



The University of Southern Queensland

Course Specification

Description: Management Accounting I

| Subject | Cat-Nbr | Class | Term | Mode | Units | Campus |
|---------|---------|-------|---------|------|-------|--------|
| ACC | 2113 | 28049 | 3, 2003 | EXT | 1.00 | TWMBA |

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|------------------------|--------|
| Academic Group: | FOBUS |
| Academic Org: | FOB008 |
| HECS Band: | 2 |
| ASCED Code: | 080101 |

STAFFING

Examiner: Erle Stower
Moderator: Suzy Byrne

PRE-REQUISITES

Pre-requisite: ACC1101

SYNOPSIS

This course focuses on the provision and use of information in decision making. The course encourages an understanding of the management accounting function within an organisation by taking a business value chain perspective. The process of budgeting (operational and financial) and performance measurement as an aid to management in planning and controlling business activities is reviewed. Also included is a study of the principles of Job and Process Costing systems, the application of activity based costing, the analysis of cost behaviour, as well as other facets of accounting which support management decision making.

OBJECTIVES

On completion of this course students will be able to:

- understand the role of management accounting in the management process;
- analyse cost behaviour, and cost-volume-profit relationships;
- understand the issues and techniques associated with cost allocation generally and activity based costing principles and techniques in particular;
- accumulate costs for (and determine the costs of) products/services in job and process cost environments;
- prepare operating and financial budgets and appreciate behavioural factors associated with budgeting;
- guide the development of standard costs and compute variances for management control reports;

- understand variable and absorption costing principles, and prepare income statements in accordance with those principles; and
- determine and analyse relevant information for management decision making.

TOPICS

| Description | Weighting (%) |
|--|---------------|
| 1. The management accounting environment and cost terminology | 5.00 |
| 2. Cost behaviour and estimation, and cost-volume-profit analysis; | 9.00 |
| 3. Job costing | 9.00 |
| 4. Activity based costing | 9.00 |
| 5. Cost allocation issues and techniques | 8.00 |
| 6. Process costing | 9.00 |
| 7. Master budget and responsibility accounting: Part 1 | 8.00 |
| 8. Master budget and responsibility accounting: Part 2 | 9.00 |
| 9. Flexible budgets, variances and management control: Part 1 | 9.00 |
| 10. Flexible budgets, variances and management control: Part 2 | 8.00 |
| 11. Variable and absorption costing | 9.00 |
| 12. Relevant information for decision making | 8.00 |

TEXT and MATERIALS required to be PURCHASED or ACCESSED:

Books can be ordered by fax or telephone. For costs and further details use the 'Book Search' facility at <http://bookshop.usq.edu.au> by entering the author or title of the text.

NB Computer Hardware/Software requirements are set out in the Introductory Book.

Horngren, CT, Foster, G & Datar, SM 2003, *Cost accounting: a managerial emphasis*, Prentice Hall, Upper Saddle River, New Jersey.

(International 11th edition)

REFERENCE MATERIALS

Reference materials are materials that, if accessed by students, may improve their knowledge and understanding of the material in the course and enrich their learning experience.

Barfield, JT, Raiborn, CA & Kinney, MR 2002, *Cost accounting: traditions and innovations*, 5th edition, Thomson/South Western, Mason, Ohio.

Hansen, DR & Mowen, MM 2003, *Management accounting*, 6th edition, South Western/Thomson Learning, Australia/United States.

Horngren, CT, Foster, G, Datar, SM, Black, T & Gray, P 1996, *Cost accounting in Australia - a managerial emphasis*, 8th edition, Prentice Hall, Sydney.

Langfield-Smith, K, Thorne, H & Hilton, RW 1998, *Management accounting: an Australian perspective*, 2nd edition, McGraw Hill, Sydney.

STUDENT WORKLOAD REQUIREMENTS

| ACTIVITY | HOURS |
|----------------|-------|
| Assessment | 40 |
| Directed Study | 56 |
| Private Study | 69 |

ASSESSMENT DETAILS

| Description | Marks Out of | Wtg(%) | Required | Due Date |
|--------------------|--------------|--------|----------|-----------------------|
| CMA TEST 1 | 100.00 | 0.00 | N | 08 Dec 2003 |
| CMA TEST 2 | 100.00 | 0.00 | N | 05 Jan 2004 |
| ASSIGNMENT | 15.00 | 15.00 | Y | 12 Jan 2004 |
| CMA TEST 3 | 100.00 | 0.00 | N | 30 Jan 2004 |
| 3 HOUR EXAMINATION | 100.00 | 85.00 | Y | END S3 (see note) |

NOTES:

The examination is scheduled to be held in the end-of-semester examination period. Students will be advised of the official examination date after the timetable has been finalised.

IMPORTANT ASSESSMENT INFORMATION

1 Attendance requirements:

If you are an International student in Australia it is a requirement of your student visa that you attend all classes at your campus. For all other students, there are no attendance requirements for this course. However, it is the students' responsibility to study all material provided to them or required to be accessed by them to maximise their chance of meeting the objectives of the course and to be informed of course-related activities and administration.

2 Requirements for students to complete each assessment item satisfactorily:

To complete the examination satisfactorily, students must obtain at least 50% of the marks available for the examination.

3 Penalties for late submission of required work:

If students submit assignments after the due date without prior approval then a penalty of 20% of the total marks gained by the student for the assignment will apply for each working day late.

4 Requirements for student to be awarded a passing grade in the course:

To be assured of a passing grade, students must demonstrate, via the summative assessment items, that they have achieved the required minimum standards in

relation to the objectives of the course by: (i) satisfactorily completing the examination; and (ii) obtaining at least 50% of the total weighted marks available for all summative assessment items.

- 5 Method used to combine assessment results to attain final grade:
The final grades for students will be assigned on the basis of the weighted aggregate of the marks obtained for each of the summative assessment items in the course.
- 6 Examination information:
This is a restricted examination. Candidates are allowed access to specific materials during the examination. The only materials that candidates may use in the restricted examination for this course are: writing materials (non-electronic and free from material which could give the student an unfair advantage in the examination); calculators which cannot hold textual information (students must indicate on their examination paper the make and model of any calculator(s) they use during the examination). Students are not permitted to take mobile telephones, pagers or other electronic means of communication into the examination room.
- 7 Examination period when Deferred/Supplementary examinations will be held:
Any Deferred or Supplementary examinations for this course will be held during the next examination period.
- 8 University Regulations:
Students should read USQ Regulations 5.1 Definitions, 5.6 Assessment, and 5.10 Academic Misconduct for further information and to avoid actions which might contravene University Regulations. These regulations can be found at the URL: <http://www.usq.edu.au/SECARIAT/calendar/Part5/> or in the printed version of the current USQ Handbook. Students should also read The Guide to Policies and Procedures of the Faculty which can be found at the URL: <http://www.usq.edu.au/handbook/2003/title663.html> or in the printed version of the current USQ Handbook.

ASSESSMENT NOTES

- 1 Assignments: (i) The due date for an assignment is the date by which a student must despatch the assignment to the USQ. The onus is on the student to provide proof of the despatch date, if requested by the Examiner. (ii) Students must retain a copy of each item submitted for assessment. This must be produced within five days if required by the Examiner. (iii) The Examiner may grant an extension of the due date of an assignment in extenuating circumstances. If students submit assignments after the due date and wish to claim extenuating circumstances then they shall provide validated documentary evidence with the assignment, explaining the circumstances. The Examiner shall consider the statement accompanying a late assignment and decide on the outcome. (iv) The Examiner will normally only accept assessments that have been written, typed or printed on paper-based media. (v) The Examiner will not accept submission of assignments by facsimile. (vi) Students who do not have regular access to postal services or who are otherwise disadvantaged by these regulations may be given special consideration. They should contact the Examiner of the course to negotiate such special arrangements. (vii) In the event that a due date for an assignment falls on a local public holiday in their area, such as a Show holiday, the due date for the assignment will be the next day. Students are to note on the assignment cover the date of the public holiday for the

Examiner's convenience. (viii) Assignments are to be submitted in the appropriate assignment folders.

- 2 Course Weightings: Course weightings of topics should not be interpreted as applying to the number of marks allocated to questions testing those topics in an examination paper. The examination may test material already tested in assignments.
- 3 Deferred Work: Students who, for medical, family/personal, or employment-related reasons, are unable to complete an assignment or to sit for an examination at the scheduled time may apply to defer an assessment in a course. Such a request must be accompanied by appropriate supporting documentation. One of the following temporary grades may be awarded: IDS (Incomplete - Deferred Examination); IDM (Incomplete Deferred Make-up); IDB (Incomplete - Both Deferred Examination and Deferred Make-up).

OTHER REQUIREMENTS

- 1 Computer/Software requirements are outlined in the introductory book for external students or will be outlined in the initial lecture for on-campus students.
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