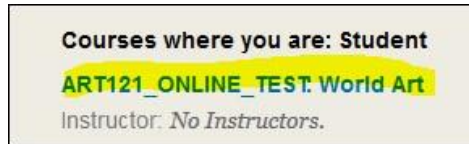
- To access the Mount's Blackboard LMS, navigate to blackboard.msj.edu.
- At the Welcome page, enter your MSJ network username and password (same username and password used for Mount Outlook Mail and MyMount).

The image shows the Blackboard 'Welcome to Blackboard Learn!' login page for Mount St. Joseph University. At the top is a blue banner with the text 'Welcome to Blackboard Learn!'. Below this is the MSJ University logo, which includes a shield with 'MSJ' and '1920', and the text 'MOUNT ST. JOSEPH UNIVERSITY' underneath. The login section contains two text input fields labeled 'USERNAME' and 'PASSWORD'. Below the password field is a 'Login' button. To the right of the 'Login' button is a link that says 'Forgot Your Password?'. The entire login form is enclosed in a light gray border.

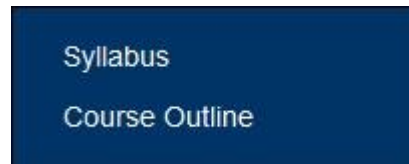
- Click on the Courses tab to see a list of all your available Blackboard courses.



- Click on the course name link to enter a course.



- Click on any of the links on the course navigation panel to access the content or tool.



For help with Blackboard, please see the [Getting Started with Blackboard](#) website. You can also call the ISS HelpDesk at 513-244-4357 or send an email message to blackboard@msj.edu

5. **Policy on Grades of “Incomplete.”** If you require a temporary grade of “Incomplete” (i.e., an “I”), rather than a traditional letter grade, you must initiate that request of me **by the last week of classes.** Please refer to the University’s [Policy on Incomplete Grades](#).
6. **Disabilities Policy.** In compliance with Section 504 of the Rehabilitation Act of 1973, Mount St. Joseph University provides academic adjustments and auxiliary aids for students with physical or mental impairments that substantially limit or restrict one or more major life activities such as walking, seeing, hearing, or learning. Students with disabilities should contact Meghann Littrell, the Director of Learning Center & Disability Services, to present documentation and develop individualized accommodation plans (244-4524, Meghann.Littrell@msj.edu, Learning Center, Room 156, Seton). Students who have already registered with MSJ Disability Services are encouraged to discuss their accommodations with their course faculty at the beginning of each semester. Additional information can be found on the [Disability Services Web Page](#).
7. **Temporary Illness Policy.** If a serious, but temporary, medical condition, or pregnancy (or pregnancy related) condition, results in your anticipating missing more than one week of class (consecutive class sessions), you may request temporary modifications of the requirements listed in the class syllabus during the period of this illness, injury, pregnancy, or related condition. Please refer to the Mount St. Joseph University [Temporary Illness Policy](#).
8. **Academic Honesty.** The University has a policy on [Academic Honesty](#) and related procedures. In general, when paraphrasing another's ideas you should always acknowledge the source, and when copying another's exact words you should also place quotation marks around the quoted language. If you are unsure of a specific situation, please ask me. If I feel you have violated the University’s Academic

Honesty policy on exams or work that you submit, I will advise you of that, in writing. You will have the right to respond to my communication and to meet with me. If you are able to persuade me that you have not violated the policy, the matter will be closed. If you admit to violating the policy and it is the first time you have done so, you will have the opportunity to retake the exam or re-submit the work for a grade that will be reduced by 50%. A second violation will result in a grade of zero for the exam or submitted work. A third violation will result in your being removed from the class. If we are unable to resolve the matter between us, we will meet with the Dean of the School of Business, who will resolve the matter.

9. **Other Important Policies.** Please refer to the Mount St. Joseph [Semester Policies and Procedures](#), which includes information regarding **drop dates** for this semester.
10. **Inclement Weather Policy.**

In the event that INCLEMENT WEATHER or SOME OTHER CIRCUMSTANCE NECESSITATES THE CLOSING OF THE UNIVERSITY, the decision will be announced on the local radio and TV stations that announce local school and business closings. This decision is usually made by 6:00 a.m. for day classes, and by 3:00 p.m. for evening classes. Information about the closing will also be communicated to current students, faculty and staff through the Mount's MountSafe phone network (For information, go to <https://www.msj.edu/safe>)

Three types of announcements are possible:

No Classes— means that classes are canceled and the faculty and students should not report for classes. Staff, however, are expected to report.

University Closed— means that classes are canceled and University offices are closed. Faculty, students, and staff should not come to the campus. Essential personnel are expected to report. The announcement that the University is closed will include information about whether the closure is for the day, the evening, or both.

Delay— when a delay is announced, a start time will always be announced with it. Faculty, students and staff should come to campus at the announced start time. Classes that are 50-75 minutes long, and scheduled to begin before the start time, are canceled and University offices are closed until the start time. Classes scheduled to begin at or after the start time will begin at their regular time. Classes that are longer than 75 minutes, and scheduled to begin before the start time, will meet for a shortened class period, beginning at the start time. For example, if the University opens at 10:00 a.m.:

- a 50-75 minute class scheduled prior to 10:00 a.m. will not be held.
- a 120 minute class scheduled to meet from 9:00 -10:50 will begin at 10:00 and meet for 50 minutes.

- a 50 minute class scheduled to meet at 10:00 would begin meeting at 10:00 and meet for the full time scheduled.

Students should check their course syllabus or speak with their instructor regarding any additional policies related to the inclement weather attendance policy that impact that particular class.

Information about canceling Evening and Saturday classes is not necessarily the same as that regarding day class cancellations or delays. It is possible that the University would be open during the day but closed in the evening if the weather worsens. In that case, a decision to close for the evening will be made by 3:00 p.m. Canceling classes for a Friday evening does not necessarily mean that they are cancelled for Saturday. The decision to close Saturday will be made early in the morning (by 6:00 a.m.) and once again announced over the radio and TV stations.

Whenever an accelerated class is canceled, it will be made up at the discretion of the faculty member. If rescheduled, the course instructor is responsible for working out with students in the course when and where the make- up class will be held.

The Mount is very reluctant to cancel classes without necessity. Weather conditions throughout the area are often not uniform. Each student must make a responsible decision about whether to come to the University when driving conditions are bad. Instructors will be considerate of students who feel it necessary to make the decision not to come because of weather conditions. If school is open and an instructor is unable to attend, he/she is responsible for notifying the students and will make arrangements for making up the content missed. If the University is open and the instructor is not in the classroom at the scheduled class time, students are expected to allow faculty 30 minutes before leaving.

TENTATIVE CALENDAR OF ASSIGNMENTS

DATE	CHAPTER(S)	TOPIC(S)	ASSIGNMENT(S)
1/18	1 and 2	Overview of Managerial Accounting [CLO #1] Managerial Accounting and Cost Concepts [CLO #1] Cost-Volume-Profit Relationships [CLO #2]	E1-1; E1-4; E1-5 P1-18; P1-19; P1-22;
			E2-1; E2-4; E2-6 E2-10; E2A-1 P2-23; Case 2-33
1/25	3 and 4	<u>Memorandum #1 (Case 1-27) Due</u> Job-Order Costing: Calculating Unit Product Costs [CLO #3] Variable Costing and Segment Reporting [CLO #4]	E3-1; E3-2; E3-9 E3A-1; E3A-2 P3-17; P3-18; Case 3B-4
			E4-1; E4-2; E4-4; E4-5 P4-18; P4-21
2/1	N/A	EXAMINATION #1 (Chapters 1-4) [PLO #2.2 and 5.1]	—
2/8	5 and 6	<u>Memorandum #2 (Case 3B-4) Due</u> Activity-Based Accounting [CLO #4] Differential Analyses [CLO #5]	E5-1; E5-2; E5-3; E5-5 P5-17; P5-18
			E6-1; E6-2; E6-3; E6-4 P6-20; P6-21
2/15	7	EXAMINATION #2 (Chapters 5 and 6) [PLO #2.2 and 5.1] Capital Budgeting Decisions [CLO #6]	—
2/22	8 and 9	<u>Memorandum #3 (P4-27) Due</u> Master Budgeting [CLO #4] Flexible Budgets and Performance Analysis [CLO #4]	E7-1; E7-2; E7-3; E7-4; E7-5 P7-16; P7-17; P7-19
			E8-1; E8-2; E8-3; E8-4; E8-7; P8-10
			E9-1; E9-2; E9-3; E9-4; E9-5; P9-24
2/29	11	FINAL EXAMINATION (COMPREHENSIVE) (Chapters 1-9) [PLO #2.2 and 5.1] Performance Measurement in Decentralized Organizations [CLO #1]	—