Subject Outline

ACCY211 Management Accounting II
Wollongong, Shoalhaven, Batemans Bay, Bega, Moss Vale, Singapore and Dubai

6 Credit Points
Autumn 2004

Co-ordinator: Dr. Monir Mir
Building 40, Room 303, ☑ 02-42214007
☑ mmir@uow.edu.au
ACCY211 WOLLONGONG CAMPUS TEACHING TEAM

LECTURERS:
Associate Professor Bob Williams
Dr. Monir Mir

Tutorials will be run by:
Professor Warwick Funnell
Mr. Ron Perrin
Mr. George Mickhail
Dr. Monir Mir
Dr. Anura De Zoysa

Workshops will be run by:
Dr. Monir Mir

You will be able to seek help from your tutor during consultation times. You will be notified of these times during your first tutorial and they will also be posted on your tutor’s door.

Teaching Team - Shoalhaven, Batemans Bay, Bega and Moss Vale Campuses: TBA

SUBJECT DESCRIPTION
The goal of this subject is to provide students with an understanding of those concepts that are fundamental to the use of management accounting. Generally speaking, management accounting is the presentation of accounting information in such a way as to assist those responsible for management in controlling the business and in the making of day-to-day decisions and in the formulation of policy. Hence, management accounting is concerned with the provision of management information. This subject is concerned with the information the accountant should provide management to assist in planning, decision-making and control.

Though it is assumed that students taking this subject have been introduced to the basics of financial accounting, extensive knowledge of financial accounting is not needed.

SUBJECT REQUIREMENTS
ACCY211 is a 6 credit point subject, it requires a MINIMUM of 12 HOURS per week during autumn session including class attendance. The subject is divided into 13 modules.

LECTURE AND TUTORIAL TIMES

Lectures:
Tuesday:  11:30 – 12:30 (14.G01)  Repeat: 16:30 – 17:30 (20.5)
Thursday: 11:30 – 12:30 (20.1)  Repeat: 18:30 – 19:30 (20.5)

Lectures, Tutorials and Workshops:
Lecture materials are presented as lectures and are designed to introduce a topic. Therefore, Lecture materials are not to be regarded as a complete presentation of material, but are intended as an introduction to independent study. They will examine both technical issues and their related concepts. Successful learning of the material requires active participation such as note taking, in depth reading of the textbook and class discussion in the area.

Tutorials are intended to provide an interactive learning environment, by supporting students sharing ideas and questions, and supporting each other’s learning. Tutorial questions have been selected to link lecture materials with text.

Workshop questions are designed as an interactive session where students will undertake their first attempt of a practical problem. Students are NOT expected to have prepared the question before the class.

Please note that failure to attend most of your classes (including lectures) may result in a Fail grade as per the University Calendar.

You must also come with a calculator in all your ACCY211 classes.

**ACCY211 ONLINE WEB SITE**

Go to: http://www.uow.edu.au/lol/

The purpose of this web site is to provide supportive materials for student learning including tutorial solutions, reference materials, online discussion forum and student grade information. All major subject announcements will be posted on the Home Page of ACCY211 web site. All students can access the web site through the computer labs on campus. Students may also access the site off campus.

Please note that only partial lecture materials (e.g. partial lecture slides) will be available in ACCY 211 website. Lecture materials put up in the web will remain in the site for a week only. Therefore, you must be up to date in collecting those materials.

The intention of the ACCY211 web site is also to contribute to preparing students as UOW graduates who are able to operate in an e-environment. Students gain experience in computer skills via the use of the web site and team skills and written communication skills via the use of online bulletin board and email facilities.

The communication facilities such as the discussion board and email are intended for academic use only. Consequently, students are expected to utilize general principles of business correspondence and comply with all relevant university policies, including use of discriminatory language. Students failing to meet these requirements may have their access removed.

Please note that learning materials for ACCY 211 for Autumn Session in this site will not be available before 23 February 2004.

Please open the ‘announcement link’ regularly to view the day-to-day announcements relevant to this subject.
TEXTBOOKS


These two books are available from the University Bookshop as a package.

REFERENCES
The adopted textbook should be sufficient for understanding the materials covered in the modules. However, you may want to consult other textbooks from time to time for alternative explanations or different examples. The following textbooks and resources have been placed on reserve in the library for such purposes:

Jiambalvo, J. (2001), Management Accounting, Wiley.


SUBJECT ASSESSMENT

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<thead>
<tr>
<th>ASSESSMENT ITEM</th>
<th>MARKS (May be scaled)</th>
<th>DUE</th>
</tr>
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<tbody>
<tr>
<td>Midterm exam</td>
<td>20</td>
<td>Tuesday 6 April during regularly scheduled lecture period.</td>
</tr>
<tr>
<td>Essay</td>
<td>10</td>
<td>Friday 30 April before 5 pm.</td>
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<tr>
<td>Tutorial surprise tests</td>
<td>10</td>
<td>Throughout the session.</td>
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<tr>
<td>Final exam</td>
<td>60</td>
<td>TBA</td>
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<tr>
<td>Total</td>
<td>100</td>
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ASSESSMENT ITEM 1
MIDTERM EXAMINATION

The midterm examination will take place in class during week 7. The date is Tuesday 6 April. You will have the regularly scheduled lecture period to complete this examination. Examination will also be conducted during the repeat lecture time on the same day.

Please note that only the regular attendees of the repeat lecture will be allowed to sit for the exam to be held during the repeat lecture time.

The examination will cover assignment material in the lectures, tutorials, text, homework and workshop topics covered up to and including week 6. Please note that questions from week 6 topic will be based on lectures and text materials only. The
ASSESSMENT ITEM 2
ESSAY

Essay Topics:
You must submit an essay on ANY ONE of the following essay topics:

**Topic A:**
Critically evaluate this statement: Since there are apparently no enforceable ‘standards’ and rules for management and cost accounting, whatever the company and accountants want to do in reporting costs and revenue measurements must be acceptable.

**Topic B:**
Critically evaluate this statement: Budgeting and planning are necessary but not sufficient conditions for any firm to control organisations.

**Topic C:**
Quantitative models and qualitative models of revenues and costs for evaluation are important for measurement of managerial performance. Given the ‘traditional’ cost accounting measures are quantitative, how can cost and management accounting begin to assess and ‘measure’ qualitative plans and controls?

**Topic D:**
Critically evaluate this statement: “Issues of product costing are unimportant for virtual organisations that outsource production operations.”

Other information relevant to the essay submission are given in a separate section towards the end this subject program.

ASSESSMENT ITEM 3
TUTORIAL SURPRISE TESTS

Your tutor will give at least 3 (three) surprise tests during your tutorial classes. The tests will be based on the tutorial questions of that particular tutorial week or weeks previous to that particular tutorial week. The questions may be of essay type or of MCQ type or both. Out of all the tests taken, the marks of the best three tests will be averaged and given as out of 10 at the end of the session.

As the tests will be conducted without a prior notice in a tutorial class, you must be present in all tutorials. If you miss a surprise test due to missing a tutorial class, you will be awarded 0 (zero) marks for the test. No special consideration request will be accepted unless existence of an exceptional circumstance supported by an acceptable evidence.

In Addition, attendance and participation at tutorials and workshops are compulsory requirements of this subject. All tutorial questions must be attempted prior to the tutorial. Solutions will be available online the week after the tutorial.

ASSESSMENT ITEM 4
FINAL EXAMINATION

The final examination will be a comprehensive examination with questions and
SPECIAL CONSIDERATION AND SUPPLEMENTARY EXAMINATION
Students should note that supplementary examinations are not an automatic entitlement on the submission of a request for special consideration. In cases where the decision is made to allow a supplementary examination, students will usually be required to take the examination at a date to be determined by the School within three weeks of the end of the formal examination period. Students will be notified of the exam at least seven days beforehand. It is every student’s responsibility that the university has a correct record of your current address.

Full details of the University’s policy regarding special consideration are available on the web at http://www.uow.edu.au/handbook/courserule/specialconsideration.html Students should familiarise themselves with these policies.

PLAGIARISM
You must read and adopt the University of Wollongong Acknowledgement Practice as set out in the Undergraduate Calendar, in particular noting the severe penalties for plagiarism.

DISABILITY ASSISTANCE INFORMATION
For further information on Disability Services, please see UOW’s Undergraduate Calendar.

HOW TO SUCCEED IN THIS SUBJECT
• Most of the topics in this subject are interrelated. Therefore, make sure to keep your preparation up to date. For example, if you do not understand topic 2, you will be facing problems in understanding all other topics of this subject. Again if you do not understand the topic ‘job costing’ you will not be able to understand activity based costing and also will not be able to grasp process costing.
• Do not solely rely on the lecture slides. Lecture materials are not to be regarded as a complete presentation of material, but are intended as an introduction to independent study. Therefore, you must read the relevant chapters of your textbook.
• Do all the workshop and tutorial questions. Understand the solutions conceptually, don’t just memorise.
• Follow the essay marking/preparation guidelines strictly.

If you have any difficulties, please do not hesitate to contact your tutor. If you have administrative problems, please feel free to contact me.

Dr. Monir Mir
ACCY211 Subject Coordinator
Autumn 2004
ESSAY SUBMISSION INFORMATION
DETAILS

Receipt of Essays:
Essays must be submitted to your tutor or in the essay box that will be placed outside the door of 40.303 on or before the last day of week 9 classes. Essays must comply with the requirements noted below. Essays failing to comply with the requirements may be returned unmarked for your correction and resubmission. Essays may not be submitted by fax or e-mail without proper authorisation of the subject coordinator.

Problem and Caveats: Problems with computers, printers, software, lost disks and so on, will NOT be accepted as excuses for late submission or inability to reproduce on short notice a second copy of the essay (if required). Always make a backup and copy of your work.

Late Submission of the Essay:
An essay which is submitted after the due time or date may be penalised by loss of 10% of the possible marks for each day or any part of a day (including weekends) that it is late. Students are encouraged to begin work early so that illness or misadventure will not cause them to submit late and lose marks. The subject coordinator can only allow for special consideration for essay submission that is supported by relevant documentary evidence. Under no circumstances will extensions be granted on or after the due date.

Essay Submission and Presentation Requirements:
- Essays should be between 1200 and 1500 words (not including references or synopsis).
- Your essay must have at least 5 (five) journal article references relevant to your topic. An ‘anonymous’ reference will not be considered as a reference.
- Essays must be typed using a word-processing package, 1.5 spaced, on one side of the paper only.
- Pages are to be consecutively numbered.
- You must attach completed title page as provided on ACCY211 online website.
- Your essay must include a list of references actually referred to in the assignment. Referencing must follow the format used in The Accounting, Auditing and Accountability Journal. Copies of this journal are in the library.
- Essay must have a 100-150 word synopsis on a separate page.
- Right and left margins of 3cm must be allowed.
- Essays will be penalised (marks deducted) for failure to meet any of the above requirements.

Plagiarism
There are severe penalties for plagiarism. Plagiarism is the unacknowledged work of another person. Therefore, each and every reference detail that is included in your reference list or bibliography must be referred in the body of the text and vice versa.

Plagiarism will result in zero marks on the assignment plus the need for resubmission and could result in failing mark for the subject. Copying or submitting work prepared by another person is plagiarism.

You must read and adopt the University of Wollongong Acknowledgement Practice as set out
**Essay Marking Guides**

Your marked essay will be returned together with an attachment sheet containing comments on the following five areas of your essay. These comments (both positive and negative) are given here to help you with your essay preparations. These comments are as follows:

**Synopsis/Abstract: (weight 10%)**
- Reflected main arguments.
- Identified conclusions reached.
- Was more of an introduction than synopsis.
- Was more of a conclusion than synopsis.

**Structure and Presentation: (weight 30%)**
- Enhanced logic coherence and flow of arguments.
- Was disjointed required more links between ideas and paragraphs.
- One or two sentence paragraphs should be avoided.
- Good use of headings.
- Headings were used but were not very descriptive.
- No page numbers.
- Excessive use of headings.
- Headings would have helped to structure your thoughts.
- Physical appearance of essay suggested that it was completed in a rush.

**Content: (weight 30%)**
- Raised relevant issues to answer questions.
- Linked disparate issues.
- Arguments were logical and coherent and compelling.
- Ideas and arguments needed to be developed.
- Discussion was too general, too shallow.
- Levels of ‘critical analysis’ were encouraging.
- You have not sufficiently grasped the notion of ‘critical analysis’.

**Style: (weight 10%)**
- Good writing style.
- Interesting and readable.
- English expression needs attention, especially grammar, sentence construction.
- Evidence of inadequate editing and spell checking.
- Length was excessive.
- Length was insufficient.

**Referencing and Acknowledgement Declaration: (weight 20%)**
- References supported your arguments.
- Insufficient reading.
- Further reading would have enhanced your arguments.
- Did not follow the prescribed method.
- Insufficient referencing of ideas.
- Overused references to the point where your own works and ideas were difficult or impossible to identify.
- Overused one or more referenced sources.
- Insufficient references of direct quotes.
- Signed ‘acknowledgement’ declaration on cover sheet.
# ACCY211 Module Topics

**With**

**Tutorial and Workshop Details**

**Autumn 2004**

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<th>Due this week</th>
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<th>TOPIC</th>
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<th>WORK SHOP</th>
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<td>1</td>
<td>Introduction An overview of Management Accounting</td>
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<td>1 – 5 March</td>
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<td>2</td>
<td>Cost Terms and Purposes</td>
<td>2</td>
<td>1-18, 1-30</td>
<td>Chapter 1: 2, 4, 6, 16, 17, 19 &amp; 25</td>
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<td>8 – 12 March</td>
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<td>4-16, 4-17</td>
<td>Chapter 4: 1, 2, 9, 18, 20 &amp; 33 Excel Application: 4-28</td>
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<td>6, 7</td>
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<td>Introduction to Flexible Budgets and Variance Analysis</td>
<td>7, 8</td>
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<td>5 – 8 April</td>
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<td>Lecture 1 time to be used for: Midterm Exam Lecture 2: Flexible Budget and Variance Analysis</td>
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<td>9 – 16 April</td>
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<thead>
<tr>
<th>Date</th>
<th>Week</th>
<th>Topic</th>
<th>Chapter(s)</th>
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<td>Excel Application: 9-16</td>
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<td>April</td>
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<tr>
<td>3 – 7</td>
<td>10</td>
<td>Allocation of Support Department Costs and Revenues</td>
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<td>Process Costing</td>
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<td>May</td>
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<td>Process Costing: Spoilage, Rework and Scrap Review of the subject</td>
<td>Chapter 17: 3, 24, 25, 27, &amp; 28</td>
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<tr>
<td>May</td>
<td>13</td>
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<td>Chapter 18: 2 &amp; 16</td>
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