

 **VIRTUAL CAMPUS**

**SCHOOL OF BUSINESS**

**SYLLABUS**

1. Mission Statement: Wayland Baptist University exists to educate students in an academically challenging,

learning-focused and distinctively Christian environment for professional success and service to God and humankind.

2. Course: Name – **ACCT 3308** – {Section Number}, Managerial Accounting

3. Term: Winter 2017

4. Instructor: Ms. Augustine

5. Phone Number: 708-557-3693 WBU Email Address: charlotte.augustine@wayland.wbu.edu

6. Office Hours, Building, and Location: Virtual

7. Class Meeting Time and Location: Virtual

8. Catalog Description: Managerial accounting including, but not limited to, activity-based costing, costs for decision-making, budgeting, controlling, product costing, inventory management tools, quality costs, and cost-volume-profit analysis. Credit not awarded toward degree for both ACCT 2306 and ACCT 3308.

9. Prerequisites: ACCT 3307

10. Required Textbook and Resources:

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| --- | --- | --- | --- | --- | --- | --- |
| **BOOK** | **AUTHOR** | **ED** | **YEAR** | **PUBLISHER** | **ISBN#** | **UPDATED** |
| Financial and Managerial Accounting | Warren/Reeve/Duchac | 13th | 2016 | Cengage Learning\*\* Bundle \*\*  | 9781-30551-6717 | 4/9/15 |

 **CHAPTERS: 12, 13, 14, 16 – 19, 21, 23 -26**

11. Optional Materials:

12. Course Outcome Competencies: Describe the differences between managerial and financial accounting.

* Evaluate the organizational role of management accountants.
* Define and illustrate materials, factory labor, and factory overhead costs.
* Describe accounting systems used by manufacturing businesses.
* Describe and prepare summary journal entries for a job order cost accounting system.
* Distinguish between job order costing and process costing systems.
* Explain and illustrate the physical flows and cost flows for a process manufacturer.
* Calculate and interpret the accounting for completed and partially completed units under the FIFO method.
* Prepare a cost of production report.
* Prepare journal entries for transactions of a process manufacturer.
* Use cost of production reports for decision making.
* Contrast just-in-time processing with conventional manufacturing practices.
* Classify costs by their behavior as variable costs, fixed costs, or mixed costs.
* Compute the contribution margin, the contribution margin ratio, and the unit contribution to achieve a target profit.
* Using the unit contribution margin, determine the break-even point and the volume necessary to achieve a target profit.
* Using a cost-volume-profit chart and a profit-volume chart, determine the break-even point and the volume necessary to achieve a target profit.

13. Attendance Requirements: You are required to be present in the discussion boards weekly, to submit assignments and take exams timely. Any student missing 25% of course work will earn an F based on the statements in the current student catalog.

14. Statement on Plagiarism and Academic Dishonesty: Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

15. Disability Statement: “In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291- 3765. Documentation of a disability must accompany any request for accommodations.”

16. Course Requirements and Grading Criteria:

**GRADING:**

Exams (3) 50%

 Homework (done through Aplia) 40%

Discussion Forums/Participation 10%

######  Total 100%

Note: Course grades will be based on Wayland Baptist University policy:

 A = 90-100%

 B = 80- 89%

 C = 70- 79%

 D = 60- 69%

 F = below 60%

Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Executive Vice President/Provost to the Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.

17. Tentative Schedule: (Calendar, Topics, Assignments): Will be presented in Aplia

18. Additional information as desired by the faculty member.

***REQUIRED ABOVE ALL ELSE: Please stay in contact with me throughout the term!***

***All correspondence with the professor must include student’s name, course title and section.***

*Format:* This is an online course and you are expected to have access to the Internet and possess adequate computer competencies to email assignments as attachments and download and upload files. This course requires homework and discussions on a weekly basis. The course is not designed as a self paced course.

Announcements will be posted on the site FREQUENTLY and *you* ***are responsible for reading and adhering to all information in the announcements.***

The professor will initiate a discussion board and students are encouraged to exchange ideas through the discussion board. Remember, all work submitted must be your own. ***Participation in the discussion board will be the basis for your class participation grade*** and takes the place of live discussion in a classroom setting. The purpose is to exchange ideas among students. All questions regarding the course, homework or reading assignments or other related course questions are to be posted in the discussion board so that all students have an opportunity to read them and comment. The course is **not** designed as a one-on-one course with the professor and, as in a classroom; sometimes many students have the same question. ***Posting a question to the discussion board will help all of us get through the course easier.*** Please note that the discussion board is for discussion of the current section and you are expected to participate. **Participation does not mean going back to prior discussions and posting comments. It will be too late to do that after we have moved on from a section.** Participation requires that your post ***add something of value to the discussion*** and should be more than a mere “I agree” or “good post”.

*Assignments:* Assigned chapters are to be read and assignments completed ideally by 11:59 PM Central Time, Saturday. The course is designed to run from Monday morning to midnight the following Saturday. Please communicate with me, or I will communicate with you, regarding any deviations. **Late assignments may be penalized.**

*Examinations:* There will be three exams. Dates and other exam related information will be posted in Aplia as the course progresses.

**COURSE CONDUCT:**

1. No make-up exams except for documented emergencies!
2. Late assignments may be penalized.
3. Any exams or assignments that appear to be the same as that of any other student will result in a grade of zero for both students. Independent work on assignments is critical if the student is to understand the concepts and applications presented in this course.

**ACADEMIC HONESTY:**

University students are expected to conduct themselves according to the highest standards of academic honesty. Academic misconduct for which a student is subject to penalty includes all forms of cheating, such as illicit possession of examinations or examination materials, forgery, or plagiarism. (Plagiarism is the presentation of the work of another as one’s own work.) See the current catalog for sanctions.

***Keep in mind that the syllabus—and total number of grade points—is subject to change and that it is the student’s responsibility to note changes that are announced on the site.***

**Deadlines:** Odd things happen in cyberspace (e.g., emails get lost, servers disconnect temporarily, logins are impossible). Please don't wait until the last moment to get things done. Allow time to meet deadlines. You are responsible for getting the work to me on time. You must contact me in advance to arrange for an extension.

**There is no makeup of missed Discussion Board work.**