



The University of Southern Queensland

Course specification

This version produced 20 Dec 2007.

The current and official versions of the course specifications are available on the web at
<<http://www.usq.edu.au/coursespecification/current>>.

Please consult the web for updates that may occur during the year.

Description: Cost and Management Accounting						
Subject	Cat-nbr	Class	Term	Mode	Units	Campus
ACC	5213	66151	2, 2007	EXT	1.00	Toowoomba

Academic group:	FOBUS
Academic org:	FOB008
Student contribution band:	2
ASCED code:	080101

STAFFING

Examiner: Claire Beattie

Moderator: Suzy Byrne

REQUISITES

Pre-requisite: ACC5202

OTHER REQUISITES

Students are required to have access to a personal computer, e-mail capabilities and Internet access to USQConnect. Current details of computer requirements can be found at <http://www.usq.edu.au/business/aboutfob.htm>

SYNOPSIS

This course focuses on the provision and use of management accounting information for planning, control and 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 standards as an aid to management in planning and controlling business activities is explored. Also included is an analysis of cost behaviour, absorption and variable costing, a study of the principles of job and process costing systems, the application of activity based costing, as well as other facets of management accounting which support decision making.

OBJECTIVES

The course objectives define the student learning outcomes for a course. On successful completion of this course, students should be able to:

1. understand the role of management accounting in the management process
2. analyse cost behaviour, and cost-volume-profit relationships
3. understand the issues and techniques associated with cost allocation generally and activity based costing principles and techniques in particular

4. accumulate costs for (and determine the costs of) products/services in job and process cost environment
5. prepare operating and financial budgets and appreciate behavioural factors associated with budgeting
6. guide the development of standard costs and compute variances for management control reports
7. understand variable and absorption costing principles, and prepare income statements in accordance with those principles
8. 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

ALL textbooks and materials are available for purchase from USQ BOOKSHOP (unless otherwise stated). Orders may be placed via secure internet, free fax 1800642453, phone 07 46312742 (within Australia), or mail. Overseas students should fax +61 7 46311743, or phone +61 7 46312742. For costs, further details, and internet ordering, use the 'Textbook Search' facility at <http://bookshop.usq.edu.au> click 'Semester', then enter your 'Course Code' (no spaces).

NB Computer Hardware/Software requirements are set out in the Resources Section.

Horngren, CT, Foster, G & Datar, SM 2006, *Cost accounting: a managerial emphasis*, 12th edn, Prentice Hall, Upper Saddle River, New Jersey.

(international edn)

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 edn, Thomson/South-Western, Mason, Ohio.

Hansen, DR & Mowen, MM 2005, *Management accounting*, 7th edn, Thomson/South-Western, Mason, Ohio.

Langfield-Smith, K, Thorne, H & Hilton, RW 2003, *Management accounting: an Australian perspective*, 3rd edn, McGraw Hill, Sydney, New South Wales.

STUDENT WORKLOAD REQUIREMENTS

ACTIVITY	HOURS
Assessment	40.00
Directed Study	56.00
Private Study	69.00

ASSESSMENT DETAILS

Description	Marks out of	Wtg(%)	Due date
CMA TEST 1	20.00	10.00	24 Aug 2007 (see note 1)
CMA TEST 2	20.00	10.00	14 Sep 2007 (see note 2)
MID-SEMESTER TEST	100.00	20.00	10 Oct 2007 (see note 3)
CMA TEST 3	20.00	10.00	26 Oct 2007 (see note 4)
2 HOUR EXAMINATION	100.00	70.00	END S2 (see note 5)

NOTES

1. CMA test 1 assesses Objectives 1 - 4. ALL students complete CMA test 1.
2. CMA test 2 assesses Objectives 1 - 5. Sydney Education Centre students are not required to complete CMA test 2. All OTHER students are required to complete CMA test 2.
3. The mid-semester test assesses Objectives 1 - 5. Sydney Education Centre students ONLY are to complete the mid-semester test. The mid-semester test will be held at Sydney Education Centre at a time to be advised. For further details refer to Important Assessment Information 6.
4. CMA test 3 assesses Objectives 1 - 8. Sydney Education Centre students are not required to complete CMA test 3. All OTHER students are required to complete CMA test 3.
5. The examination assesses Objectives 1 - 8. 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, you are advised to 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 satisfactorily complete an individual assessment item a student must achieve at least 50% of the marks. (Depending upon the requirements in Statement 4 below, students may not have to satisfactorily complete each assessment item to receive a passing grade in this course.)
- 3 Penalties for late submission of required work:

If students submit assignments after the due date without prior approval of the examiner, then a penalty of 5% of the total marks gained by the student for the assignment may apply for each working day late up to ten working days at which time a mark of zero may be recorded.
- 4 Requirements for student to be awarded a passing grade in the course:

To be assured of receiving a passing grade a student must achieve at least 50% of the total weighted marks available for the course.
- 5 Method used to combine assessment results to attain final grade:

The final grades for students will be assigned on the basis of the aggregate of the weighted marks obtained for each of the summative assessment items in the course.
- 6 Examination information:

The mid-semester test (Sydney Education Centre students ONLY) and examination will be restricted. Candidates are allowed access to specific materials during the mid-semester test/examination. The only materials that candidates may use in the mid-semester test/examination for this course are: writing materials (non-electronic and free from material which could give the student an unfair advantage in the mid-semester test/examination); calculators which cannot hold textual information (students must indicate on their mid-semester test/examination paper the make and model of any calculator(s) they use during the mid-semester test/examination); one copy of the text book; and any unbound materials including course study materials.
- 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 Student Academic Misconduct for further information and to avoid actions which might contravene university regulations. These regulations can be found at <http://www.usq.edu.au/corporateservices/calendar/part5.htm>. Students should also read the Faculty of Business Policies and Procedures which can be found at <http://www.usq.edu.au/business/aboutfob.htm>.

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

- assignment submitted for assessment. This must be produced within 24 hours if required by the examiner. (iii) In accordance with university policy, the examiner may grant an extension of the due date of an assignment in extenuating circumstances. (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 Learning resources: Prescribed texts and materials (see above); recommended reference materials (see above); printed Introductory Book and Study Book/s; and course Website accessible via USQConnect.
 - 2 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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