

ACG 2071 Syllabus

Introduction to Managerial Accounting



Harry Hooper

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Office Hours:

Tuesdays: 9 am to 12:30 pm A-031L NW Campus (352) 395 5399

3:15 pm to 6:00 pm

Wednesdays: 4:15 pm to 5:30 pm By phone (352) 395 5399

or (774) 277 9828

Thursdays: 9:00 am to 11:30 am A-031L NW Campus (352) 395 5399

Important Information: This is a college level business course. The objective is to help students develop ideas on how managers might use accounting-related information to support business decision-making. If your only reason for taking the class is that it is a requirement for your chosen major and you are not really interested in learning about the subject, I suggest you switch to another section. On the other hand, if you seek a better understanding of this subject, I welcome you. Active participation in the class and contributions to our discussions and case studies should satisfy both your desire to learn and your grade requirements.

Description: Designed for non-accounting majors, this course focuses on how managers use accounting information and other measuring techniques for decision-making. Students will study product, service, customer and activity-based costing, how to analyze costs for budgeting and pricing decisions, how to evaluate performance using financial and non-financial measures, and will practice making a variety of short-term and long-term managerial decisions.

Prerequisites: ACG2011 OR ACG2021 with a grade of 'C' or better. Students may not take this course at the same time as those courses. Students are responsible for complying with the course prerequisites.

Text:

Managerial Accounting in Your World



Harry Hooper

A text will be provided by your instructor. It will be accessible online through Canvas and full information about how to access it will be given by your instructor at the first class of the semester. If you wish to print the text (approximately 250 pages,) remember the SF College computer labs require you to pay to print. The cost of printing the text using your own printer or at a print shop is considerably less than the cost of purchasing most textbooks. Additional chapters will be made available throughout the semester. (The material is always a “work in process” and editing is ongoing, so the complete text is not available at the beginning of the semester.)

If you feel a need for additional practice exercises or reading material, ask me for advice.

Other Materials:

- Computer with modem, e-mail account, and Internet access. (If you do not own a computer, you may use the college lab. All students can obtain an e-mail account from the college.)
- A simple four-function calculator. It’s an accounting class. I would expect to see a calculator on the desk in front of you during the class so you can readily respond to questions.

Course Schedule:

Introduction to Managerial Accounting

ACG2071

Tentative Course Schedule Changes will be announced in class		
Week	Chapter	Topic and Assignments
1	1	Class Organization & Introduction to Managerial Accounting
2	2	Budgeting for Operations
3	2	Budgeting
4	10	Flexible Budgeting

5	3	Understanding Costs
6	4	Analyzing Cost and Profit
7	4	Predicting Costs
8	in progress	Activity Based Management
9	6	Relevant information for Decision Making
10	7	Pricing Decisions
11	8	Management Control Systems
12	9	Performance Measurement and Motivation
13	11	The Time Value of Money,
14	12	Financial Statements, Quality Measurement, Real World Complexities, and Course Conclusions

e-mails: Please use the Canvas email system to communicate with me. Although I will be pleased to expand upon or clarify matters that you did not understand during the class sessions in my office hours or by e-mail, if you miss a class without a valid excuse, **do not ask for announcements or class topics to be repeated in my office or by e-mail.** Notes from missed classes should be obtained from other students who attended.

Reading: You will be expected to have read the relevant chapter from the text BEFORE it is discussed in class. See the schedule above. Each chapter contains a number of “Points to Ponder” - issues raised in the text that merit further consideration. **Participation points, up to 15% of your final grade, will be based on your contribution to classroom discussion of these and other issues and case studies.** You may be called upon for your opinion, so come prepared.

Class Participation: Please recognize that **PARTICIPATION** and **ATTENDANCE** are not the same thing, although, if you don’t attend regularly, you are clearly not participating. Full participation points will only be awarded to students who do not miss class **and** who participate constructively in class discussions. Questions and relevant anecdotes are encouraged. If you don’t understand something, don’t wait for someone else to ask. They may be waiting for you.

Americans with Disabilities Act (ADA)

If you are a student with a disability: In compliance with Santa Fe College policy and equal access laws, I am available to discuss appropriate academic accommodations that you may require as a student with a disability. Requests for academic accommodations need to be made during the first week of the semester (except for unusual circumstances) so arrangements can be made. You must be registered with Disabilities Resource Center (DRC) in S-229 for disability verification and determination of reasonable academic accommodations. For more information, see http://www.sfcollege.edu/student/drc/index.php?section=faculty_resources/rights_responsibilities

Discrimination/Harassment Policy

SF prohibits any form of discrimination or sexual harassment among students, faculty and staff. For further information, refer to College Rule 2.8 at http://www.sfcollege.edu/Assets/sf/rules/pdfs/Rule_2/2_8.pdf

Student Rights & Responsibilities

The purpose of this document is to provide students with a general overview of both their rights and responsibilities as members of the Santa Fe College community. For a complete list of students' rights and responsibilities go to http://www.sfcollege.edu/studentaffairs/index.php?section=policies/student_rights
Academic progress is covered in the following:
rule: http://www.sfcollege.edu/Assets/sf/rules/pdfs/Rule_7/7_9.pdf

Attendance: Although attendance is not monitored at each class, experience has shown that those who do not attend the class (in a participative, receptive, inquisitive mental state) invariably fail or receive a very low grade. If you consistently miss classes during the semester without an acceptable, independently documented and verifiable excuse, you may be administratively dropped from the class at your instructor's discretion. Note, also, that 15% of your final grade will be based on regular, constructive contributions to class discussions. Absences will certainly reduce your participation score.

Moreover, your instructor will not repeat, by telephone, email, or in class, announcements or material that you may have missed because you chose not to attend.

Acceptable excuses for absence from class sessions or examinations may include illness (physician's letter required) of the student, or an immediate family member (spouse, parent, or child,) jury duty, or a call to arms. Unacceptable excuses will include, but not be limited to, prior or last-minute personal plans, fatigue and oversleeping, excessive consumption, defective transportation, incarceration, other studies, problems with friends or distant relatives, sick pets, etc.

Homework Assignments: A number of sample problems are provided for each chapter in the text. Unless you are specifically notified in class, these will not be collected, but solutions will be provided after you have had an opportunity to attempt them. Please understand that, if you are unable to understand and solve these problems, you will most certainly not be able to do the problems on the exams.

Examinations: If you miss an examination without an acceptable (see above,) independently documented, and verifiable excuse, you will receive zero points on that exam.

If you feel exams have been graded inappropriately, just write a short memo within one week of the return date explaining the problem and your proposed resolution. I will reconsider the grading. I will only discuss it with you AFTER receipt of your memo. If you ask me to reconsider your grade without writing a memo, I will simply refer you to this paragraph in the syllabus.

Grading: Grades will be based on participation, a term project, and mid-term and final exams. If you have a question regarding graded material, assignments or exams, please provide a written submission within one week of the return date, describing the issue and your proposed resolution.

Grading scale: The following scale, published by the college, indicates the minimum total score to earn the corresponding letter grade. Since the course and exam content varies each semester, a curve may be applied to the total score for the class.

A	90 and above	Superior Achievement
B+	85 - 89	Good Achievement
B	80 - 84	
C+	75 - 79	Satisfactory Achievement
C	70 - 74	
D+	65 - 69	Minimum Achievement
D	60 - 64	
F	Below 59	Failure

You should set your goals early in the semester so that you are able to achieve your desired grade. **Please do not ask your instructor to change your grade, as you may feel offended by the refusal.** An Incomplete grade will only be awarded when an extraordinary event prevents a student from taking the Final exam, after they have completed the rest of the course. Students wishing to withdraw from the class must do so by the published drop date. The department's policy does not permit the instructor to withdraw students after the drop date but the College allows students to petition for a late withdrawal, which may be granted at the discretion of the college petitions committee.

Letter grades for the course will be assigned on the following basis:

Written, Proctored Examinations (2 mid-terms and a final)	50%
Homework	15%
Participation	15%
Class Project	<u>20%</u>
TOTAL	<u>100%</u>

There will be three written examinations during the semester. Your final score for the exams will be calculated by averaging your two highest exam scores, i.e. you may drop your lowest exam score.

Fun: Learning should be a pleasure. This class presents an opportunity to learn from your instructor and other class members' ideas and approaches that will help you in your career. If you're not enjoying the class, please let me know.

Financial Aid

If you receive financial aid, it is your responsibility to know the financial aid rules and rule changes and how they affect you. If you have any questions concerning your financial aid, please consult with the Financial Aid Office. Financial Aid attendance status will be confirmed after you have logged into the Canvas account for this class at the beginning of the semester.

Dishonesty

By taking the course, students confirm that they have read, understand, and agree to the Student Conduct Code of Santa Fe College as published in the Student Rules Manual http://www.sfcollege.edu/Assets/sf/rules/pdfs/Rule_7/7_23.pdf Any appearance of academic dishonesty will not be tolerated. The consequences will be severe, including, but not limited to, a failing grade in the course or expulsion from the Florida College and University System.

Importance of this Syllabus

All students are covered by the terms of this Syllabus and you are expected to have read and understood it. It provides for equitable treatment of all participants in the course. If there is anything here you don't understand, please ask me about it within one week of the beginning of the semester. Any communication from students requesting alternative dispensations will receive a copy of this paragraph and a copy of any relevant paragraph from this Syllabus in response.