

McLennan C O M M U N I T Y C O L L E G E

WACO, TEXAS

COURSE SYLLABUS AND INSTRUCTOR PLAN

Principles of Managerial Accounting

Acct 2302_01

Scott M. Bryant, CPA

NOTE: This is a 16-week course.

COVID 19 Notice:

McLennan Community College is committed to providing you with every resource you need to reach your academic goals including your safety. We will continue to monitor the evolving situation with COVID 19 and adjust our safety guidelines to make sure we offer a safe environment for you and our faculty. Please make sure to consult your faculty and the MCC website at <https://www.mclennan.edu/crisis-management/coronavirus-updates/index.html> on any changes to these guidelines.

Course Description:

This course is an introduction to the fundamental concepts of managerial accounting appropriate for all organizations. Students will study information from the entity's accounting system relevant to decisions made by internal managers, as distinguished from information relevant to users who are external to the company. Topics covered include product costing, cost behavior, operational and capital budgeting, cost control, management decision making, and performance evaluation. Semester Hours 3 (3 lecture).

Prerequisites and/or Corequisites: Acct 2301

Course Notes and Instructor Recommendations:

1. Your course materials are included with your tuition. You should have access to an electronic textbook and Pearson MyLab. There are links to Pearson MyLab under Content in Brightspace.
2. Use the outlines as a guidance on what to study. We won't cover every topic in every chapter.
3. Read your text. I can't over-emphasize the value of reading the textbook. It often takes several exposures of this material before it really makes sense. Accounting is a subject that truly needs to be understood, not memorized.
4. Do the practice versions of the homework assignments in MyLab. The practice versions will say "Practice Version" in the assignment title. You can do the practice version as many times as you want, and it will not affect your homework grade. Graded assignments are listed first in MyLab and the practice versions are listed at the bottom.
5. Make sure you complete the assignments that are for a grade and don't wait until the last minute.
6. Contact me if you need clarification about anything.
7. When sending out class messages I will be using MCC's email system. Be sure to regularly check your MCC email account.

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Instructor Information:

Instructor Name:	Scott Bryant
MCC Email:	sbryant@mclennan.edu
Office Phone Number:	254.299.8510
Office Location:	BTB 212 (Business Technology Building)
Office/Teacher Conference Hours:	Mon 2:00-4:00; Tue 1:00-3:00; Wed 2:00-4:00; Th 1:00-2:00

- During these designated times I will be physically in my office. Feel free to stop by in person or call. If you need to zoom, let me know via call or email and we can start a zoom meeting.
- I will do my best to schedule an appointment with you if my normal office hours don't work with your schedule. Don't be afraid to ask! These are just designated times that I am definitely available. I will be available other times throughout the week as well.
- Emails are returned within 24 hours of receipt except when received over the weekend or during holidays. Those emails will be returned the first business day the college is opened.
- I do have face-to-face classes each morning, therefore I return emails and phone calls in the afternoon.

Required Text & Materials:

Title:	Managerial Accounting
Author:	Bruan/Tietz
Edition:	5 th edition
Publisher:	Pearson

Your book and access code for this class are included with the cost of tuition.

MCC Bookstore Website: <http://www.mclennan.edu/bookstore/>

Student Support/Resources:

MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at <http://www.mclennan.edu/campus-resource-guide/>

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources, we encourage you to contact a success coach by calling (254) 299-8226. Students can visit the Completion Center Monday-Friday from 8:00 a.m.-5:00 p.m. to meet with a success coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) is open 12:00 p.m.-1:00 p.m., Monday-Friday, without an appointment. The Completion Center and pantry are located on the Second Floor of the Student Services Center (SSC).

MCC Foundation Emergency Grant Fund:

Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to <https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html> to find out more about the emergency grant. The application can be found [here](#) (https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf).

Minimum Technical Skills:

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

Backup Plan for Technology:

In the event MCC's technology systems are down, you will be contacted/notified through your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

*** Click Here for the Minimum System Requirements to Utilize MCC's D2L | Brightspace**

(<https://www.mclennan.edu/center-for-teaching-and-learning/Faculty%20and%20Staff%20Commons/requirements.html>)

Click on the link above for information on the minimum system requirements needed to reliably access your courses in MCC's D2L | Brightspace learning management system.

Email Policy:

McLennan Community College would like to remind you of the policy (<http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>) regarding college email. All students, faculty, and staff are encouraged to use their McLennan email addresses when conducting college business.

A student's McLennan email address is the preferred email address that college employees should use for official college information or business. Students are expected to read and, if needed, respond in a timely manner to college emails.

Instructional Uses of Email:

I will primarily communicate with you via your MCC email.

Email on Mobile Devices:

The College recommends that you set up your mobile device to receive McLennan emails.

Forwarding Emails:

You may forward the emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may become lost or placed in junk or spam filters.

Methods of Teaching and Learning:

- Class lecture and student participation through note taking
- Reading the textbook
- Online assignments completed through MyLab
- Quizzes over chapter material and assignments
- Comprehensive final exam

Course Objectives and/or Competencies:

- Identify the major differences and similarities between financial and managerial accounting.
- Identify and assign product costs in a manufacturing environment.
- Identify and analyze different cost behaviors.
- Understand and apply cost-volume-profit analysis.
- Understand and apply Job-Order costing and Process costing.
- Learn to prepare and make decisions with a contribution margin income statement.
- Understand and apply the principles of absorption and variable costing.
- Learn the basics of an Activity-Based Costing system.
- Learn the basics of preparing and using budgets (Profit planning).
- Learn the basics of standard costing, flexible budgeting and variance analysis.
- Learn tools and techniques for evaluating the performance of segments of a business.

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- Identify relevant and irrelevant costs and make various business decisions concerning these costs.
- Learn basics of capital investment decision-making and analysis.
- Use the Statement of Cash Flows and financial statement analysis to evaluate the performance of a business.

Course Outline or Schedule:

Week 1:	Intro & Chapters 14
Week 2:	MLK Holiday & Chapters 14 & 13
Week 3:	Ch 13; Quiz 1
Week 4:	Ch 1 & 2
Week 5:	Ch 2 & 3
Week 6:	Ch 3 ; Quiz 2
Week 7:	Ch 6; Quiz 3
Week 8:	Ch 6; Review
Week 9:	Spring Break
Week 10:	Ch 7
Week 11:	Ch 8; Quiz 4
Week 12:	Ch 9
Week 13:	Ch 9 & 10; Quiz 5
Week 14:	Ch 10 & 4
Week 15:	Ch 12
Week 16:	Ch 12 & Review
Week 17:	Final Exam

There is a separate detailed schedule posted in Brightspace. I suggest printing or at least downloading the detailed schedule so that you can look at it regularly. The detailed schedule is meant to easily let you see what you need to do each day/week while letting you also see an overview of the class all at once.

Course Grading Information:

Grades will be based on the following system:

Homework	40 %
Quizzes (equally weighted)	40 %
Final Exam	20%
Total	<u>100 %</u>

90 – 100 % = A

80 - 89 % = B

70 - 79 % = C

60 - 69 % = D

0 - 59 % = F

Homework

Homework assignments will be completed in Pearson MyLab. Do not put off working these assignments in MyLab until the last minute. Things don't always work right when using computers and the Internet. Expect things to potentially go wrong and plan ahead. I will drop your 4 lowest homework grades. There are practice versions of the homework posted in MyLab that you can do as many times as you want without affecting your grade. The "graded versions" of the homework are all listed first and the "practice versions" are listed down below.

Quizzes

Each quiz may consist of multiple-choice questions and/or workout problems. There will be 5 quizzes and each quiz will cover 2 chapters. Please see the detailed schedule for a list of chapters covered on each quiz. We will likely take some quizzes in class and some outside of class.

Final Exam

There will be a comprehensive final exam at the end of the class.

Late Work, Attendance, and Make Up Work Policies:

Homework and Quizzes will have a late penalty of 10 points per day if not completed by the due date and time. The penalty will apply until enough days have passed that you will not receive any credit. Anything not completed by the day before the due date of the final exam will be assigned a grade of zero. There are practice versions of the homework posted in MyLab that you can do as many times as you want without affecting your grade.

Student Behavioral Expectations or Conduct Policy:

Students are expected to maintain classroom decorum that includes respect for other students and the instructor, prompt and regular attendance, and an attitude that seeks to take full advantage of the education opportunity.