



COMM 2AB3 – Introduction to Managerial Accounting

Prerequisite: COMM 1AA3 – Introduction to Financial Accounting
Instructor: Mohamed Shehata
Email: shehata@mcmaster.ca
Course Format: Three-hour lecture **plus** one-hour tutorial, twice a week

Textbook

Weygandt, Kimmel, Kieso, and Aly, “Managerial Accounting: Tools for Business Decision-Making”, 5th Canadian Edition, 2018, Wiley.

Click the URL below to purchase the e-book for **\$43**

https://www.campusbookstore.com/AccessCodes/AccessCodeBrowse.aspx?CODEID=31100&bookseller_id=241

Teaching Support Team

Coordinator:	Karim Karim	Email: karimk7@mcmaster.ca
Role:	Karim will handle all the administrative and logistics of the course, such as managing tests, exams, students’ grades, MSAF’s for missed components, SAS accommodations and text publisher coordination	
Co-Host TA:	Jade Ta	Email: tan2@mcmaster.ca
Role:	During the live lectures, Jade will manage the chat and participants’ windows, answer individual students’ questions, and launch & grade participation questions. She will also hold office hours.	
Tutorial Leaders:	Caitlin Early	Email: earlyce@mcmaster.ca
	Jayne DiGiacomo	Email: digiacoj@mcmaster.ca
Role:	Caitlin and Jayne will lead tutorials and hold office hours.	

Office Hours

TA’s will be available for any questions immediately after the Tutorials prior to the start of the lectures. In addition, office hours will be held virtually by appointment. Each student will be assigned a TA. Go to Avenue/Assessment/Grades to view your assigned TA. You may email your questions to your assigned TA at any time. The TA will either respond by email and/or will set up a virtual one-on-one connection to provide the required support.

Course Description

- The course is an introduction to management accounting. The role of management accounting is to provide firm management at all levels with the ***financial and non-financial*** information necessary to manage the organization effectively and efficiently.
 - Cost accounting is concerned with the analysis of and accounting for costs, inventory valuation, managerial planning, and control. The nature and behaviour of costs and the usefulness and limitations of accounting data for these purposes are studied. Cost accounting, while providing some data for financial statements prepared for external users, has as its primary purpose the development and presentation of information useful to management both for planning and for the control of costs.
-

Course Objective

The objective of this course is to develop the students' analytical abilities to deal with problems relating to managerial decision making within the firm. There are five overall goals for the course, each of which is covered in the following sequence and will be detailed in the course content:

Topic	Chapter	Quiz	Breakdown*
I. Overview of Managerial Accounting	1	Quiz 1	5%
II. Foundation of Managerial Accounting:	2		Quiz 2
<ul style="list-style-type: none"> • The Basics of Cost Concepts • Inventory Valuation Methods (Absorption vs Variable) 	8	10%	
III. Using Accounting Information in Decision Making:	6	Quiz 2	30%
<ul style="list-style-type: none"> • Cost Volume Profit (CVP) Analysis • Incremental/Differential Analysis for Decision Making 	7		25%
Midterm Examination			100%
IV. Designing and Implementing Cost Systems:	3	Quiz 3	20%
<ul style="list-style-type: none"> • Job Order Costing System • Activity-Based-Costing (ABC) System 	5		20%
<ul style="list-style-type: none"> • Process Costing System 	4	Quiz 4	20%
V. Budgetary Control & Performance Evaluation:	11 & 12	Quiz 5	40%
Final Examination			100%

* The breakdown of the *Midterm & Final Examinations* is approximate and subject to minor changes.

Grading

Your course grade will be based on the following components:

Quizzes	Five Quizzes; count the highest four (5% each)	20% ^(a)
Midterm Exam	Tuesday, July 14, 2020	35%
Final Exam	Thursday, August 6, 2020	45%
Total		100% ^(b)

Participation Bonus Marks +5% ^(c)

(a) Quizzes:

- The Quizzes will take place during the tutorial hours. The duration of each quiz will be 30 minutes, starting at 6:30 pm, followed by a 10-minute break prior to the start of the live lecture. **On the quiz days, the lecture will start at 7:15 pm.**
- Missed quizzes will receive a grade of zero. Your lowest quiz mark will be dropped. If an MSAF is applied towards a specific quiz, then that quiz will automatically be counted as the dropped mark and the remaining four quizzes will be utilized to calculate the mark for this component. You cannot ‘double dip’ by applying an MSAF to a quiz and also get the lowest mark dropped for a second quiz.

(b) Quizzes and Exams:

- The quizzes will be held live during the tutorials. The midterm and final exams will be held live during the lecture. A detailed list of the dates, times, and the materials covered in each testing component are presented on page 8 of this syllabus.
- The quizzes and exams will be in the form of T/F, MC, and Fill-in-the-Blank.
- The final exam is NOT cumulative. It will cover only the new materials since the midterm.
- If a student files a successful MSAF through the Faculty office for missing the midterm, the final exam for this student will be comprehensive and the weight of the final exam will be 80%.
- The quizzes and exams will be closed book and closed notes. However, I will allow you to have a one-page formula sheet (cheat sheet).
- The quizzes and exams are expected to be done individually and you are not allowed to collaborate with another person in **any manner**. You are expected to exhibit honesty and use ethical behavior in all aspects of the learning process. To protect the integrity of the online quizzes and exams, proctoring tools will be used.

(c) Participation Bonus Marks:

- You have the opportunity to earn **up to 5% Bonus Marks** from your participation during the live lecture. Your earned bonus marks will be added to your total marks that you received in the course from quizzes and exams.
- During each class, I will ask you to respond to simple questions on material covered in the lectures (an average of 10-15 questions in the form of T/F and or MC. Each question is worth 1 point of which you will receive half a point for attempting the question and half a point for correctness.

IMPORTANT NOTES:

1. You will write the quizzes and exams at home under the auspices of the honor code, no internet browsing, no notes, or any other types of collaboration. In other words, you will simulate a closed book exam given in-class at school under normal monitoring conditions.
2. The type of questions in the above three assessment components will be in the form of true/false, multiple-choice or fill in the blank questions.
3. If a student is unable to write the mid-term at the posted exam time and files a successful **MSAF through the Faculty Office**, the weight assigned to the missed midterm will be added to the final exam. Please note that since the midterm weight is more than 24%, students cannot issue a self-MSAF; and therefore, must apply through the Faculty Office and provide the appropriate documentation for missing the midterm.
4. In the case the instructor chooses not to make the final exam comprehensive, students who missed a midterm and filed a **successful MSAF** will write a final exam that is **comprehensive** which will be different from the final exam for the students who wrote the midterm.

TUTORIALS:

- Tutorials are an integral part of the course. This is not a marked component.
- Tutorial questions will be posted in advance for students to attempt prior to coming to their scheduled tutorial. Solutions will be worked out during the tutorials by the teaching assistants and only answers will be posted in Avenue.
- The first tutorial will be held on **Thursday, June 25, 2020 at 6:00 pm.** Instructions will be posted on Avenue.

Grade Conversion

At the end of the course your overall percentage grade will be converted to your letter grade in accordance with the following conversion scheme.

Letter Grade	Percent	Letter Grade	Percent
A+	90 - 100	C+	67 - 69
A	85 - 89	C	63 - 66
A-	80 - 84	C-	60 - 62
B+	77 - 79	D+	57 - 59
B	73 - 76	D	53 - 56
B-	70 - 72	D-	50 - 52
		F	00 - 49

Academic Dishonesty

You are expected to exhibit honesty and use ethical behavior in all aspects of the learning process. Academic credentials you earn are rooted in principles of honesty and academic integrity.

Academic dishonesty is to knowingly act or fail to act in a way that result or could result in unearned academic credit or advantage. This behavior can result in serious consequences, e.g. the grade of zero on an assignment, loss of credit with a notation on the transcript (notation reads: “Grade of F assigned for academic dishonesty”), and/or suspension or expulsion from the university.

It is your responsibility to understand what constitutes academic dishonesty. For information on the various types of academic dishonesty please refer to the Academic Integrity Policy, located at:

www.mcmaster.ca/academicintegrity

The following illustrates only three forms of academic dishonesty:

1. Plagiarism, e.g. the submission of work that is not one’s own or for which other credit has been obtained.
2. Improper collaboration in group work.
3. Copying or using unauthorized aids in quizzes and examinations

Policy for Approved Missed Academic Work

Students who cannot write a test, and have advanced knowledge and permission as described above, will be given the opportunity to write an alternate version of the test at an alternate time.

Students who did not write a test, and subsequently provide an MSAF submission, or documentation for which they have been approved by the Student Experience – Academic Office, will have the weight of the missed work reallocated across other course components or an alternate evaluation. The student must follow up with the instructor to understand this process and decision.

Students who submit an MSAF, or have been approved by the Student Experience – Academic Office, for an assignment deadline, will be given an extension for the assignment at the discretion of the instructor. Please note, the student will ultimately be required to submit the assignment.

Student Accessibility Services

Student Accessibility Services (SAS) offers various support services for students with disabilities. Students are required to inform SAS of accommodation needs for course work at the outset of term. Students who require academic accommodation must contact Student Accessibility Services (SAS) to make arrangements with a Program Coordinator. Academic accommodations must be arranged for each term of study. Student Accessibility Services can be contacted by phone 905-525-9140 ext. 28652 or email sas@mcmaster.ca.

For further information, consult McMaster University's Policy for Academic Accommodation of Students with Disabilities: <http://www.mcmaster.ca/policy/Students-AcademicStudies/AcademicAccommodation-StudentsWithDisabilities.pdf>

Potential Modification to the Course

The instructor and university reserve the right to modify elements of the course during the term. The university may change the dates and deadlines for any or all courses in extreme circumstances. If either type of modification becomes necessary, reasonable notice and communication with the students will be given with explanation and the opportunity to comment on changes. It is the responsibility of the student to check their McMaster email and course websites weekly during the term and to note any changes.

Remarks

- i. Please see the Course Website for any updates and course material.
- ii. MSAF is not permissible for weights on evaluation that are greater than or equal to 25% (Midterms, Final exam). Any attempt to submit a falsified MSAF for this course for a missed test or midterm exam constitutes academic dishonesty and charges may be filed with the Office of Academic Integrity.
- iii. It is your responsibility to check Avenue daily – everything you will need is there and any important announcements will be posted there. Set your home page to the news feed for the course.
- iv. It is your responsibility to understand what constitutes academic dishonesty, for example signing for someone else on the tutorial attendance sheet.

Week	Date	Chapters	Topics	Quiz*
Week 1	Tuesday June 23 rd	Chapter 1 Chapter 2	- Overview of Managerial Accounting - Cost Concepts (Product Costing) (Part I)	
	Thursday June 25 th	Chapter 2	- Cost Concepts (Cost Behavior): (Part II) - Cost Concepts (Cost Estimation): (Part III)	
Week 2	Tuesday June 30 th	Chapter 8 Chapter 6	- Alternative Costing Methods - Cost Volume Profit Analysis (Part I)	Quiz 1 (Chapters 1 & 2)
	Thursday July 2 nd	Chapter 6 Chapter 7	- Cost Volume Profit Analysis (Part II) - Incremental Analysis (Part I)	
Week 3	Tuesday July 7 th	Chapter 7	- Incremental Analysis (Part II)	Quiz 2 (Chapters 8 & 6)
	Thursday July 9 th	Chapter 3	- Job-Order Costing System (Part I) Note: Ch. 3 is not included in the Midterm	
Week 4	Tuesday July 14th	Midterm Examination: 6:00 – 8:00 pm (Chapters 1, 2, 6, 7, and 8)		
	Thursday July 19 th	Chapter 5	- Job-Order Costing System (Part II) - Activity Based Costing (ABC)	
Week 5	Tuesday July 21 st	Chapter 4	- Process Costing System (Part I)	Quiz 3 (Chapters 3 & 5)
	Thursday July 23 rd	Chapters 11 & 12	- Process Costing System (Part II) - Performance Evaluation (Part I)	
Week 6	Tuesday July 28 th		- Performance Evaluation (Part II)	Quiz 4 (Chapters 4)
	Thursday July 30 th		- Performance Evaluation (Part III)	
Week 7	Tuesday Aug. 4 th		- Performance Evaluation (Part IV)	Quiz 5 Ch. 11 & 12 (Part I & II)
	Thursday Aug. 6th	Final Exam		

* Quizzes will take place during the tutorials. The duration of each quiz will be 30 minutes, starting at 6:30 pm, followed by a 10-minute break prior to the start of the lecture. **On the quiz days, the lecture will start at 7:15 pm.**

End of Chapters Suggested Exercises/Problems*

Chapter	Suggested Exercises/Problems
2	1, 2, 4, 8, 12, 13, 16, 23, 32, 33a, 55.
8	1, 4, 5, 8, 10, 11, 23, 28.
6	1, 3, 5, 6, 7, 8, 9, 10, 11, 12, 13, 15, 17, 18, 22, 27
7	2, 3, 4, 5, 6, 8, 9, 10, 11, 12, 14, 15, 16, 19, 20
3	18, 19, 20, 21, 26, 29, 34, 46.
5	7, 12, 14, 16, 17, 18, 20.
4	14, 15, 16, 19, 24
12	4, 5, 6, 7, 8, 10, 11, 23, 28, 29, 33, 34, 36, 37, 38, 39, 40.

***Solutions to the suggested problems are available on Avenue.**