

# Management Accounting for MBAs

Fall 2019

**MBAD 6131-U90; Tues. 5:30 – 8:15 pm; CCB room 1102**

**Lecturer:** Mr. William A. Sofsky

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**Office:** Friday 254B; 704-687-5644

**Office Hours:** Tuesday 4:30 to 5:15 at CCB room 713; preferably by appointment. (I will remain after class or I can arrange to meet at CCB at other times during the week if a student is unable to meet during this time.)

## **Textbook & Course Resources**

**You are required to purchase:**

**Textbook:** *Accounting Principles: A Business Perspective, 10th Edition*. Authors: Hermanson, Edwards, and Hermanson. Published by Textbook Media Press. ISBN: 978-1-930789-85-2. It can be purchased at the UNCC bookstore at the Center City Building. The text may also be purchased direct from the publisher.

Students also have an option to purchase electronic access to the textbook materials through an online application called Skyepack. Access to the course on Skyepack can be obtained by purchasing an access code from the UNCC bookstore. This can also be purchased online directly from Skyepack.

(*Note:* Skyepack is currently working on getting the course up and running. There will be a Canvas announcement with a link to the course and how to acquire access to the electronic version of the text as soon as it is available. Most likely before the second week of August.)

## **Course Description**

Analyzing financial statements and using accounting information for strategic, tactical, and operating decisions with a focus on strategic cost management. Emphasis is on using cost and other management accounting information in making sound decisions, its effect on managerial behavior, and its use in formulating and implementing strategy, and issues of design and operation of management control systems including the intended and unintended consequences of performance measurement.

This semester, we will focus on how accounting information is derived and how business managers use that information in making decisions and evaluating the activities and performance of the business. A portion of this course will involve review of financial accounting topics to reinforce students' understanding of concepts covered in prerequisite courses, including **an accelerated and in-depth study of conceptual foundations and applications of financial accounting** and financial management with emphasis on building accounting and finance information bases for external decision making and analysis of financial statements. Much of this course will involve **study of managerial accounting topics**, including the use of accounting information for operating decisions with a focus on strategic cost management, how to use cost and other management accounting information in making sound and ethical decisions, and issues of design and operation of management control systems including the intended and unintended consequences of performance measurement.

**Prerequisite:** MBAD 5131 or equivalent.

## Course Objectives

The objective of this course is for you to learn important concepts of financial and managerial accounting, financial management, and internal and external reporting that influence and support decision making by managers. Upon completion of this course, you should be able to:

1. explain basic accounting concepts and terms;
2. describe the differences between financial and managerial accounting;
3. describe the purpose and contents of different types of financial statements and interpret the information found on those financial statements;
4. calculate the cost of manufacturing a product or providing a service;
5. calculate and interpret variances in manufacturing costs by comparing actual with expected results;
6. evaluate special decision-making situations such as those involving capital investments;
7. describe the behavior of various types of costs and how they affect cost-volume-profit relationships.

## Grading Policy

A student's grade will be determined on the basis of his or her accomplishment in the following areas:

Three midterm examinations (100 points each)	300 points
Final examination	100 points
Homework and quizzes	<u>100 points</u>
Total	<u>500 points</u>

The following grading scale will be used:

<u>Points Accumulated</u>	<u>Letter Grade</u>
448 to 500 points	A
398 to 447 points	B
348 to 397 points	C
Below 347 points	U

\*\*\*It is the student's responsibility to keep track of his or her grades. \*\*\*

The grading scale above already reflects appropriate rounding (i.e., 89.5% = A, 89.4% = B). Students must obtain at least the minimum number of points for a letter grade to earn that grade. Points may be deducted as outlined in this syllabus.

Extra assignments may be assigned to the class for credit at the instructor's discretion and extra questions may be available on exams. However, there will be no "curves" on any graded work or exams and no extra credit work will be given on an individual basis. Please do not ask.

## Course Schedule and Attendance

**The course schedule is presented on the course Canvas page.** This schedule is subject to change and may be updated from time to time based on the progress of the class and/or university closure. The first class meeting will be on Tuesday, August 20<sup>th</sup>. The last class meeting will be Tuesday, December 3<sup>rd</sup>. The final exam is scheduled for Tuesday, December 10<sup>th</sup>. A tentative schedule appears at the end of this syllabus.

Each class will consist primarily of a lecture on the concepts from the assigned reading including walk-through of examples of practical application of the concepts and instructor-led question and answer discussions. Live polling questions (using Poll Everywhere) will be used to assess students' understanding of key concepts.

Note: As instructor, I reserve the right to modify the course schedule, deadlines, reading and homework assignments, classroom procedures, and course policies if circumstances warrant.

If I am late in arriving to class, please wait 10 minutes after the scheduled start of class before leaving.

***Regular class attendance is expected but not required.*** If a student has an emergency or other documented reason for missing a class, especially in the case of an exam, the student should contact the Dean of Students office, Student Assistance and Support Services (SASS) and provide whatever documentation they require as soon as possible. The SASS offers absence verification documentation based on UNCC policies which can be found at <https://sass.uncc.edu/services/absence-verification>. Note that SASS does not make any decisions regarding excused absences, they only provide verification. The instructor will rely on these policies in determining if the student has a valid reason for their absence and will make appropriate accommodations for students (extending due dates or excusing class work) as appropriate based on documentation from the Dean of Students office. ***Students have full responsibility for following this process in the event of a missed class if they require any accommodation from the instructor regarding graded material.***

### ***Lecture Notes***

Lecture notes will be posted on Canvas as we complete the lectures for each chapter. These will be helpful in studying for exams and are intended to supplement the notes students take during class time.

### ***Exams***

It is the student's responsibility to make arrangements to take the exams at the designated times. An unexcused absence from an exam will result in a grade of zero for that exam. **Midterm Exams are currently scheduled for September 10th, October 15th and November 12th.** Please note, if the course schedule is affected by university closure or inclement weather, these dates are subject to change. The **final exam** will be held on **December 10th.**

**Every effort should be made to take exams as scheduled.** However, if a student has a conflict between a university approved activity and an exam period, the student should notify the instructor at least one week prior to the exam with documentation of the university approved activity. If a student misses an exam due to a documented university approved conflict, the instructor will allow the student to take a makeup exam at an agreed upon time.

If a student has an emergency that prevents taking the exam at the designated time, the student should contact the Dean of Students Office, SASS (see above) as soon as possible. If the student had a legitimate documented emergency that prevented taking the exam at the designated time, **the instructor may, at his discretion,** choose to allow the student to take a makeup exam or apply the average score from the other exams and the comprehensive final exam to the missed exam. This should be very rare (e.g. severe illness or death in family) and will require documentation.

For the final exam, the course will follow the University Final Exam Policy, which can be found at the following link: <http://legal.uncc.edu/policies/up-202> . If a student obtains university permission to reschedule the exam, the student must notify the instructor prior to the date of the exam and an alternative date will be agreed. Students who do not sit for the final exam on the day on which it is given will receive a grade of "incomplete" until they have completed the final exam.

### ***Conduct during an Exam***

Students are expected to be on time for exams and remain in the examination room until they have completed the exam. **Students must have their valid UNC Charlotte Student ID visible on their desk to receive an exam.** No other form of identification will be accepted. Students are required to turn in their exam and completed exam materials before leaving the exam room for any reason. Students who leave the exam room before the exam time is up may not return to the exam room during the exam without permission from the instructor or proctor.

Each student should behave appropriately during examinations.

- **Speaking to anyone other than the exam proctor during an exam is not permitted.**
- Any form of disruptive behavior during an exam will result in the student being required to immediately turn in his or her exam and leave the examination room.
- **The use of calculators that send or receive text, programable calculators and/or cell phone calculators or any other device with these functions is PROHIBITED during exams. (This includes “wearable” technology such as smart watches.)** See the pdf file in Canvas for examples of acceptable calculators.
- **Cell phones are to be turned off and put away during exams.**
- **Possession of any text or class notes (other than those expressly permitted by the instructor) in the exam room not secured completely in a backpack or otherwise completely out of sight is PROHIBITED during exams.**
  
- **Any violation of these policies will result in a zero for the exam.**

### ***Policy on Regrading Exams***

Students may sometimes justifiably question the grading of specific questions or problems on their exams. If you wish to question the grading of an exam question, write your name, the number of the question to be regraded, along with the reason, on the cover of the examination. Request for regrading must be submitted immediately after you review your exam results. Regrading requests must be done in writing and will not be discussed during the classroom review of the exam.

### ***Policy on Retaining Exams***

Graded exams will be returned, discussed and then re-collected, generally during the first class meeting following the exam. **This will be your opportunity to view your exam. Students are not allowed to leave the classroom with the exams.** Copying, scanning or photographing any portion of the exam is prohibited. Violation of this policy will result in an automatic grade of zero for the exam, as well as an academic integrity violation being filed against the offending student. Students who wish to take more time to review their exam should make an appointment to do so in the instructor’s presence during posted office hours.

### ***Homework and Canvas Quizzes***

Homework is primarily intended to give students an opportunity to practice concepts learned in class and to simulate the types of questions that will be on exams. This will include Quizzes posted in Canvas to serve as an assessment of students understanding of material as the course progresses and to aid in determining areas of emphasis for class discussion.

Homework will be completed using Canvas. Homework assignments for each chapter and due dates will be posted on Canvas prior to the class when the chapter is discussed. It is student’s responsibility to know the due date for homework assignments throughout the semester. **Late homework will not be accepted and no assignments will be dropped when calculating grades.**

The homework grade component will be determined as follows:

$$\text{Homework Grade} = 100 \text{ points} \times \frac{\text{Homework Points Earned}}{\text{Homework Points Available}}$$

### ***Poll Everywhere Questions***

Each class period, questions will be asked that students can answer with Poll Everywhere. The questions will focus on the material covered in the textbook readings or lecture and the difficulty level will vary. **Students may earn up to 25 extra semester points by answering questions correctly. You must be present in class to receive polling points.**

The polling question grade component will be determined as follows:

$$\text{Polling Question Grade} = 25 \text{ points} \times \frac{\text{Polling Question Points Earned}}{\text{Total Polling Question Points Available}}$$

### ***General Expectations***

**Students are expected to come to class prepared.** Textbook chapters and any pre-class notes posted to Canvas are to be read prior to the class period for which they are assigned. **Assigned homework is to be completed and submitted on time. Students are expected to arrive on time for class and remain engaged the entire period.**

### ***Classroom Conduct***

Students are expected to treat the instructor and their fellow students with professional courtesy and respect. Appropriate classroom etiquette and conduct are expected:

- Cell phones should be silenced and only used for responding to Poll Everywhere questions.
- Laptop computers, tablets or phones should be used only for note taking and for accessing class materials. Texting, viewing websites other than course material or checking e-mail is not appropriate.
- Disruptive and/or disrespectful behavior is unacceptable. (Including sleeping or engaging in any non-course related activity during class.)
- Drinks are permitted in a covered container to prevent spills. Eating is permitted so long as it can be done quietly and discretely and the student cleans up after him or herself.
- Talking during a lecture other than to address the class on the topic at hand is not permitted.
- Interrupting, talking over or being dismissive of the instructor or another student or the use of disrespectful and/or vulgar language is unacceptable.
- ***Inappropriate behavior will result in a student being asked to leave the classroom and may result in grade reduction, at the instructor's discretion.***

### ***Academic Integrity***

Students have the responsibility to know and observe the requirements of The UNCC Code of Student Academic Integrity. This code forbids cheating, fabrication or falsification of information, multiple submissions of academic work, plagiarism, abuse of academic materials, and complicity in academic dishonesty. Any special requirements or permission regarding academic integrity in this course will be stated by the instructor and are binding on the students. Academic evaluations in this course include a judgment that the student's work is free from academic dishonesty of any type. Grades in this course, therefore, should be and will be adversely affected by academic dishonesty. Students who violate the code can be expelled from UNCC. The normal penalty for a first offense is zero credit on the work involving dishonesty and further substantial reduction of the course grade. Copies of the code can be obtained from the Dean of Students Office or online.

**The following are considered violations of the Code (please note that this is not an all-inclusive list):**

1. Violation of any of the Exam Conduct policies listed above.
2. Copying another student's answers on any course assignment or exam.
3. Having another student complete your on-line assignment, or doing so for someone else.
4. Submitting polling answers for another student or asking another student to submit answers for you.
5. Calling out or sharing a polling question answer before the time for answering has expired.
- 6.** Submitting polling answers from outside of the classroom
7. Allowing another student to copy your work/polling question answers/exam answers.
8. Removing an exam from the classroom or instructor's office.

University policy indicates that students are expected to report cases of academic dishonesty to the course instructor.

### ***Statement on Students with Disabilities***

UNC Charlotte is committed to access to education. If you have a disability and need academic accommodations, please provide a letter of accommodation from Disability Services early in the semester. For more information on accommodations, contact the Office of Disability Services at 704-687-0040 or visit their office on main campus in Fretwell 230.

### ***Statement on Diversity***

The Belk College of Business strives to create an inclusive academic climate in which the dignity of all individuals is respected and maintained. Therefore, we celebrate diversity that includes, but is not limited to ability/disability, age, culture, ethnicity, gender, language, race, religion, sexual orientation, and socio-economic status.

## MBAD 6131 Fall 2019 Initial Course Plan

<u>Week</u>	<u>Date</u>	<u>Chapters</u>	<u>Chapters</u>
1	8/20/2019	Chapters 1, 5 and 2	Intro (1) Acctg and its use in Bus Dec. (5) Theory (2) Recording Transactions
2	8/27/2019	Chapters 3, 4 and 6	(3) Adjustments (4) Completing the Accounting Cycle and (6) Income Statement
3	9/3/2019	Chapter 26 and review	Finish ch 1-6; (26) Cash Flow Stmt
4	9/10/2019	Exam 1 and Chapter 7	<b>Exam 1 (Chs 1-6, 26);</b> Begin Ch 7 Inventory Measurement
5	9/17/2019	Chapters 7 and 17	Finish (7) Inventory Measurement; Begin (17) Job Costing
6	9/24/2019	Ch 17 & Ch 18	(17) Job Costing (18) <b>Process Costing</b>
7	10/1/2019	Ch 20	(20) Cost-Volume- Profit Analysis
8	10/8/2019	Fall Break	No Classes
9	10/15/2019	Exam 2 and Ch 9	<b>Exam 2 (Chs 7 ,17-18, 20);</b> (9) <b>Rec &amp; Payables;</b>
10	10/22/2019	Ch 22	(22) Budgeting
11	10/29/2019	Ch 23	(23) Standard Costs
12	11/5/2019	Ch 24	(24) <b>Responsibility Acctg;</b> Review
13	11/12/2019	Exam 3; Ch 10 &11	<b>Exam 3 (Chs 9, 22, 23 &amp; 24); Ch (10) PP&amp;E and (11) PP&amp;E disposals</b>
14	11/19/2019	Ch 25	(25) Capital Budgeting (and TVM from Ch. 15)
15	11/26/2019	Chapters 12, 13 and 27	(12 &13) <b>Equity (27) analysis</b>
16	12/3/2019	Chapter 27	Finish (27) analysis and Review
Final Exam	12/10/2019	Final Exam	<b>Final Exam (Chs 10-13,25,27)</b>