

GEORGETOWN UNIVERSITY

School of Continuing Studies

ACCT 102 - 20 Managerial Accounting

Summer 2017

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| Class | MTWR 3:15 PM - 5:15 PM room 120 ICC |
| Instructor | Alan Mayer-Sommer |
| Phone: | (202) 687-3792 |
| Office: | 563 Hariri |
| Office hours: | Monday Tuesday 5:30 PM - 6:30 PM Other times by appointment |
| Text | Managerial Accounting , 5th edition by Karen Braun and Wendy Tietz published by Pearson 2018 (Yes, weird as it seems) |
| Online supplement | My Accounting Lab |



Learning Objectives

- Master the techniques and procedures covered in this course and understand how they can help you as a manager make better business decisions.
- Recognize how these techniques and procedures can help you understand and improve business processes (1) within the company you work for, (2) in a company you wish to acquire or (3) the firm you start and build.
- Realize that specific answers are only contingently correct
- Appreciate the continuous feedback loop in which operating decisions affect numbers that affect the financial statements which in turn affect operating decisions which affect numbers, etc.
- Achieve sufficient mastery of the techniques and procedures covered in this course so you can constructively and confidently challenge numbers generated by others – numbers used to guide business decisions and evaluate your performance.

Acct 101 is a prerequisite for this course. That means you can apply, as necessary, the material covered in Acct 101 to Acct 102.

Required Materials To Be Purchased

- Managerial Accounting, 5th edition, Karen Braun and Wendy Tietz, Pearson, 2018.
- MyAccountingLab (MAL)
 - Course name: Managerial Accounting-5e-Summer 2017
 - Course ID: mayer-sommer38448
- nClass learning support system

Other Materials for Which You Are Responsible

- Power Points posted on Blackboard
- Class handouts

Tests, Grades and Grading

You must take each midterm and the final. Your numerical course grade is calculated as follows:

| | |
|---|-------------|
| Homework on MAL | 3% |
| Chapter readiness quizzes on MAL (open-book, open-notes) | 3% |
| Chapter completion quizzes on MAL (open-book, open-notes) | 3% |
| Class participation | 3% |
| nClass | 3% |
| Midterm I (chaps 1, 2, 3, 4a and 6 – closed-book, closed-notes) | 25% |
| Midterm II (chaps 4b, 7, 8 and 10a – closed-book, closed-notes) | 30% |
| Final (chaps 9, 10b, 11 and 12 – closed-book, closed-notes) | <u>30%</u> |
| Total | <u>100%</u> |

Conversion of your numerical course grade to a letter grade will be done in conformity with the MSB grading policy: No more than 30% of the students enrolled at the end of ACCT 102 shall be awarded grades in the A-range and the average GPA for ACCT 102 sections taught by your professor shall not be higher than 3.0. The value 3.0 represents a “B.” In the past, the cutoff for an “F” in ACCT 102 has generally been a numerical course grade below 60. In addition, a grade of “F” is given to any student found to have violated the Honor System.

The midterms and final are closed-book, closed-notes tests. Midterm II and the final are cumulative to the extent that you must know material from the previously-covered chapters to solve problems in later chapters. The body of questions from which exam questions are drawn generally consists of assigned material (the discussion questions, exercises and problems assigned as homework, quizzes on MAL, i-clicker questions and class handouts. Generally only the name of the company and numbers will be changed. Sometimes formatting and wording will also be changed, e.g., “underapplied” might be changed to “overapplied” or “favorable” might be changed to “unfavorable.” In addition, the requirements section of problems may be changed to facilitate the awarding of partial credit.

Calculator use is strongly encouraged. Use of “cheat sheets,” cell-phones, iPods, PDAs, smart phones and any other device capable of communicating with someone else or over the internet is prohibited. During a test, you may not access any resource or communicate in any way with any person other than a proctor, instructor, medical or security professional. Students with prior certification from the Learning Center will receive the accommodations specified in the letter furnished by the Academic Resource Center.

Grading templates are used so that answers on all exams are graded the same way. Multiple choice questions are graded on a right-wrong basis. Incorrect answers to other questions are eligible for partial credit only if supporting computations are presented clearly enough so that graders can see how you derived your answer. Ambiguous answers, illegible answers, multiple answers to the same question when a single answer is requested and unanswered questions receive no credit.

If you believe an error was made in the grading of your test, use the regrade request form that is posted on Blackboard. Clearly indicate which problem(s) should be regraded and explain the grading issue(s). Regrade requests should be based on your belief that the grading template was incorrectly applied. In order to be fair to all the other students whose exams were graded according to the grading template, regrade requests based on modifications of the grading template will not be considered. Regrade requests must be submitted in writing **no later than one week after an exam has been returned to you or made available for return**. No grade change requests for any test will be considered after the expiration of the one-week period except in highly unusual circumstances (e.g., medically approved absences). The original of the test must accompany your submission. Your test should not have been altered in any way. If, however, alterations were made since the exam was returned to you, these changes should be clearly identified. As a control for improper alterations, exams are scanned before returning them. Improper alterations constitute a violation of the Honor System. It may happen that you submit a grade appeal and receive no response. In that situation, it is your responsibility to follow-up to make sure your appeal is reviewed.

Except for medical emergencies, once you start an examination, that exam counts. If you believe that you cannot take an exam at the regularly scheduled time due to reasons such as lack of sleep, stress, illness, other pressures or events in your life, you must notify the professor before taking the exam and, with appropriate documentation validating your excuse, alternative arrangements will be made.

If you miss a regularly-scheduled midterm you must take the makeup for that midterm. Because of the small number of students taking this exam, a scaled, standardized exam is used. Because these exams are pre-scaled, they are not scaled again after grading. Makeup exams are scheduled at a time that does not conflict with classes of those students who missed the regularly scheduled midterm and had an approved excuse.¹ After grading, makeup exams may be reviewed in the course coordinator's office but are not returned to the test taker because the same exams are used from semester to semester.

If you score less than 70 on a regularly-scheduled midterm, you may take the makeup exam and keep the higher of the two grades not to exceed a 70. If you wish to exercise the retake option, please notify me as soon as possible. If, for any reason, you missed the regularly-scheduled midterm, you must take the makeup midterm and the retake option, i.e., a second makeup exam, is available to you only if your reason for missing the regularly-scheduled midterm is an approved excuse.

The body of questions from which makeups or the conflict final is drawn is the same as the body of questions from which the regularly-scheduled midterm or final was drawn. However, you should not expect that topical coverage or level of difficulty will be the same. I attempt to make the level of difficulty the same but, as a practical matter, this goal is hard, if not impossible, to achieve. Therefore it is to your distinct advantage to take the regularly-scheduled exams or have an approved excuse for missing the regularly-scheduled exam. This gives you two shots at the exam material.

Class Participation

You earn credit for class participation when you make a comment, ask or answer a question relevant to the subject matter. Your answer to a question need not be correct to get class participation credit. To earn full class participation credit, you must accumulate 12 participation points during the semester. **Only one participation point can be earned per class.** The class participation portion of your grade is calculated as follows: (participation points earned divided by the highest number of points earned by any student registered in the ACCT 102 classes currently taught by your professor) * 4%.

¹ Situations may arise that result in your inability to attend class or take exams. Illness, injury, family emergencies, certain University-approved curricular and extra-curricular activities, and religious holidays are legitimate reasons to miss class or an exam. Excused absences must be supported by appropriate documentation, e.g., note or email from the Undergraduate Dean's Office or a doctor's note. University Health Services cannot provide medical excuses unless they have provided treatment.

For University-approved curricular and extra-curricular activities, verifiable documentation is also required. You should obtain from the sponsoring activity a letter (or class absence form) indicating the anticipated absence(s). The letter or form must be given to the instructor.

Early departures for or late returns from vacations are NOT valid excuses to miss classes or examinations. This applies especially to final examinations. Plan to leave campus AFTER all your scheduled final exams are completed. Instructors are required to give the final exams according to the University schedule, and cannot give makeups of the final for reasons that are not approved excuses. If you have any questions about your eligibility to take the conflict final exam, please consult the Undergraduate Dean's Office well before the scheduled final examination date.

Job interviews; internships; weddings; birthday parties (even for close relatives); missed or delayed rides, trains or flights; heavy school- or job-related workloads, etc. are not valid excuses.

Discussion Questions

The assignment section of the syllabus lists a number of verbal response questions that are assigned from each chapter. These conceptual questions are not collected, not graded on MAL and not counted in any way towards the homework grade. Answers to these questions are posted on Blackboard. Understanding the answers to these questions is essential to understanding the concepts that underlie the procedures and computations covered in each chapter. These or other questions may appear on examinations in short answer, multiple choice or true-false format.

MyAccountingLab

There are two gradable activities in My Accounting Lab (MAL): homework and quizzes. Quizzes are open-book, open-notes. Homework has been set to allow you 5 attempts at each exercise or problem and a second try if you could not solve the problem in the first 5 attempts. Solutions to homework material become available through MAL and are also available on Blackboard immediately after the submission deadline. Your grade on each of the MAL activities is determined as follows: (points you have earned in each category divided by the highest number of points earned in that category by any student currently registered in the course) * 4%.

Cautionary Notes About MyAccountingLab (MAL)

1. ***MyAccountingLab deadlines are firm.*** It is your responsibility to check the syllabus to know (1) what needs to be submitted and (2) when those submissions are due. No credit is given for late submissions.
2. ***Allow extra time for the unexpected.*** Allow for unexpected events such as hardware, software and transmission failures. Completing a particular MAL assignment may take longer than planned. Allow for these and other eventualities by completing assignments with plenty of time to spare. You can access self-help online at 247pearsoned.custhelp.com. If you have gotten an error message, cut and paste that message into the self-help search window and you will receive search results for the issue. You can also call MAL Tech Support at (844) 292-7015 or (800) 677-6337 but do so allowing plenty of time to resolve any technical issues and still meet submission deadlines. While Tech Support is available 24/7, you should allow for busy periods and downtime.
3. ***Make sure that MAL has correctly recorded all your submissions BEFORE the submission deadline.*** If there is an issue, you must contact MAL Tech Support **BEFORE** the submission deadline and report the issue. The MAL Tech Support reps will try to resolve your issue. Ask for and retain the incident number. Refer to this number in all subsequent calls about the same issue. You must be able to furnish screenshots that document the issue. Keep copies of these screenshots and all correspondence with MAL Tech Support. Ask the Tech Support representative with whom you speak to send you a copy of his/her record of the phone conversation and also record the name of the rep with whom you spoke.
4. ***Adjustments to MAL deadlines or records.*** I adjust deadlines or records only in a very limited number of situations: (1) You must give me an incident number for an issue you reported before the submission deadline along with screenshots that fully and accurately portray the issue. Examples of acceptable issues include MAL software or MAL server failures. (2) Extraordinary events meriting adjustments. These events must be documented by a medical professional, or a responsible university official. Such events do not include athletic or other university-related obligations, job interviews, weddings, birthday parties (even for close relatives), missed or delayed flights, heavy school- or job-related workloads, etc. Give yourself an adequate margin for personal issues such as illness or other events occurring before the deadline.
5. ***Errors in MAL readiness or completion quizzes.*** Occasionally, MAL chapter readiness or chapter completion questions are ambiguously stated resulting in more than one answer being correct. Sometimes, MAL answers are wrong. If you believe this to be the case, bring the question to my attention and I will confirm the error, contact MAL tech support and make the appropriate adjustment.

The Honor System

You are expected to be thoroughly familiar with, and adhere to, the Honor System. Information about the Honor System is available at the following website:

<https://honorcouncil.georgetown.edu/system>

Please note the following:

1. Using someone nClass in a way that improperly gives or could give another person credit for answering clicker questions constitutes a violation of the Honor System by both the person using the clicker and the person who receives or potentially could have received credit for the clicker responses.
2. Different versions of the midterms and the final are administered during the same examination sitting.
3. We scan the graded tests before they are returned. If you submit an exam for regrading, we will ask you to complete and sign a grade review request. We compare any test submitted for regrading with the previously scanned copy to check for improper alterations. When the preponderance of the evidence indicates a violation of the Honor System, we are required to turn the case over to the Honor Council.
4. If a student is sanctioned for violating the Honor System, no matter what sanction is imposed by the Honor System, the student will receive a grade of "F" in the course.

General Information

1. **Achievement.** Everyone registered for this course is capable of success. The most significant determinant of the degree of success you achieve in this course is effort. EFFORT = ACHIEVEMENT. Last semester, 70 respondents to the course evaluation reported the following answers to the question, "Approximately how many hours do you spend studying for this class in a typical week?"

| More than 10 | 6 - 10 | 3 - 5 | Fewer than 3 |
|--------------|--------|-------|--------------|
| 9 | 21 | 28 | 12 |

2. **Topical coverage.** Our text covers many topics that you can master on your own. Time constraints often compel us to provide in-class coverage only for more challenging topics or topics that are related to, but not included in, material covered in the text. If you have any questions about topics that are not discussed in class, please see me or ask one of the TAs. Time constraints also limit the number of questions, exercises and problems that are assigned as homework. I urge you to work as many additional exercises and problems as needed to make yourself comfortable with the material. Please see me to check solutions to any additional problems you work.
3. **Changes.** For pedagogically sound reasons, changes may be made to this syllabus. Such changes will be announced in class and posted to a revised syllabus that will be uploaded to Blackboard. There may be extraordinary events or circumstances that warrant the making of exceptions to rules in this syllabus.
4. **Fairness in applicability of rules.** In fairness to all students, I ask that you not request any exceptions to rules or standards in this syllabus that would, in its effect, benefit only you or a subset of all students registered for the course.
5. **Policy on assistance for special populations:** Students having difficulties in the course are urged to see me or course TAs early and often. The TAs or I will provide supplementary explanations, text references, additional problems for practice and referrals to tutors. Other sources of help are available.
6. **Section 504 compliance:** Georgetown University complies with the provisions of section 504 of the Vocational Rehabilitation Act of 1973. In this connection, "students experiencing any difficulty of any kind in their learning" may contact the learning skills specialist at the University's Academic Resource Center (687-8354). For further information, go to <http://academicsupport.georgetown.edu/disability/>. Accommodation letters from the Academic Resource Center should be submitted to your instructor as

soon as practicable but definitely one week before an examination for which accommodations are requested.

7. **Policy on FERPA notification:** You have the right to consent to disclosures of personally identifiable information contained in your education records, except to the extent that FERPA authorizes disclosure without consent. One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests. Such persons include students acting as teaching assistants and/or graders.
8. **Policy on sexual assault:** Georgetown University and its faculty are committed to supporting survivors of sexual misconduct, including relationship violence, sexual harassment and sexual assault. University policy requires faculty members to report any disclosures about sexual misconduct to the Title IX Coordinator, whose role is to coordinate the University's response to sexual misconduct.

Georgetown has a number of fully confidential professional resources available to provide support and assistance to survivors of sexual assault and other forms of sexual misconduct. These resources include:

Jen Schweer, MA, LPC
Associate Director of Health Education Services for Sexual Assault Response and Prevention
(202) 687-0323
jls242@georgetown.edu

Erica Shirley, Trauma Specialist
Counseling and Psychiatric Services (CAPS)
(202) 687-6985
els54@georgetown.edu

More information about campus resources and reporting sexual misconduct can be found at <http://sexualassault.georgetown.edu>.

Homework Assignments

Note: The problem statements of the extra problems appear in Blackboard.

Chapter 1 – Introduction to Managerial Accounting

- Discussion questions 2 and 3

Chapter 2 – Building Blocks of Managerial Accounting

- Discussion questions 3, 4, 9 and 10
- Exercises and problems: C02 – E2-24A (Assume there are no indirect materials.), C02 – E2-25A, C02 – E2-27A, C02 – P2-43A, C02 – P2-46A, C02 – Extra Problem 01, C02 – Extra Problem 02, C02 – Extra Problem 03

Chapter 3 – Job Costing and Absorption Costing with Plantwide Overhead Rates

- Discussion questions 3, 4, 5, 7 and 8
- Exercises and problems: C03 – S3-15, C03 – E3-23A, C03 – E3-24A, C03 – E3-27A, C03 – P3-48A (Assume there are no indirect materials)

Chapter 4a – Absorption Costing with Departmental Overhead Rates pps 177 – 184

- Discussion questions 1, 3 and 4
- C04a – Extra Problem 01

Chapter 4b – Activity-Based Costing, Lean Operation, and the Costs of Quality pps 185 - 214

- Discussion question 10
- C04 – S4-6, C04 – S4-12, C04 – E4-22A, C04b – Extra Problem 01

Chapter 6 – Cost Behavior

- Discussion questions 2, 4, 5, 6 and 7
- Exercises and problems: C06 – S6-18, C06 – S6-19 (The answer to item b is variable cost(s)), C06 – E6-26A, C06 – E6-27A, C06 – E06-28A, C06 – P6-61A (Treat all the depreciation as part of GS&A expenses), C06 – P6-63A, C06 – Extra Problem 01

Chapter 7 – Cost-Volume-Profit Analysis

- Discussion question 6
- Exercises and problems: C07 – E7-26A, C07 – E7-27A, C07 – E7-32A, C07 – E7-33A, C07 – E7-34A, C07 – P59A, C07 – P61A (For part 2, round the contribution margin ratio to two decimal places, e.g., .12 or 12%. For part 4, round the operating leverage factor to three decimal places, e.g., 1.234. For part 5, round the percentage to two decimal places, e.g., 12.34%)

Chapter 8 – Relevant Costs for Short-Term Decisions

- Discussion questions 4, 5, 6, 7 and 8
- C08 – E8-16A, C08 – E8-17A, C08 – E8-20A, C08 – E8-21A, C08 – E8-24A, C08 – E8-25A, C08 – E8-28A

Chapter 9 – The Master Budget

- Discussion questions 1, 2, 3, 5, 7 and 8
- C09 – P9-54A For part (d), add the following: “ All direct materials are purchased on credit. Accounts Payable is used exclusively to record direct material purchases.” For requirement (4.) change “80% of current month DM purchases” to “80% of prior month DM purchases.” Here are some check figures: Gross Profit: \$104,250. Operating Income: \$59,300. Income Before Taxes: \$58,810. Cash balance at the end of January: \$4,432. Cash balance at the end of February: \$4,951. Cash balance at the end of March: \$4,046.

Chapter 10a – Performance Evaluation pps 572 – 592; 598 - 604

- Discussion questions 1, 2, 3, 4, 5, 8, 9 and 10
- C10a – E10-20A; C10a – E10-23A; C10a – Extra Problem 01; C10a – Extra Problem 02

Chapter 10b – Flexible Budgets pps 593 – 598

- Discussion question 6
- C10b – E10-26A; C10b – P10-42A; C10b – P10-43A

Chapter 11 – Standard Costs and Variances

- Discussion questions 1, 2 and 10. Modify question one by substituting the word “operations” for “accounting.”
- C11 – E11-27A through C11 – E11-31A (Gross margin is \$375,229); C11 – P11-51A; C11 – P11-52A (Assume all the direct material used was also the actual quantity of direct material purchased.)

Chapter 12 – Capital Investment Decisions and the Time Value of Money

- Discussion questions 1, 2, 6, 7, 8, 9 and 10
- C12 – S12-10; C12 – E12-19A (Assume the cash flows occur evenly during each year.); C12 – E12-23A (For part 1 of this problem, assume the cash inflows occur evenly throughout the year. For part 2 of this problem, assume cash inflows occur at the end of each year.); C12 – E12-25A; C12 – E12-31A

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|----------------------------|----------------------------|-------------------|-----------------------------|--------|----------|
| 9-Jul | 10-Jul Chaps 1 & 2 | 11-Jul Chap 2 | 12-Jul Chap 3 | 13-Jul Chaps 3 & 4a | 14-Jul | 15-Jul |
| 16-Jul | 17-Jul Chap 6 | 18-Jul Midterm 1 | 19-Jul Chap 4b | 20-Jul Chap 4b | 21-Jul | 22-Jul |
| 23-Jul | 24-Jul Chap 7 | 25-Jul Chaps 7 & 8 | 26-Jul Chap 8 | 27-Jul Chap 10a | 28-Jul | 29-Jul |
| 30-Jul | 31-Jul Midterm 2 | 1-Aug Chap 9 | 2-Aug Chap 10b | 3-Aug Chap 11 | 4-Aug | 5-Aug |
| 6-Aug | 7-Aug Chap 11 | 8-Aug Chap 12 | 9-Aug Chap 12 | 10-Aug Final Exam | 11-Aug | 12-Aug |

| My Accounting Lab Due Dates | | | |
|------------------------------------|-----------------|------------------|------------------|
| Chapter | Chapter | | |
| Readiness | Completion | | |
| Quiz | Homework | Quiz | |
| Chapter 01 | | 7/10/17 11:00 PM | |
| Chapter 02 | 7/11/17 3:00 PM | 7/11/17 11:00 PM | 7/11/17 11:00 PM |
| Chapter 03 | 7/12/17 3:00 PM | 7/16/17 11:00 PM | 7/16/17 11:00 PM |
| Chapter 4a | 7/13/17 3:00 PM | 7/16/17 11:00 PM | 7/16/17 11:00 PM |
| Chapter 06 | 7/17/17 3:00 PM | 7/17/17 11:00 PM | 7/17/17 11:00 PM |
| Chapter 04b | 7/19/17 3:00 PM | 7/23/17 11:00 PM | 7/23/17 11:00 PM |
| Chapter 07 | 7/24/17 3:00 PM | 7/25/17 11:00 PM | 7/25/17 11:00 PM |
| Chapter 08 | 7/25/17 3:00 PM | 7/26/17 11:00 PM | 7/26/17 11:00 PM |
| Chapter 10a | 7/27/17 3:00 PM | 7/30/17 11:00 PM | 7/30/17 11:00 PM |
| Chapter 09 | 8/01/17 3:00 PM | 8/01/17 11:00 PM | 8/01/17 11:00 PM |
| Chapter 10b | 8/02/17 3:00 PM | 8/02/17 11:00 PM | 8/02/17 11:00 PM |
| Chapter 11 | 8/03/17 3:00 PM | 8/07/17 11:00 PM | 8/07/17 11:00 PM |
| Chapter 12 | 8/08/17 3:00 PM | 8/9/17 11:00 PM | |