



DEPARTMENT OF BUSINESS AND OFFICE ADMINISTRATION

COURSE OUTLINE – FALL 2019

BA2130 A2: COST ACCOUNTING I – 3 (3-0-2) 75 Hours for 15 Weeks

INSTRUCTOR: Doris Hoveland **PHONE:** (780) 539-2824
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OFFICE HOURS: 10:00 – 11:30 Tuesday & Thursday

CALENDAR DESCRIPTION:

This is the first of a two part, in-depth course examining the concepts of cost and managerial accounting. Major topics include the following: cost-volume profit-analysis, relevant costs and short-term decision making, responsibility accounting, standard costing and variance analysis, and product costing and cost flow.

PREREQUISITE:

BA1120 Principles of Accounting or equivalent

REQUIRED TEXT/RESOURCE MATERIALS:

Datar, S. M., Rajan, M. V. & Beaubien, L. (2019), *Hornsgren's cost accounting: A managerial emphasis* (8th Can. ed.). North York, ON: Pearson Canada Inc.

This text will be used extensively and is the required text for BA2140. Students will require an appropriate calculator. The calculator function of a cell phone is not sufficient and students may use only approved calculators for examinations.

DELIVERY MODE(S):

This course is offered as 3 hours instruction and 2 hours lab per week for a total of 5 hours per week. The allocation of instructional time and lab time will be at the discretion of the Instructor.

- For each topic listed, there will a classroom lecture/discussion and a demonstration of related accounting procedures. Relevant textbook readings and problems will be assigned, and your knowledge, understanding and application of the material will be tested.
- Homework assignments should be completed to develop your understanding and application of the principles and practices.
- Moodle is a learning management system used to improve communications between the instructor and the students. Important dates, documents, and announcements will be posted on Moodle and the instructor will use the e-mail function of Moodle to send information to students. Please check your GPRC student e-mail account regularly.
- PowerPoint slides will be used and will be available for download from Moodle.
- Unofficial student marks will be posted on Moodle. Official final grades will be communicated via myGPRC.

COURSE OBJECTIVES:

The following objectives will be covered in this course:

- Cost-volume-profit analysis
- Job costing
- Activity based costing and management
- Budgeting and responsibility accounting
- Budgeting, variances and management control
- Denominator level and inventory valuation
- Decision making and relevant information
- Pricing decisions
- Strategy

LEARNING OUTCOMES:

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

- Define and differentiate management, cost and financial accounting
- Understand and use Cost Terms
- Perform and interpret Cost-Volume-Profit analyses
- Utilize Job Costing in both Manufacturing and Service Industries
- Apply Activity-Based Costing and Management concepts to both manufacturing and service industries
- Understand and utilize master budgets, flexible budgets, calculate and explain variances and their uses in management of organizations
- Understand and explain the effects of variable and absorption costing and related inventory valuations and income effects
- Determine cost drivers and how costs behave
- Utilize all previous information to determine relevant costs and resultant management decision making.

TRANSFERABILITY:

MacEwan University

SAIT

University of Lethbridge

Other (transfers in combination with other courses or to other institutions)

***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>

** Note that, in many cases, BA2130 and BA2140 **together** are required for transferability. 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	15%
Term Test I	25%
Term Test II	25%
Final Exam	<u>35%</u>
Total	<u>100%</u>

GRADING CRITERIA:

Please note that most universities will not accept your course for transfer credit **IF** your grade is **less than C-**.

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

COURSE SCHEDULE/TENTATIVE TIMELINE:

Date	Topic	Chapter
Sep 5	The Accountant's Vital Role in Decision Making	Chapter 1
Sep 10 & 12	An Introduction to Cost Terms and Purposes	Chapter 2
Sep 17 & 19	Cost-Volume-Profit Analysis	Chapter 3
Sep 24 & 26	Job Costing	Chapter 4
Oct 1, 3, 8 & 10	Activity-Based Costing and Management	Chapter 5
Oct 15	Review	
Oct 17	Term Test I	Chapters 1-5
Oct 22 & 24	Master Budget and Responsibility Accounting	Chapter 6
Oct 29	Flexible Budgets, Variances, and Management Control: I	Chapter 7
Oct 31 & Nov 5	Flexible Budgets, Variances, and Management Control: II	Chapter 8
Nov 7	Income Effects of Denominator Level on Inventory Valuation	Chapter 9
Nov 8-12	Fall Break – No Classes	
Nov 14	Review	
Nov 19	Term Test II	Chapters 6-9
Nov 21	Analysis of Cost Behaviour	Chapter 10
Nov 26 & 28	Decision Making and Relevant Information	Chapter 11
December 3 & 5	Review	
December 11 – 20	FINAL EXAM (TBA)	Chapters 1-11

STUDENT RESPONSIBILITIES:

Attendance:

Students are expected to attend all scheduled classes, arrive on time, and remain for the duration of the activities. Arriving late or leaving early is disruptive to the entire class. Frequent tardiness may be treated as an absence. Students with absences in excess of 6 classes may be refused permission to write the final exam. For more information, please refer to the Academic Regulations on Debarred from Exams at <https://www.gprc.ab.ca/programs/grading-systems.html>.

Time Management:

The expectation for this course is that students read the chapter prior to class. Adopting and adhering to effective learning habits in this course will likely take up a great deal of time so students are encouraged to plan their schedule accordingly. It is difficult for students to catch up once they fall behind schedule.

Cell Phones:

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 and placed out of site.

Recording:

Recording lectures or taking photos in class is prohibited unless advance permission is obtained from the instructor and any guest presenter(s). In the event permission is granted, such recordings may only be used for individual study, and may not be reproduced, transferred, distributed or displayed in any public manner.

STATEMENT ON PLAGIARISM AND CHEATING:

Cheating and 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/>

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

Plagiarism

Plagiarism means submitting work (words, ideas, images, or data) in a course as if it were their own work done expressly for that particular course when, in fact, it is not. Most commonly, plagiarism exists when:

- the work submitted or presented was done, in whole or in part, by an individual other than the student (this includes having another person impersonate the student or otherwise substitute the work of another for their own in an assignment, examination, or test)
- Parts of a student's work are taken from another source without reference to the original author. This includes ideas, words, and images appearing in print, digital, graphical, internet, audio and video formats

- students submit or present the work in one course which has also been submitted in another course (although it may be completely original with the student) without the prior agreement of the instructor
- Clinical or laboratory reports are falsified or fabricated.

While it is recognized that academic work often involves reference to ideas, data and conclusions of others, intellectual honesty requires that such references be explicitly and clearly noted.

Instructors may choose to use online plagiarism detection services. When students submit a paper, it is understood that they are consenting to such a procedure and that they cannot claim any copyright violation should such paper be uploaded to an online plagiarism detection database.

Cheating

Cheating on tests or examinations includes, but is not limited to, the following:

- dishonest or attempted dishonest conduct such as **speaking to other students or communicating with them under any circumstances whatsoever**
- bringing into the examination room a textbook, notebook, memorandum, other written material or mechanical or electronic device not authorized by the examiner or instructor
- writing an examination, or part of it, outside the confines of the examination room without permission to do so
- consulting any person or materials outside the confines of the examination room without permission to do so
- leaving answer papers exposed to view, or any attempts to read other students' examination papers
- tampering or attempts to tamper with examination scripts, class work, grades and/or class records; the acquisition, attempted acquisition, possession, and/or distribution of examination materials or information not authorized by the instructor
- Impersonation of another student in an examination or other class assignment.
- **Absolutely no examination materials may be removed from the examination room.** All papers, answer forms and examination question sheets must be returned to the instructor. If students leave the examination room for any reason unacceptable to the instructor, they must hand in all examination materials and it will be assumed that the examination is completed.

If students voluntarily and consciously aid another student in the commission of one of these offenses they are also guilty of misconduct. Any attempt to commit academic misconduct will bear the same consequences as if the act occurred. A student who assists another student in an act or attempted act of misconduct will also be considered to have committed an offense.