

# **DEPARTMENT OF BUSINESS & OFFICE ADMINISTRATION**

# COURSE OUTLINE – FALL 2016 BA2130 3(3-0-2) 75 HOURS – COST ACCOUNTING I

**INSTRUCTOR:** Patrick D (Pat) **PHONE:** 780.539.2895 office

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**OFFICE HOURS:** Tuesdays. Thursdays 0930-1100 or by appointment

# PREREQUISITE(S)/COREQUISITE: BA1120 Principles of Accounting or equivalent

# **REQUIRED TEXT/RESOURCE MATERIALS:**

Cost Accounting—A Managerial Emphasis, **SEVENTH** Canadian Edition, Horngren, Datar, Foster, Rajan, Ittner, Gowing, Janz; Pearson Education Canada, 2016.
Business Calculator

This textbook is used extensively and is the required text for BA 2140.

#### **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.

## **CREDIT/CONTACT HOURS:**

This is a 3 credit course with 3 lecture and 2 lab hours each week.

## **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 tab 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. Chapter quizzes will be administered, either on paper during the weekly lab or electronically.
- The Final Examination, to be written in the gymnasium, will consist of multiple choice questions, exercises and problems. The Final Examination will be cumulative.
- Regular classroom attendance is expected. Each assigned reading should be studied both before and after it is discussed in class. Homework assignments, whether or not handed in

- should be completed to develop your understanding and application of the principles and practices.
- Assignments should be considered as professional submissions or presentations that would be
  prepared either for a client or a supervisor. Therefore, assignments should be neat and well
  organized. The assignments need not be computer generated, but should contain proper
  spelling, grammar, and should in the appropriate format for accounting statements. They
  should communicate the required information in an effective and efficient manner. Marks may
  be deducted for spelling, grammar, and other presentation errors.
- This course requires students devote considerable time outside the classroom and thus it is imperative that students do not fall behind in readings and problems.
- 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 Moddle.
- Unofficial Student Marks will be posted on Moodle. Official Final Grades will be communicated via Student Services.

#### **COURSE OBJECTIVES:**

The following objectives will be covered in this course:

- Cost-volume-profit analysis
- Job costing
- Activity based costing (ABC) and management (ABM)
- Budgetting and responsibility accounting
- Budgetting, 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:

\*\* 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.

Note that BA2130 and BA2140 **together** are required for university transfer, of for transfer to various professional organizations. Students should refer to the **Alberta Transfer Guide** at <a href="http://www.acat.gov.ab.ca">http://www.acat.gov.ab.ca</a> for a list of post-secondary institutions to which these courses can be transferred. Students are <a href="mailto:strongly advised">strongly advised</a> to check with the receiving institution or professional organization for more details and to ensure transferability.

Due to the unification of the three professional accounting designations, CA, CGA and CMA into the single CPA, information regarding required courses and exemptions has changed, so what was required or exempt in the

past have been updated. Students should check the CPA Alberta website for both designation and certificate requirements.

#### **GRADING CRITERIA:**

Professionalism, Participation

and Attendance 5% Quizzes & Assignments 35%

Major Test 25% tentatively October 23, 2016, Chapters 1-5

Final Exam 35%

Final examinations will be scheduled by the registrar's office during the period ending December 16, 2016. **Do not plan any activities during this period!!!** Dates for major tests, quizzes, and assignments will be announced in class as required during the semester.

Grades will be assigned on the Letter Grading System. Grades will be posted on Moodle.

GRANDE PRAIRIE REGIONAL COLLEGE				
GRADING CONVERSION CHART				
Alpha Grade	4-point	Percentage	Designation	
	Equivalent	Guidelines		
A <sup>+</sup>	4.0	90 – 100	EXCELLENT	
Α	4.0	85 – 89		
<b>A</b> <sup>-</sup>	3.7	80 – 84	FIRST CLASS STANDING	
B <sup>+</sup>	3.3	77 – 79		
В	3.0	73 – 76	GOOD	
B <sup>-</sup>	2.7	70 – 72		
C <sup>+</sup>	2.3	67 – 69		
С	2.0	63 – 66	SATISFACTORY	
C_	1.7	60 – 62		
D⁺	1.3	55 – 59	MINIMAL PASS	
D	1.0	50 – 54		
F	0.0	0 – 49	FAIL	
WF	0.0	0	FAIL, withdrawal after the deadline	

# **STUDENT RESPONSIBILITIES:**

Students are responsible for:

- getting to class on time,
- being prepared for class,
- · respecting the rights including personal space of classmates,
- having assignments completed on time, in appropriate formats,
- asking questions both in and out of class,
- notifying the Instructor in a timely manner regarding absences,
- checking with classmates and the Instructor regarding material missed during absences,
- checking Moodle and GPRC email for class announcements,
- complying with GPRC policies,
- appropriate use of electronic devices—the calculator function of cell/smart phones is not appropriate for use during examinations/quizzes.

#### STATEMENT ON PLAGIARISM AND CHEATING:

Please refer to the College Policy on Student Misconduct: Plagiarism and Cheating and resultant penalties at <a href="https://www.gprc.ab.ca/files/forms">https://www.gprc.ab.ca/files/forms</a> documents/Student Misconduct.pdf

Academic Dishonesty, Plagiarism and Cheating are serious offences and will be dealt with severely. The Instructor does not generally use group assignments, however, students are encouraged to work together when completing assignments, but each student must submit a unique, discrete, original assignment.

The Instructor reserves the right to use any anti-plagiarism software deemed necessary.

# **COURSE SCHEDULE/TENTATIVE TIMELINE:**

Week Beginning September 1	Required Reading	Topic - Introduction to Cost Accounting
September 6	Chapter 1	The Accountants' Vital Role in Decision Making
September 15	Chapter 2	An Introduction to Cost Terms and Purposes
September 22	Chapter 3	Cost-Volume-Profit Analysis
September 29	Chapter 4	Job Costing
October 6	Chapter 5	Activity-Based Costing and Management
October 15	Chapter 6	Master Budget and Responsibility Accounting
October 20	Chapter 7 & 8	Flexible Budgets, Variances and Management Control
October 21	Chapter 9	Income Effects of Denominator on Inventory Valuation
November 3	Chapter 10	Analysis of Cost Behaviour
November 13	Chapter 11	Decision Making and Relevant Information
November 17	Chapter 12	Pricing Decisions: Profitability and Cost  Management
November 24	Chapter 13	Strategy, Balanced Scorecard and Profitability Analysis

<sup>\*\*</sup>Note: all Academic and Administrative policies are available at <a href="https://www.aprc.ab.ca/about/administration/policies/">https://www.aprc.ab.ca/about/administration/policies/</a>