

**Syllabus & Class Overview**

**General Class Information:**

**Instructor Name**: William Cardine, [wc2x@virginia.edu](mailto:wc2x@virginia.edu) or [profcard@yahoo.com](mailto:profcard@yahoo.com)

Home Office Tel. 703-729-9859 or cell 703-431-6185

**Subject Area and Catalog Number**: ACCT 3140

**Class Title**: Cost Accounting

**Year and Term**: 2015, Fall Semester

**Credit Type**: Undergraduate

**Level**: Undergraduate

**Class Description**: Addresses analysis of cost behavior and volume profit relationships; responsibility accounting and reporting flexible budgets; also the use of standard costs to guide and control performance. Prerequisite: ACCT 2020

**Required Text**: Cost Accounting, A Managerial Emphasis, 15th Edition, Charles T. Horngren, Srikant Datar, and Madhav Rajan - Prentice-Hall. ISBN 978-0-13-342870-4

**Learning Outcomes**: Upon completion of this course, the student will be able to apply the fundamentals of cost accounting techniques within an accounting environment including both the development of supporting cost calculations and the ability to input required transaction level data into the general journal and general ledger.

**Assessment Components**:

Evaluation; Total 100 Points

1. Mid-Term Exam ……………………………………..……………..45 Points (45%)

2. Final Examination …………...........……………….............…...45 Points (45%)

3. Random Homework Presentations, 3 Spreadsheets,

Questions and Participation (Subjective)………………………...10 Points (10%)

Note: All Exams Are Originated On-Line and are Timed

Grading 90-100 A; 80-89 B; 70-79 C; 60-69 D; 59 or Below F. *No Plus or Minus Grades are used*.

**Expectations/Delivery Mode**: Course is conducted using UVa. Collab with live, synchronous, interactive sessions. Will meet on-line every Tuesday evening beginning at 6:30 pm to cover homework solutions and lecture on upcoming chapter material (see class schedule). Students are expected to have the homework completed and participate in class discussions.

**Required Technical Resources and Technical Components**: Course requires internet connection (broadband preferred) and computer for this on-line course. Must have method to transmit and receive audio and optional video - a USB equipped headset is preferred. Also required is a method to download and print exam material and a method to scan/fax return the completed exam(s) if necessary. Also see “Technical Specifications: Computer Hardware” below.

**Class Specific Information**

**Class Instruction and Activities**: This will be a lecture and a class participation on-line course. Each class will commence with a detailed review of all assigned homework problems. Every problem will be discussed with time allotted to ask questions or to expand on the underlying concept or the application of the methodology in solving the homework problems. This will be followed by a lecture covering the concepts and applications contained within the next assigned chapter(s). Prior to each class meeting, the student is expected to have completed the assigned chapter reading and attempted the solution of all homework assigned from the last class. This is especially important considering the quantitative aspects of the material and that class lectures may not cover every topic in detail. A student’s lack of preparation will seriously reduce the benefit of this class.

**Members of the class may randomly be asked to present the solutions for the assigned homework** using the Collab Blackboard communications tools. Cost concepts applied to practical situations (via homework) need to have the results analyzed, explored and discussed. Communication of cost accounting issues is vastly improved through this method.

Learning is best accomplished through self-study and the instructor is available and anxious to aid in this process. Note that graded work must be the sole effort of the student (see "evaluation standards" and references to our "honor system" both following). Cheating and/or plagiarism on graded assignments can result in a course grade of F or other disciplinary action by the school.

Upon completion of this course, the student should be able to apply the fundamentals of cost accounting techniques within an accounting environment including both the development of supporting cost calculations and the ability to input required transaction level data into the general journal and general ledger. The student should have a firm grasp of the concepts of break-even analysis, fixed and variable costs, direct and indirect cost, job order and process costing, budgets, actual/normal/budget/standard accounting systems, variance analysis using flexible and standard budgets, regression and high/low cost models, avoidable and sunk cost, absorption and variable income statements, cost relationships including markups, and joint/common cost allocation techniques. The student should be able to apply these concepts to special economic business decisions including one-time special orders, make or buy, keep or replace, add or drop a client/area/division and customer and product/service profitability analysis.

**Class Requirements**: This is an intensive cost class covering 17 chapters in one semester. Participation in all Collab Blackboard sessions will be considered as part of the 10 points for homework solution participation, spreadsheets, etc. (see "Evaluation Standards" below). Further, missing any class lecture(s) will significantly disadvantage the student's learning experience.

**Evaluation Standards and Assessments**:

Evaluation; Total 100 Points

1. Mid-Term Exam ……………………………………..……………..45 Points (45%)

2. Final Examination …………...........……………….............…...45 Points (45%)

3. Random Homework Presentations, 3 Spreadsheets,

Questions and Participation (Subjective)………………………...10 Points (10%)

Note: All Exams Are Originated On-Line and are Timed

***Grading:*** *90-100 A; 80-89 B; 70-79 C; 60-69 D; 59 or Below F; No Plus or Minus Grades*

**Class Schedule**:

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**Communication & Student Response Time**: in addition to various announcements, published class schedule and homework assignments and responses to emails or phone calls, this class will meet each week via blackboard collaborate™ (see "class schedule" above). Students are also encouraged to “link” their U.Va. email box to their personal or business email address as these are typically monitored more frequently by the student. Correspondence will be via U. Va. email account and failure to monitor that mailbox or failure to link it to student’s selection of a more closely monitored mailbox may result in student missing important messages.

Quick reference guide using blackboard collaborate™ (linked to Collab site as "bb collaborate bridge") gives you the following functionality: two-way audio, multi-point video, interactive whiteboard, application and desktop sharing, rich media, breakout rooms, and session recording (all sessions will be recorded and made available so you may review the recorded material at any time).

Tips on participating include the following:

 find a comfortable place with no distractions.

 before your first session visit the blackboard collaborate support center and click on “for first-time users: getting started”

 use the audio setup wizard to ensure that the audio is working correctly prior to every session - note that this is extremely important.

 take the online orientation or refer to the participant guide for information on all the features prior to your first session. This information and more is available from the on demand center located on our website – http://www.blackboard.com/platforms/collaborate/services/on-demand-learning-center.aspx

In-session

 be sure to join the session 5 – 10 minutes prior to the start.

 set your connection speed to the internet.

 participate in the session by responding to polls and providing feedback to the moderator.

 raise your hand when you have a question or a comment.

 use chat to send text messages to other participants and the moderator during the session.

 remember that running other applications on your computer can slow your connection to the session

**Response Time**: Instructor will attempt to respond to student emails or voice mail within 24 hours or will advise students of modification of that response time e.g. when out-of-town, etc

**Assignments:**

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|  | **Preliminary Homework – UVa. Cost Accounting 3140, Edition 15** |
|  | ***(Note: read and answer questions carefully. Getting you prepared for exams!)*** |
| **Chapter** | **Draft Exercise/Problems** |
| 1 | 34 (1-2 only) |
| 2 | 18 (Cost Objects are different; a is Focus Groups while b is the Focus Company), 20 (Cost Object for both a and b is the Teanas assembly line, not individual cars) , 28 (Req. 3 only), 32, 34 (prepare Financial Statements in good order please) |
| 3 | 21, 22, 24, 25 (1-3 only) 38, 44 |
| 4 | 32, 33 (1-3 only), **/** 24 (1-3 only), 31 (1-5 only) 34 (1 and 2 only- show journal entries) |
| 5 | **Note: Don’t use percentages – develop ABC rates for problems**. 16 (1 only) 17(1 & 2 only), 18 (1 & 2 only), 19 (1 & 2 only), 25 (1 & 2 only), 28 (1 & 2 only) Note: Conversion Cost = DL & OH; Up/Down Stream cost. |
| 6 | 17/18/19, 24, 29 (1 & 2a only), 32, 38 Note: use only positive numbers in cash flow analysis. |
| 7 | 22, 24 (1 & 2 only), 25, 26 (entries for Req. 2 only, no need for postings or summary), 34, 36 |
| 8 | 22 (1 & 2 only), 23, (1 & 2 only), 24 (1 & 2 only), 34 (look closely at data presented), 35 |
| 9 | 16, 17 (1 only), 22 (1 - 3 only), 25 (1 only), 27 (1-3 only), 30 (1 & 2 only) |
| 10 | 18 (pattern “L” goes to zero), 19, 23 (1 & 2 only), 26 (1 - 3 only), 31 (1 - 3 only) NOTE: for 26 and 31, calculate/prove Regression solution given. Don't use software - use calculator) |
| **11** | 18, 19 (in Req. 2 normal prod./sales drop to 9,500), 20, 23, 28 (1 & 2 only) |
| **13** | 18, 21, 22 (1 & 2 only), 26 (1 - 3 only), 28, 31 (1 - 3 only) |
| **12** | 22, 23 (1 & 2 only), 24, 25 (1 & 2 only) |
| 14 | 18 (1 & 2 but like Exh.s 14-3 and 14-4 only), 19 (1 & 2 only), 22 (1 & 2 only), 25 (Cal. Flex. Budget Var. also), 26 |
| 15 | 16, 19 (1 only), 21 (1 & 2 only), 24 (1 & 3 only and airfare is $1,200), 30 (1-3 only; you select allocation bases) |
| 16 | 19, 20 (note ending inventories), 28 (do Req. 2 only) |
| 17 | 16 (1 & 2 only), 17, 18 (Q is “0” percent), 31, 32, 33 , 34, 35 (for 35, note different FIFO amounts) **Note, for Ch. 17 problems, objective is to Calculate Average Cost and assign to Trans. Out and E. I. Values** |
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**Resources:** Additional learning resources such as publisher copyrighted solutions to all assigned homework problems (made available after discussed in class sessions) plus selected additional non-assigned problem solutions will be published in Collab in the "Resources" tab. Further, additional material such as professor provided alternative learning methods offered and discussed during the course class meetings will also be published in Collab under the "Resources" tab and will be available to students throughout the semester.

**Gradebook:** Collab gradebook will be utilized whenever possible to privately provide students with individual exam scores plus cumulative grades as the course progresses. In all cases, students will be provided access to exam solutions. Additionally, private, individual exam feedback and discussion will be provided if requested.

**Technical Specifications: Computer Hardware**

* Minimum Operating System
  + Windows 7 SP1 (Professional preferred)
  + Mac OS X 10.8 or 10.9
* Minimum Processor Speed: Equivalent to an Intel Core 2 Duo (1.5 GHz)
* Minimum RAM: 4 GB
* Minimum Hard Disk Space: 150 GB of free hard disk space (after all programs are loaded)
* Networking Capability: Wireless networking (802.11g or n) and an Ethernet port
* Strongly Recommended Accessories:
  + An Ethernet cable (Even if you will primarily use wireless, a wired connection is faster and more reliable for video-streaming, live online meetings and large file uploads and downloads.)
  + A power surge protector
  + CD/DVD drive and/or “thumb” or flash drive(s), plus a backup storage mechanism

**Technical Support Contacts:**

* Login/Password: [scpshelpdesk@virginia.edu](mailto:scpshelpdesk@virginia.edu)
* UVaCollab: [collab-support@virginia.edu](mailto:collab-support@virginia.edu)
* BbCollaborate (Elluminate) Support: [scpshelpdesk@virginia.edu](mailto:scpshelpdesk@virginia.edu) or <http://support.blackboardcollaborate.com>

**U.Va. Policies**

**SCPS Grading Policies:** Courses carrying a School of Continuing and Professional Studies subject area use the following grading system:  A+, A, A-; B+, B, B-; C+, C, C-; D+, D, D-; F.  S (satisfactory) and U (unsatisfactory) are used for some course offerings. For noncredit courses, the grade notation is N (no credit). Students who audit courses receive the designation AU (audit). The symbol W is used when a student officially drops a course before its completion or if the student withdraws from an academic program of the University. *For this class, grades are 90-100 A; 80-89 B; 70-79 C; 60-69 D; 59 or Below F; No Plus or Minus Grades.* Please visit [SCPS Grades](http://www.scps.virginia.edu/audience/students/grades)

**Attendance**: Students are expected to attend all class sessions. Instructors establish attendance and participation requirements for each of their courses. Class requirements, regardless of delivery mode, are not waived due to a student's absence from class. Instructors will require students to make up any missed coursework and may deny credit to any student whose absences are excessive. Instructors must keep an attendance record for each student enrolled in the course to document attendance and participation in class.

**University Email Policies:** Students are expected to check their official U.Va. email addresses on a frequent and consistent basis to remain informed of University communications, as certain communications may be time sensitive. Students who fail to check their email on a regular basis are responsible for any resulting consequences. Students are also encouraged to “link” their U.Va. email box to their personal or business email address as these are typically monitored more frequently by the student. For this class, see “**Communication & Student Response Time**” above.

***End-of-Class Evaluations:*** Students are expected to complete the online end-of-class evaluation. As the semester comes to a close, students will receive an email with instructions for completing this. Student feedback will be very valuable to the school, the instructor, and future students. We ask that all students please complete these evaluations in a timely manner. Please be assured that the information you submit online will be anonymous and kept confidential.

**University of Virginia Honor System:** All work should be pledged in the spirit of the Honor System at the University of Virginia.The instructor will indicate which assignments and activities are to be done individually and which permit collaboration. The following pledge should be written out at the end of all quizzes, examinations, individual assignments and papers: “I pledge that I have neither given nor received help on this examination (quiz, assignment, etc.)”. The pledge must be signed by the student. For more information please visit [Honor System](http://records.ureg.virginia.edu/content.php?catoid=28&navoid=747)

**Special Needs:** It is the policy of the University of Virginia to accommodate students with disabilities in accordance with federal and state laws. Any SCPS student with a disability who needs accommodation (e.g., in arrangements for seating, extended time for examinations, or note-taking, etc.),should contact the Student Disability Access Center (SDAC) and provide them with appropriate medical or psychological documentation of his/her condition. Once accommodations are approved, it is the student’s responsibility to follow up with the instructor about logistics and implementation of accommodations. Accommodations for test taking should be arranged at least 14 business days in advance of the date of the test(s). Students with disabilities are encouraged to contact the SDAC*:* 434-243-5180/Voice, 434-465-6579/Video Phone, 434-243-5188/Fax. Further policies and statements available[: U.Va. Department of Student Health](http://www.virginia.edu/studenthealth/sdac.html#types)

For further policies and statements about student rights and responsibilities, please see [U.Va Website](http://www.scps.virginia.edu/audience/students) (<http://www.scps.virginia.edu/audience/students>)