ACCT 331-940: Cost Accounting - Spring 2016

Syllabus
Instructor: Dr. Royce Burnett
CPA, CMA, CGMA

Contact information for this course (emails should be directed to the following addresses):
Program Manager: (Ann Pearson) oprogmgr@business.siu.edu Phone: 618.453.7901
Course e-mail: oacct331@business.siu.edu
TA Office Hours: see course homepage
See the “My Home” page on the program site for various resource links (FAQ, Textbook information, Orientation videos, remote exam information, on-campus exam registration, etc.).

Required Text
Title: Cost Accounting
Author: Horngren, Datar, and Rajan
14th Edition
Publisher: Prentice Hall

Other Materials
- External USB webcam for oACCT, BNAD, and off-campus students
- On-campus students will register for on-campus exams
- Refer to the orientation videos if you have questions about viewing the online lectures.
- Refer to the Student Program Agreement as needed
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<tr>
<th>Module</th>
<th>Dates</th>
<th>Lecture</th>
<th>Chapter</th>
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<td>1</td>
<td>Tuesday, Jan 19 to Sunday, Jan 24</td>
<td>Introduction to Cost Terms &amp; Purposes, Cost Volume Profit Analysis</td>
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<td>2</td>
<td>Monday, Jan 25 to Sunday, Jan 31</td>
<td>Job Costing, Process Costing</td>
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<td>3</td>
<td>Monday, Feb 1 to Sunday, Feb 7</td>
<td>Pre-Test Quiz for Exam 1, Exam 1 - Chapters 1, 2, 3, 4 &amp; 17</td>
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<td>4</td>
<td>Monday, Feb 8 to Sunday, Feb 14</td>
<td>Flexible Budgets, Variances &amp; Management Control Part I, Flexible Budgets, Variances, &amp; Management Control Part II</td>
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<td>5</td>
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<td>Inventory Costing &amp; Capacity Analysis, Pre-Test Quiz for Exam 2, Exam 2 - Chapters 7, 8 &amp; 9</td>
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<td>Monday, Feb 22 to Sunday, Feb 28</td>
<td>Activity Based Costing &amp; Activity Based Management, Allocation of Support</td>
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<td>Monday, Feb 29 to Sunday, Mar 6</td>
<td>Spoilage, Rework &amp; Scrap, Capital Budgeting &amp; Cost Analysis</td>
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<td>Pre-Test Quiz for Exam 3, Exam 3 - Chapters 5, 15, 18 &amp; 21</td>
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### Course Description and Learning Objectives

This course focuses on the use of accounting information in reporting managerial performance and making business decisions. The course covers the preparation and use of Cost and Managerial accounting information in business planning, budgeting, break-even analysis and pricing. Some of the topics covered include the interpretation and managerial implications of material, labor, and overhead for job order; process and standard cost systems; cost-volume-profit relationships; direct costing; budgeting; complex process production flows; and spoilage and scrap. The key objectives for the course are to ensure that a student will:

- Be able to expand on current knowledge about Accounting II Managerial (Acct 230)
- Be able to associate large amounts of data and understand how it can be categorized for decision making
- Be able to understand cost concepts and classifications
✓ Be able to use cost accounting information for income determination, product costing, and process control
✓ Be able to understand and apply cost accumulation and allocation systems with particular emphasis on job order, process, and standard costing
✓ Become familiar with recent costing innovations and how they compare to and improve traditional costing systems
✓ Understand the cost volume profit relationships and how decision making is affected by them
✓ Be able to effectively answer cost/managerial questions on the CPA/CMA examinations

To achieve these objectives, I have developed customized handouts or “packets” that cover the class material on a chapter-by-chapter basis. The handouts are used in lieu of power point presentations because they allow students to actually follow the flow of the lectures and applications as we move through the material. This approach is also fits well relative to explaining the details of the calculations required for the course. The handout packets are posted on the course website. The lectures for the course are based and drawn from these modules. As such, before viewing a lecture you need to print the packets and have them available so you can take notes while viewing each lecture.

Problem Sets and Homework

The main focus during the semester is to create an open and positive learning environment that benefits all students. I want you to realize that Accounting is a pretty good subject area and that there is value in Cost/Managerial concepts.

The course is set up based on 8 Modules. The workload of the class is designed to challenge but not overwhelm students. As such, in addition to detailed lecture packets I also provide supplemental problem sets that are available on the course website. The intent of these problem sets is to mirror the discussions presented in class. The solutions to these problem sets are also posted. Collectively, these problem sets and their solutions will prove invaluable in preparing you for the chapter assessments quizzes, pre-test quizzes and exams. Thus, I strongly suggest that you work through all of the problems in the problem sets when preparing for the chapter assessment quizzes, pre-test quizzes and exams.

Finally, you may wish to sharpen your knowledge using the end of chapter problems that are present in your textbook. To help you, the solutions to all of the problems for all chapters covered in class are also available on the course website. I have also recorded homework review lectures that will be available within in each module to further enhance the learning process.

Chapter Assessment Quizzes

In order to ensure that the student has a solid understanding of the materials presented in each lecture, students will be required to complete a chapter assessment quiz for each chapter within a module. This means that there will be eleven chapter assessment quizzes. A chapter assessment will contain 3 questions. You may use your textbook, notes or other materials to complete each assessment. Each assessment is worth 10 points.
In my view, it is important student performance be appropriately judged. As such, there are times when a student might be “off” or material might not be clear. To include this observation in this course, I have decided to allow you to drop your lowest quiz grade. This means that while eleven quizzes will be administered, you will be allowed to DROP the quiz that you performed the worst on. Thus, the maximum you can earn for the assessment portion of your grade is 100 points (10 points X 10 (11 – 1) assessments).

The deadline to submit each chapter assessment quiz is Sunday at midnight for Modules 1, 2, 4, 6 and 7 and Thursday at midnight for Modules 3 and 5. Each assessment will be available beginning Monday at 12:01 am during the week the module is being covered. You will have one attempt and 30 minutes to complete each chapter assessment quiz. Chapter assessment quizzes are not proctored. I have also recorded chapter assessment quiz review lectures that will be available after each submission deadline to further enhance the learning process.

**Pre-Test Quizzes**

There will be three non-comprehensive pre-test quizzes. Each pre-test quiz will be given prior to the exam to introduce the student to exam formats and to provide constructive feedback prior to the exams. The solutions to the pre-test quizzes will be made available and you will be allowed to inquire about your quiz performance before you take the exam. Please take a note of caution. The rigor of the pre-test quizzes will match that of the exams – please be prepared. In essence, you should treat the pre-test quiz just like an exam. The exam review quizzes will not be proctored.

**Exams**

There will be three non-comprehensive exams. All exams will be in multiple-choice format and will have between 30 – 35 questions. You will have one attempt and 2 hours to complete each exam. A calculator is allowed. The exams are closed-note and closed book. Exams will be proctored.

**Ask/Answer**

Part of the objective of this course is to ensure that students receive value-adding feedback. Accordingly, a discussion board has been established for the class so that students can interact with one another and the teaching assistant (TA). It is my belief that if you have a question, odds are that other students might have the same question. As such, I suggest and even encourage that you make use of the Ask/Answer component of the course.

**Feedback**

In addition to the Ask/Answer aspect of the class, you will also have an opportunity to communicate directly with the TA for this class if you have any questions. This can be done via email or phone. You can expect feedback on your course activities within 48 hours. In addition, each Sunday evening, you will
receive an email from the TA apprising you of the activities that will occur in the upcoming module. Finally, you may receive emails from the program manager. I strongly suggest that you read these and all emails from your TA or program manager.
Policy Statement
Spring 2016

IMPORTANT DATES for the online undergraduate programs offered in the College of Business

First 8 week courses:
Course begins: Monday, 1/19/2016
Last day to add class (without instructor permission): Sunday, 1/24/2016
Last Day to withdraw completely and be eligible to receive refund: Sunday 1/31/2016
Last day to drop a course using SalukiNet (no refund; results in W grade): Sunday 2/21/2016
Regular deadline to file diploma application ($50 fee): Friday 2/12/2016
Last diploma application deadline ($75 fee): Friday 3/11/2016

Second 8 week courses:
Course begins: Monday, 3/21/2016
Last day to add class (without instructor permission): Monday 3/21/2016
Last Day to withdraw completely and be eligible to receive refund: Sunday, 4/3/2016
Last day to drop a course using SalukiNet (no refund; results in W grade): Sunday 4/24/2016
Regular deadline to file diploma application ($50 fee): Friday 2/12/2016
Last diploma application deadline ($75 fee): Friday 3/11/2016
Final exams: 5/12/2016-5/13/2016

COMMENCEMENT: Saturday 5/14/2016

SPRING SEMESTER HOLIDAYS
Martin Luther King, Jr.’s Birthday Holiday 01/18/2016
Spring Break 03/12/2016-3/20/2016

WITHDRAWAL POLICY ~ Undergraduate only
Students who officially register for a session may not withdraw merely by the stopping of attendance. An official withdrawal form needs to be initiated by the student and processed by the University. For the proper procedures to follow when dropping courses and when withdrawing from the University, please visit http://registrar.siu.edu/pdf/ugradcatalog1314.pdf

INCOMPLETE POLICY~ Undergraduate only
An INC is assigned when, for reasons beyond their control, students engaged in passing work are unable to complete all class assignments. An INC must be changed to a completed grade within one semester following the term in which the course was taken, or graduation, whichever occurs first. Should the student fail to complete the course within the time period designated, that is, by no later than the end of the semester following the term in which the course was taken, or graduation, whichever occurs first, the incomplete will be converted to a grade of F and the grade will be computed in the student’s grade point average. For more information please visit: http://registrar.siu.edu/grades/incomplete.html

REPEAT POLICY
An undergraduate student may, for the purpose of raising a grade, enroll in a course for credit no more than two times (two total enrollments) unless otherwise noted in the course description. For students receiving a letter grade of A,B,C,D, or F, the course repetition must occur at Southern Illinois University Carbondale. Only the most recent (last) grade will be calculated in the overall GPA and count toward hours earned. See full policy at http://registrar.siu.edu/pdf/ugradcatalog1314.pdf

DISABILITY POLICY
Disability Support Services provides the required academic and programmatic sup-port services to students with permanent and temporary disabilities. DSS provides centralized coordination and referral services. To utilize DSS services, students must come to the DSS to open cases. The process involves interviews, reviews of student-supplied documentation, and completion of Disability Accommodation Agreements. http://disabilityservices.siu.edu/

PLAGIARISM
Student Conduct Code http://srr.siu.edu/student_conduct_code/

MORRIS LIBRARY HOURS
http://www.lib.siu.edu/about
SAFETY AWARENESS FACTS AND EDUCATION
Title IX makes it clear that violence and harassment based on sex and gender is a Civil Rights offense subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, etc. If you or someone you know has been harassed or assaulted, you can find the appropriate resources here: http://safe.siu.edu

SALUKI CARES
The purpose of Saluki Cares is to develop, facilitate and coordinate a university-wide program of care and support for students in any type of distress—physical, emotional, financial, or personal. By working closely with faculty, staff, students and their families, SIU will continue to display a culture of care and demonstrate to our students and their families that they are an important part of the community. For Information on Saluki Cares: (618) 453-5714, or siucares@siu.edu, http://salukicares.siu.edu/index.html

INCLUSIVE EXCELLENCE
SIU contains people from all walks of life, from many different cultures and sub-cultures, and representing all strata of society, nationalities, ethnicities, lifestyles, and affiliations. Learning from and working with people who differ is an important part of education as well as an essential preparation for any career. For more information please visit: http://www.inclusiveexcellence.siu.edu/

LEARNING AND SUPPORT SERVICES
Help is within reach. Learning support services offers free tutoring on campus and math labs. To find more information please visit the Center for Learning and Support Services website:
Tutoring: http://tutoring.siu.edu/
Math Labs: http://tutoring.siu.edu/math_tutoring/index.html

WRITING CENTER
The Writing Center offers free tutoring services to all SIU students and faculty. To find a Center or Schedule an appointment please visit http://write.siu.edu/

AFFIRMATIVE ACTION & EQUAL OPPORTUNITY
Our office’s main focus is to ensure that the university complies with federal and state equity policies and handles reporting and investigating of discrimination cases. For more information visit: http://diversity.siu.edu/

Additional Resources Available:
SALUKINET: https://salukinet.siu.edu/cp/home/displaylogin
Program site: http://online.business.siu.edu