

GEORGETOWN UNIVERSITY
School of Continuing Studies

ACCT 102 - 20 Managerial Accounting Summer 2018

Class	MTWR 3:15 PM - 5:15 PM	Room: TBD
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	
Online supplement	My Accounting Lab	



Learning Objectives

- Understand how the techniques and procedures covered in this course can help you as a manager make better business decisions.
- Increase your comfort level using quantitative techniques to answer questions.
- Learn to appreciate the role of assumptions in formulating problem statements and responses to those statements.
- Appreciate the continuous feedback loop in which operating decisions affect numbers that affect the financial statements that in turn affect operating decisions that 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: ACCT 102 – Summer 2018
 - Course ID: mayer-sommer94866
- i > clicker learning support system

Other Materials for Which You Are Responsible

- Power Points posted on Canvas
- 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%
Quizzes on MAL (open-book, open-notes)	3%
Class participation	3%
Student response system	3%
Midterm I (chaps 1, 2, 3, 4a and 6 – closed-book, closed-notes)	29%
Midterm II (chaps 4b, 7, 8 and 10a – closed-book, closed-notes)	29%
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, student response system 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.

Limited partial credit is also awarded for (1) addition, (2) subtraction, (3) multiplication, (4) division, (5) transposition, (6) slipped decimal and (7) copying errors. To qualify, each of these errors must be clearly evidenced by written work on the exam pages. Work written on scratch paper is not evaluated. Examples: (1) addition error: $5 + 1 = 7$; (2) subtraction error: $5 - 1 = 2$; (3) multiplication error: $5 \times 2 = 15$; (4) division error: $15 / 3 = 10$; (5) transposition error: 2,345 written by the student in one place on the exam is rewritten by the student somewhere else on the exam as 2,435; (6) slipped decimal error: 2,345 written by the student in one place on the exam is rewritten by the student somewhere else on the exam as 23,450; (7) copying error: 2,345 written by the student in one place on the exam is rewritten by the student somewhere else on the exam as 2,365. The first of these seven types of errors is penalized one point. The second such error is penalized 2 points. Additional errors of this type lose all grading points assigned to that answer. Often, graders do not catch these errors which is one reason we return exams to you for review. If you do find a grading error, please submit a regrade request as described below. Note that copying a number from the problem statement incorrectly or copying the wrong number from the problem statement does not constitute a copying error as defined in (7) above and is fully penalized.

When taking midterms or the final: (1) Calculator use is strongly encouraged. (2) Use of “cheat sheets,” cell-phones, iPods, PDAs, smart phones and any other device capable of communicating with the internet or someone else is prohibited. (3) Access to or use of any resource or communication in any way with any person other than a proctor, instructor, medical or security professional is not allowed. Students with prior certification from the Learning Center will receive the accommodations specified in the letter furnished by the Academic Resource Center.

To assure consistency and equity in grading, grading templates are used. Multiple choice questions are graded on a right-wrong basis. Incorrect answers to other questions that, according to the grading template, are eligible for partial credit will receive partial credit only if supporting computations are presented on exam pages clearly enough so that graders can see how you derived your answer. Work done on scratch paper is not evaluated by graders. Unanswered, ambiguously answered or illegibly answered responses receive no credit. Multiple answers to the same question or part of a question 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 Canvas. 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. Make and keep a copy of your test before submitting your grade appeal. 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, please follow-up to make sure your appeal is reviewed.

Except for verified medical or other emergencies, once you start an examination, that exam counts.

Makeup midterms: Students who had approved excuses¹ for missing a regularly-scheduled midterm, must take the makeup exam and they can earn a grade up to 100. (3) Students who did not take the regularly-scheduled midterm and do not have approved excuses must take the makeup exam and, whatever their score on the exam, their grade is capped at a 70.

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 prescaled, standardized exam is used. Because these exams are prescaled, 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 excuses. After grading, makeup exams may be reviewed in the professor's office but are not returned to the test taker because the same exams are used from semester to semester.

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 topical coverage or level of difficulty to 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 midterms. This gives you two shots at the exam material.

Accounting Labs

¹ Approved excuses include religious holidays as well as absences supported by appropriate documentation, e.g., note or email from the Dean or his/her authorized representative, other authorized university official or medical professional. University Health Services cannot provide medical excuses unless they have provided treatment.

For University-approved extra-curricular activities, verifiable documentation signed by an authorized university official is required. You should obtain a letter or class absence form from the sponsoring activity indicating the class(es) to be missed and the compelling reason for 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, oversleeping, etc. are not valid excuses.

Lab attendance is optional but many students have found it helpful. Labs give you additional opportunities to have questions answered, topics explained and get more one-on-one time and attention. Each TA running a lab or assisting in the lab has successfully completed the course and demonstrated special skill in explaining managerial accounting concepts and procedures. You may attend any (or all) labs irrespective of the section to which you are assigned.

Class Participation

You earn credit for class participation when you make a comment, or 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) * 3%. If you believe your participation was not properly credited, you must check with me the same day before we leave the classroom. No corrections are made to the class participation record thereafter.

Student Response System

Be sure to register and check that you have registered your clicker or reef account correctly for this course. It is also your responsibility (1) to give me your new clicker registration number if you change clickers during the semester; (2) to confirm each time you vote that your vote has been recorded (green light or check mark on your clicker); and (3) to give me a written qualifying excuse each time you miss a class in order to receive credit for any iclicker questions used during the class.

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 Canvas. 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 Canvas 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) * 3%.

Cautionary Notes About MyAccountingLab (MAL)

- 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.
- 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 iClicker 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 success in this course is effort. EFFORT → ACHIEVEMENT. Last semester, 65 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
7	24	28	6

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 on Canvas. 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 the other 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, if 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 must be submitted to your instructor at least 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>.

9. Policy on student observance of religious holidays

“Georgetown University promotes respect for all religions. Any student who is unable to attend classes or to participate in any examination, presentation, or assignment on a given day because of the observance of a major religious holiday or related travel shall be excused and provided with the opportunity to make up, without unreasonable burden, any work that has been missed for this reason and shall not in any other way be penalized for the absence or rescheduled work. Students will remain responsible for all assigned work. Students should notify professors in writing at the beginning of the semester of religious observances that conflict with their classes. The Office of the Provost, in consultation with Campus Ministry and the Registrar, will publish, before classes begin for a given term, a list of major religious holidays likely to affect Georgetown students. This list can be found on the Campus Ministry website, https://campusministry.georgetown.edu/religious_holy_days. The Provost and the Main Campus Executive Faculty encourage faculty to accommodate students whose bona fide religious observances in other ways impede normal participation in a course. Students who cannot be accommodated should discuss the matter with an advising dean.”

Homework Assignments

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

Chapter 1 – Introduction to Managerial Accounting

- Short Exercises: S1 – 2, S1 – 3

Chapter 2 – Building Blocks of Managerial Accounting

- Discussion questions: 3, 4, 9 and 10
- Exercises: E2 – 23A, E2 – 26A
- Problems: P2 – 43A, Extra Problem 01, Extra Problem 02, Extra Problem 03

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

- Discussion questions 3, 4, 5, 7 and 8
- Short exercises: S3 – 16
- Exercises: E3 – 24A, E3 – 25A, E3 – 28A
- Problems: P3 – 49A

Chapter 4a – Absorption Costing with Departmental Overhead Rates pps 175 – 184

- Discussion questions 1, 3 and 4
- Try It question 1 (Answer appears on page 244 of text.)
- Problem: Extra Problem 01

Chapter 4b – Activity-Based Costing, Lean Operation, and the Costs of Quality pps 184 - 212

- Discussion question 10
- Short exercises: S4 – 6 , S4 – 15
- Exercise: E4 – 23A
- Problem: Extra Problem 01

Chapter 6 – Cost Behavior

- Discussion questions 2, 4, 5, 6 and 7
- Short exercises: S6 – 17, S6 – 18
- Exercises: E6 – 25A, E6 – 26A, E06 – 27A
- Problems: P6 – 64A (Treat all the depreciation as part of GS&A expenses), P6 – 66A Submit your FIFO answers on MAL. Also solve the problem assuming the company uses LIFO periodic but do not submit those answers on MAL.

Chapter 7 – Cost-Volume-Profit Analysis

- Discussion question 6
- Exercises: E7 – 28A, E7 – 30A, E7 – 34A, E7 – 35A, E7 – 36A
- Problems: P7 – 61A, P7 – 63A (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
- Exercises: E8 – 16A, E8 – 19A, E8 – 21A, E8 – 23A, E8 – 26A, E8 – 28A, E8 – 31A

Chapter 9 – The Master Budget

- Discussion questions 1, 2, 3, 5, 7 and 8
- Problem: P9 – 57A For part (d), add the following: “ All direct materials are purchased on credit. Accounts Payable is used exclusively to record direct material purchases.” Here are some check figures: March total cash collections: \$94,100; March number of units to produce: 9,850; total cost of direct material purchases in March: \$39,220; cash payments in March for direct materials: \$37,996; March cash payment for manufacturing overhead: \$19,820; March cash payments for operating expenses: \$10,900; March ending cash balance: \$4,873; budgeted manufacturing cost per unit: \$6.12; March Gross Profit: \$105,148; March Operating Income: \$70,448; March net income: \$49,083.

Chapter 10a – Performance Evaluation pps 583 – 602; 609 - 615

- Discussion questions 1, 2, 3, 4, 5, 8, 9 and 10
- Exercises: E10 – 21A, E10 – 24A, E10 – 28A, Extra Problem 01, Extra Problem 02

Chapter 10b – Flexible Budgets pps 603 – 608

- Discussion question 6
- Exercise: E10 – 27A
- Problem: P10 – 43A

Chapter 11 – Standard Costs and Variances

- Discussion questions 1, 2 and 10. Modify question one by substituting the word “operations” for “accounting.”
- Exercises: E11 – 28A through E11 – 32A, P11 – 52A

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

- Discussion questions 1, 2, 6, 7, 8, 9 and 10
- Short exercise: S12 – 9
- Exercises: E12 – 19A, E12 – 23A, E12 – 25A, E12 – 31A

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

My Accounting Lab Due Dates			
	Chapter Readiness Quiz		Chapter Completion Quiz
		Homework	
Chapter 01		7/10/18 11:00 PM	7/10/18 11:00 PM
Chapter 02	7/10/18 3:00 PM	7/11/18 11:00 PM	7/11/18 11:00 PM
Chapter 03	7/11/18 3:00 PM	7/14/18 11:00 PM	7/14/18 11:00 PM
Chapter 4a	7/12/18 3:00 PM	7/14/18 11:00 PM	7/14/18 11:00 PM
Chapter 06	7/16/18 3:00 PM	7/16/18 11:00 PM	7/16/18 11:00 PM
Chapter 04b	7/18/18 3:00 PM	7/21/18 11:00 PM	7/21/18 11:00 PM
Chapter 07	7/23/18 3:00 PM	7/24/18 11:00 PM	7/24/18 11:00 PM
Chapter 08	7/24/18 3:00 PM	7/25/18 11:00 PM	7/25/18 11:00 PM
Chapter 10a	7/26/18 3:00 PM	7/28/18 11:00 PM	7/28/18 11:00 PM
Chapter 09	7/31/18 3:00 PM	7/31/18 11:00 PM	7/31/18 11:00 PM
Chapter 10b	8/01/18 3:00 PM	8/01/18 11:00 PM	8/01/18 11:00 PM
Chapter 11	8/02/18 3:00 PM	8/06/18 11:00 PM	8/06/18 11:00 PM
Chapter 12	8/07/18 3:00 PM	8/08/18 11:00 PM	