

ACCT 2302.062 - PRINCIPLES OF MANAGERIAL ACCOUNTING

Term: Summer 2024 – 1st 7 Week Session

Professor: David Marks

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Course Dates: May 13, 2024 – June 29, 2024

Course Times: This is an asynchronous class.

Classroom: On-Line

Office Hours:

By appointment, only:

Please make an appointment for Zoom via link, below, at least 12 hours in advance to ensure availability. I am available an hour each day from 2:00pm – 3:00pm CST, M-F. Please use the link, below to schedule time.

<https://calendly.com/dmarks-uttyler>

Zoom link will be provided in appointment confirmation.

If that does not fit your schedule, I am open to seeing what time would work for you. Please reach out to me through Canvas.

Course Overview

This course is an introduction to the fundamental concepts of managerial accounting appropriate for all organizations. Students will study information from the entity's accounting system relevant to decisions made by internal managers, as distinguished from information relevant to users who are external to the company. The emphasis is on the identification and assignment of product costs, operational budgeting and planning, cost control, and management decision making. Topics include product costing methodologies, cost behavior, operational and capital budgeting, and performance evaluation.

Prerequisite: Acct 2301

Student Learning Outcomes

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

- Identify the role and scope of financial and managerial accounting and the use of accounting information in the decision-making process of managers.
- Define operational and capital budgeting, and explain its role in planning, control, and decision making.
- Prepare an operating budget, identify its major components, and explain the interrelationships among its various components.
- Explain methods of performance evaluation.

- Use appropriate financial information to make operational decisions.
- Demonstrate use of accounting data in the areas of product costing, cost behavior, cost control, and operational and capital budgeting for management decisions.

Required Textbooks and Readings

Please read the following carefully as there are several different options for you to purchase this book and the Connect access.

Textbook: *Fundamental Managerial Accounting Concepts*, **10th Edition**, Edmonds and Olds, (McGraw Hill).

- **Purchase direct from publisher (least expensive option).** When you access the publisher via Canvas (M-H Connect), you will be prompted for your purchase option:
 - eBook and Connect, only (**min required**):
 - ISBN 9781266330742
 - eBook, Connect, and looseleaf text (**optional**)
 - ISBN 9781266914997
- **Purchase from the bookstore**
 - Same ISBN, as above



A student of this institution is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may be also available from an independent retailer, including an online retailer. I only require that you purchase the Connect code since it comes with a free eBook. **You must purchase the Connect access code in order to complete online homework and accounting problems. I accept HW submitted through Connect only. I will not accept HW submitted as email attachment or in any other form.**

What are all your Connect purchasing options?

- Purchase an online access code from mheducation.com.
- Purchase an access card from the bookstore.
- Purchase through course Canvas page; select M-H Connect on the course Canvas menu.
 - You can utilize a temporary access to receive a two-week free trial.

The eBook with Connect access is the cheapest option but most students find it much easier to use and follow along in class with an actual hardback textbook. Be aware that if you choose to only purchase the Connect code and use an e-book, the code is only valid for one semester (180 days).

Do not use Internet Explorer as your browser. Please use **Chrome or Firefox** as your browser for Connect. I am told those suffer from fewer problems than other browsers.

Please see Canvas under the heading of “Getting Started” for the registration instructions. Contact CONNECT tech Support if you are having issues with their web site: 800-331-5094.

Caution: Connect grades your homework automatically, so your answer must be exact. If the solution requires two decimal points, 38.20 is correct, but 38.2 is not. Similarly, if the solution requires that the answer be in percentages, 28% is correct but .28 is not. If you find that your solution is marked incorrect when you use the “Check Answer” feature, make sure you have expressed your solution exactly as the problem requires.

Special Course Notes:

- **Proctoring Notice:** All exams in this course will be proctored using ProctorU. You will need to have a webcam and microphone. If you are not able to provide these items, you must contact me by **May 15, 2024** so we can make other arrangements for you to take your exams.
 - **For detailed instruction and requirements for ProctorU, please visit the Digital Learning site, below:**
 - <https://www.utt Tyler.edu/offices/digital-learning/proctoru-resources/index.php>
- **External Resources:** This course incorporates McGraw-Hill Connect for assignments. Detailed instructions are provided in the previous section.

Course Structure

- This is an **asynchronous class**. “Asynchronous learning simply refers to an environment in which teaching and learning do not occur at the same time or in the same space. Learning materials are typically loaded in advance with learners engaging in methods of individual or self-paced learning, logging in and completing work on their own schedule. That is not to say that asynchronous learning does not have a pace or schedule with concrete deadlines and start and end dates, but rather that the learner can choose when to login and complete their work during the allotted time frame.”¹
- Asynchronous learning requires a degree of self-discipline. Do your own work. Dishonesty will not be tolerated in this class. Violations of accepted standards of conduct will result in the imposition of the penalties allowed by the University.
- In an accounting class, it is easy to fall behind. In a short summer session, the pace is faster than normal and requires you to schedule time EVERY DAY to work on the class material. The syllabus will provide you with a framework for scheduling your time. Lengthy instructions will not be available on a one-on-one basis. However, you may schedule one-on-one time to ask specific questions on the assigned work.
- All assignments are to be completed in Connect, unless otherwise indicated. All assignments must be completed on or before the due dates. No late assignments will be allowed unless there are emergency situations and documentation is provided (e.g. doctor’s note, subpoena, accident report, etc.). Don’t wait until the last minute to request an extension. NOTE: Connect won’t allow extensions once you enter STUDY mode.
- This course has 4 live-sessions review sessions, via ZOOM, that will be conducted before each exam. While it is not mandatory that you attend, it is highly recommended to ensure you have access to ask and hear other questions about the material. Also, this does not require you to be in a specific location to participate; however, you must have access to a full-screen computer or tablet for each live session. (If you use a tablet for the live session, you must be comfortable typing responses on it.) The online nature of this class will push you to take an active role in the learning process. You will do this by engaging and collaborating with other students and the instructor on a regular basis both, in live sessions, as well as through group work and activities.

¹ <https://www.openlms.net/blog/education/best-practices-for-asynchronous-learning/>

Tips for Success in this Course

1. **Participate.** I invite you to engage deeply, ask questions, and talk about the course content with your classmates. You can learn a great deal from discussing ideas and perspectives with your peers and professor. Participation can also help you articulate your thoughts and develop critical thinking skills.
2. **Manage your time.** I get it—students usually juggle a lot, and I know you've got commitments beyond this class. Still, doing your best often means carving out enough dedicated time for coursework. Try scheduling specific blocks of time and ensure you have enough room to finish assignments, allowing extra space for any tech issues that might pop up.
3. **Login regularly.** I recommend that you log in to Canvas daily to view announcements, discussion posts and replies to your posts.
4. **Do not fall behind.** This class moves at a quick pace and each week builds on the previous class content. If you feel you are starting to fall behind, check in with me as soon as possible so we can troubleshoot together. It will be hard to keep up with the course content if you fall behind in work.
5. **Use Canvas notification settings.** Pro tip! Canvas can ensure you receive timely notifications in your email or via text. Be sure to enable notifications to be sent instantly or daily. ([Canvas Notification Guide](#))
6. **Ask for help if needed.** If you are struggling with a course concept, reach out to me and your classmates for support.

Graded Course Requirements

Homework Assignments

- Homework assignments and related detailed information are found on Canvas in individual modules that identify any online and/or in-class assignments.
- Any due date or assignment/project is subject to change at any time by the instructor. Any changes will be announced via Canvas announcement at least one week prior to due date.
- The purpose of the homework is to provide you with the needed practice to master the concepts. The homework will be comprised of videos with related exercises, additional separate exercises, and problems.
- You will have 2 chances to answer each homework exercise and problem. It is highly recommended that if you miss the first attempt, you go back and review the related concepts before you make the second and final attempt.

Exams

- There will be four (4) semester exams.
 - EXAM 1 (Ch 1,2,3) – 25 questions
 - EXAM 2 (Ch 5,11,12) – 25 questions
 - EXAM 3 (Ch 4,7,8) – 25 questions
 - EXAM 4 (Ch 6,10,cumulative) – 40 questions
 - 25 questions from the recent 2 chapters
 - 15 questions from any of the previous chapters
- Review materials are available in the related Canvas module.
- The purpose is to test your understanding of the material and if you have achieved the desired course objectives.

- Each exam will be on-line using ProctorU Auto.
 - ProctorU acts as a 3rd party, online proctoring service for many of our online and hybrid courses.
 - Please go to: <https://www.utt Tyler.edu/offices/digital-learning/proctoru-resources/index.php>. There is detailed information there, support access info, and a video walk through of the process of installing the ProctorU browser extension before your test.
 - Please make sure you have:
 - High-speed Internet connection
 - Webcam
 - Windows, Mac, or Chrome Operating System
 - Up-to-date Chrome or Firefox browser
 - ProctorU Guardian Browser or Web Extension installed*
 - Valid photo ID
 - Quiet environment to take your assessment.

* ProctorU intends to replace the web extension with the Guardian Browser at a future date. The exact date for this transition has yet to be announced but is expected sometime in 2024. At present, both options are still available for use.

- You will not be permitted to have other people in the room with you and your webcam must be on for the duration of the exam. Failure to adhere to these requirements will result in a zero (0) for the exam.
- During exams you will be permitted to have:
 - a four-function calculator (no programmable calculators),
 - one sheet of blank scratch paper only.
 - **One 3x5 Notecard** : **If you have completed all your homework, on time, with a minimum of 70% correct**, you may have use a 3x5 notecard as a test-taking aid. Use of a notecard during the exam without completing the homework as described will be considered academic dishonesty and will result in a zero for the exam.
- **You will not be permitted to use a cellphone, get up from your computer, or take bathroom breaks. Please prepare accordingly.**

Make-up quizzes and exams will ONLY be given under extreme extenuating conditions such as, but limited to, hospitalization or medical emergency (including COVID related issues), physical injury, or death of an immediate family member. You MUST provide me proof of your issue in order to qualify for a make-up exam. For extenuating conditions, make-up exams must be taken within three days of your medical release.

Participation & Engagement

- During live sessions, you are expected to have your webcam on and your voice muted (unless speaking).
- You are expected to act in a professional manner while on Zoom.
 - This includes acting in a manner that is not distracting or disruptive.
 - It is requested that you mute your equipment when not speaking.
 - Your instructor will give you one warning if you exhibit conduct that is detrimental to the learning environment.
 - A second notice will result in your removal from the session.
- Courtesy to the instructor and fellow students is expected. Open discussion is encouraged but derogatory remarks and profanity will not be tolerated in the classroom.
- Any plagiarism or other form of cheating will be dealt with severely under relevant University policies.
- You may use AI programs e.g., ChatGPT to help generate ideas and brainstorm. However, you should note that the material generated by these programs may be inaccurate, incomplete, or otherwise problematic. Beware that use may also stifle your own independent thinking and creativity.
 - You may not submit any work generated by an AI program as your own. If you include material generated by an AI program, it should be cited like any other reference material (with due consideration for the quality of the reference, which may be poor).



Term Project

Excel Data Analytics Case: This Excel project shows students how to drill-down into a company's sales and cost data, gaining a deeper understanding of the company's sales and how this information can be used for decision-making. Students will use Excel to analyze the sales and cost transactions for an insurance company. Students will first have to find and correct errors in the data set. Students then will create calculated columns, pivot tables, charts, and other items, and will draw conclusions based on these results.²

²KAT Insurance Corporation: Introductory Managerial Accounting Data Analytics Case, Instructor Guide, Wendy M. Tietz, Kent State University, Jennifer M. Cainas, University of South Florida, Tracie L. Miller-Nobles, Austin Community College

Grading Structure

Assignment	Percent of grade	Points	Grading Scale:	
Homework	10.00%	100	100 – 90%	A
EXAM 1 (Ch 1,2,3)	17.50%	175	89.99 – 80%	B
EXAM 2 (Ch 5,11,12)	17.50%	175	79.99 – 70%	C
EXAM 3 (Ch 4,7,8)	17.50%	175	69.99 – 60%	D
EXAM 4 (Ch 6,10,cumulative)	20.00%	200	<60%	F
Excel Project	17.50%	175		
Total	100.00%	1,000		

Late Work and Make-Up Exams:

In an accounting class, it is easy to fall behind. In a short summer session, the pace is faster than normal and requires you to schedule time EVERY DAY to work on the class material. The syllabus will provide you with a framework for scheduling your time. Lengthy instructions will not be available on a one-on-one basis. However, you may schedule one-on-one time to ask specific questions on the assigned work.

All assignments must be completed on or before 11:59pm on the due dates. Late assignments may be allowed with a penalty for late work, unless there are emergency situations and documentation is provided (e.g., doctor's note, subpoena, accident report, etc.).

If you need an extension on the homework, let me know before the due date. Don't wait until the last minute to request an extension. **NOTE:** Connect won't allow extensions once you enter STUDY mode.

Attendance Policy:

This is an **asynchronous class**. "Asynchronous learning simply refers to an environment in which teaching and learning do not occur at the same time or in the same space."¹

University Policies & Student Resources:

University policies and student resources are available on the University website and in Canvas under "Syllabus".

- [University Policy](#)
- [Student Resources](#)

Calendar of Topics, Readings, and Due Dates

Note: This is a tentative schedule, and subject to change as necessary – monitor the course page for current deadlines. In the unlikely event of a prolonged university closing, or an extended absence from the university, adjustments to the course schedule, deadlines, and assignments will be made based on the duration of the closing and the specific dates missed.

DAY	Begin DATE	HW Due DATE	CHAPTER	Notes
Mon	13-May	15-May	Chapter 01 - Management Accounting and Corporate Governance	
Thur	16-May	18-May	Chapter 02 - Cost Behavior, Operating Leverage, and Profitability Analysis	
Sun	19-May	23-May	Chapter 03 - Analysis of Cost, Volume, and Pricing to Increase Profitability	
Wed	22-May		Live Review	
Thur	23-May		EXAM 1 (Ch 1-3)	
			Memorial Day Holiday Weekend (Fri - Mon)	
Tues	28-May	31-May	Chapter 04 - Cost Accumulation, Tracing, and Allocation	Excel Case Introduced
Fri	31-May	3-Jun	Chapter 11 - Product Costing in Service and Manufacturing Entities	
Mon	3-Jun	7-Jun	Chapter 12 - Job-Order, Process, and Hybrid Costing Systems	
Thur	6-Jun		Live Review	
Fri	7-Jun		EXAM 2 (Ch 4,11,12)	
Sat	8-Jun	11-Jun	Chapter 05 - Cost Management in an Automated Business Environment: ABC, ABM, and TQM	
Tues	11-Jun	14-Jun	Chapter 07 - Planning for Profit and Cost Control	
Fri	14-Jun	21-Jun	Chapter 08 - Performance Evaluation	Excel Case Due
Fri	14-Jun		Last Day to Withdraw	
Wed	19-Jun		Juneteenth/Emancipation Holiday - school/classes closed	
Thur	20-Jun		Live Review	
Fri	21-Jun		EXAM 3 (Ch 5,7,8)	
Sat	22-Jun	25-Jun	Chapter 10 - Planning for Capital Investments	
Tues	25-Jun	29-Jun	Chapter 06 - Relevant Information for Special Decisions	
Fri	28-Jun		Live Review for Final (Ch 6,10, Cumulative)	
Sat	29-Jun		Final (Ch 6,10, Cumulative)	