

# Business Administration

Course Number:	<b>BUAD 264</b>
Course Title:	<b>MANAGEMENT ACCOUNTING</b>
Credits:	<b>3</b>
Calendar Description:	

**Professors**

<b>Name</b>	<b>Phone number</b>	<b>Office</b>	<b>Email</b>
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**Learning Outcomes**

Upon completion of this course students will be able to:

- Prepare a basic manufacturing income statement.
- Apply the cost-volume-profit framework to different managerial decisions.
- Prepare a comprehensive master budget.
- Calculate and interpret material price and quantity variances, labour rate and efficiency variances and variable overhead spending and efficiency variances.
- Apply the relevant cost framework to managerial decisions regarding equipment replacement, outsourcing, special orders, constrained resource and addition or deletion of products.

**Course Objectives**

This course will also cover the following content:

- The work of management and the need for management accounting information.
- Cost classifications by behaviour, traceability, relevance and function.
- Estimation methods for calculating mixed costs.
- Standard costing and computation of standard costs.
- Differentiation between static and flexible budgets.
- Computation and interpretation of key financial performance metrics related to decentralized operations.
- Evaluation of capital budgeting options using net present value, profitability index, internal rate of return, payback method and simple rate of return methods.

**Evaluation Procedure**

Project	8%
Term Work	12%
Mid-term Exams	40%
Final Exam	40%
Total	100%

**Notes****Project**

Students will individually complete a project worth 8% of their total grade. The project will involve using Microsoft Excel to prepare an integrated master budget. This gives students an opportunity to apply the skills learned in Chapter 7 of the text, skills that embody a key concept in managerial accounting. Students who are unfamiliar with Microsoft Excel should advise their professor at the beginning of the course.

**Exams**

Two mid-term exams are scheduled for this course. The first mid-term will cover chapters 1, 2, 3 & 8; the second will cover chapters 7, 8 & 11. The final exam will cover chapters 8, 9, 10 & 12. Students are expected to write mid-term and final exams at the scheduled times and dates. Out-of-Time

## Course Schedule

Date		Topic	Textbook
Week of:		Mon. Jan 5 Classes begin Family Day Feb 9 & Feb 10 to 13 Reading Break – no classes Good Fri. Apr 3 & Easter Mon. Apr 6 – no classes Tues. Apr 14 Last day of regularly scheduled classes	
Jan	5	An Introduction to Managerial Accounting Cost Concepts	Ch 1 Ch 2
	12	Cost Concepts Cost Behaviour: Analysis and Use	Ch 2 Ch 3
	19	Cost Behaviour: Analysis and Use Cost-Volume-Profit Relationships	Ch 3 Ch 8
	26	Cost-Volume-Profit Relationships	Ch 8
Feb	2	Budgeting <b>Mid-term Exam #1</b> (Chapters 1, 2, 3 & 8)	Ch 7
	9 - 13	READING BREAK ( <i>Feb 9 to 13 – no classes</i> )	
	16	Budgeting	Ch 7
	23	Budgeting Standard Costs and Variance Analysis	Ch 7 Ch 11
Mar	2	Standard Costs and Variance Analysis <b>Budge Project Due</b> (March 6 <sup>th</sup> )	Ch 11
	9	Organizational Structure and Performance Measurement <b>Mid-term Exam #2</b> (Chapters 7, 8 & 11)	Ch 12
	16	Organizational Structure and Performance Measurement Relevant Costs: The Key to Decision Making	Ch 12 Ch 9
	23	Relevant Costs: The Key to Decision Making	Ch 9
	30	Capital Budgeting Decisions	Ch 10
Apr	6	Capital Budgeting Decisions	Ch 10
	13	Final exam review	
Apr	17 - 25	Final Exam Period (Chapters 8, 9, 10, 12)	

## **SKILLS ACROSS THE BUSINESS CURRICULUM**

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The Okanagan School of Business promotes core skills across the curriculum. These skills include reading, written and oral communications, computers, small business, and academic standards of ethics, honesty and integrity.

## **STUDENT CONDUCT AND ACADEMIC HONESTY**

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### **What is the Disruption of Instructional Activities?**

At Okanagan College (OC), disruption of instructional activities includes student “conduct which interferes with examinations, lectures, seminars, tutorials, group meetings, other related activities, and with students using the study facilities of OC”, as well as conduct that leads to property damage, assault, discrimination, harassment and fraud. Penalties for disruption of instructional activities include a range of sanctions from a warning and/or a failing grade on an assignment, examination or course to suspension from OC.

### **What is Cheating?**

“Cheating includes but is not limited to dishonest or attempted dishonest conduct during tests or examinations in which the use is made of books, notes, diagrams or other aids excluding those authorized by the examiner. It includes communicating with others for the purpose of obtaining information, copying from the work of others and purposely exposing or conveying information to other students who are taking the test or examination.”

Students must submit independently written work. Students may not write joint or collaborative assignments with other students unless the instructor approves it in advance as a group/team project. Students who share their work with other students are equally involved in cheating.

### **What is Plagiarism?**

Plagiarism is defined as “the presentation of another person’s work or ideas without proper or complete acknowledgement.” It is the serious academic offence of reproducing someone else’s work, including words, ideas and media, without permission for course credit towards a certificate, diploma, degree and/or professional designation. The defining characteristic is that the work is not yours.

“Intentional plagiarism is the deliberate presentation of another’s work or ideas as one’s own.” Intentional plagiarism can be a copy of material from a journal article, a book chapter, data from the Internet, another student, work submitted for credit in another course or from other sources.

“Unintentional plagiarism is the inadvertent presentation of another’s work or ideas without proper acknowledgement because of poor or inadequate practices. Unintentional plagiarism is a failure of scholarship; intentional plagiarism is an act of deceit.”

### **What are the Students’ Responsibilities to Avoid Plagiarism?**

Students have a responsibility to read the OC Plagiarism Policy and Procedures outlined in the OC calendar, which is available in online format [www.okanagan.bc.ca](http://www.okanagan.bc.ca). S

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