(A) What ACCY 211 is about:

ACCY 211 is the second of three management accounting subjects. The first of these three subjects is considered to be the portion of ACCY 101 which deals with management accounting. ACCY 101 or equivalent is a prerequisite for ACCY 211. The second of these three subjects is ACCY 211 (Management Accounting II). The third of these three subjects is ACCY 312 (Management Accounting III) which is the final subject in the management accounting segment of the undergraduate degree. ACCY 211 is a pre-requisite for ACCY 312.

Generally speaking, management accounting fulfils a need by providing relevant information to managers of organisations for planning, controlling and other decisions. This information can come directly from the cost system or is obtained especially for the decision.

**ACCY 211 deals almost entirely with different cost systems.** However it does introduce special information for decisions. This will be continued in ACCY 312.

When management accounting records the costs of products and services, these records comprise the cost system (eg job cost system, process cost system, activity based cost system). The type of cost system chosen depends on the nature of production in the organisation and the kind of information wanted, among other things. For example, a conventional production and management system would likely use a job costing or process costing cost system. Alternatively, a contemporary production and management system (eg. MRP, JIT, TQM, etc) would probably use an Activity-Based-Cost System or a Life Cycle Cost System.

We will also be developing an understanding of cost as just one indicator of performance that management uses to judge the organisation’s progress. Another important contemporary performance indicator is quality, and we will introduce this indicator as well, to be continued in ACCY 312.

Aside from the CONTENT discussed above, we will concentrate on generic skills such as COMMUNICATION skills and TEAM skills:

(a) written literacy in an ESSAY

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1 Students are reminded that ACCY 211 and ACCY 212 cannot be counted together for the purposes of completing any degree at the University of Wollongong. You should be enrolled in either ACCY 211 or ACCY 212.
(b) verbal literacy in workshop TEAMS and in tutorials.
(B) What you should learn from ACCY 211

At the conclusion of ACCY 211, students should be able to:

(i) in general understand the basic criteria for choosing relevant information for planning, controlling and other decisions.

(ii) understand the context of different cost systems...what kind of production system (eg. Job, Batch, Process, Just in Time) and management approach are being used.

(iii) understand different cost systems... the information to be gained from them, how they operate, their uses and limitations, and criteria for choosing the optimal cost system.

(iv) communicate, verbally and in written form the essence of the above material in a clear and simple manner.

(C) Materials to buy (compulsory)


(Cost of text at the book store is approximately $65.95.

(D) Materials available in Closed Reserve in the library

Lecture notes will be available approximately on the Monday following lectures.

Tutorial solutions and workshop solutions will likewise be available approximately on the Monday following.

Morse, WJ & HP Roth, Cost Accounting (3rd Ed) Addison-Wesley, 1986.
Raiborn, CA, JT Barfield & MR Kinney; Managerial Accounting (3rd Ed), West, 1996.


This text is especially valuable for tutorial work. It contains many fully-worked solutions to a wide range of problems which cover many topics in the course.

(E) **Materials available in Resource Room**

Lecture notes will be available approximately on the Monday following lectures.

Tutorial solutions and workshop solutions will likewise be available approximately on the Monday following.

Resource Room hours are limited:

Monday – Friday 10.00 to 12.00, 1.00 to 3.00

from 4.1.99 to 12.2.99

(F) **How to learn ACCY 211**

(i) **Lectures** - attendance at lectures is compulsory and will be recorded. Lectures will organise, explain, and simplify the text in the context of the subject content. Each topic will be put into context within the larger framework of the subject. **Lecture outlines will be put into the Closed Reserve and Resource Room.**

(ii) **Workshops** - attendance is compulsory, will be recorded and may be used for borderline cases at the end of the session. **The workshop will be your first hands-on experience with the lecture materials.** Problems will be practiced in the workshop, getting you ready for tutorials. Practice will be in the form of TEAMS of variable size consisting of individuals coordinating and communicating.

(iii) **Tutorials** - attendance is compulsory. If you have illness or personal problems at any time see the Subject Coordinator, Larry Blackett in room 40.315 with suitable evidence as soon as possible. **Tutorial problems are to be done at home in advance.** These will be collected periodically and count towards the 10% tutorial assessment mark (along with your participation in class).

(iv) **Access to Solutions:**

Answers to workshop and tutorial problems will be placed in the Closed Reserve Section of the library and the Resource Room.

(v) **See your tutor**

You have seen problems demonstrated in lectures. You have tried problems in workshops. You have tried the text worked examples. You have attempted your tutorial problems in advance of tutorials. You have seen the solutions developed in tutorial class. Yet you still don’t know how to do it! **See your tutor!**

**SUCCESS RULE ONE:** The secret to success in ACCY 211 is to do problems.

**SUCCESS RULE TWO:** See Rule One.

(vi) **Summary Of Learning Resources**
• **lectures** to organise, simplify, explain the text, select content from the text to suit the subject, to guide student work, to work through problems.

• **workshops** for hands-on experience with problems and their solutions.

• **tutorials** for problems and their solutions

• **extra problems:** if you wish to do extra problems from your text, your tutor will have solutions to discuss with you. Also see “Teoh and Funnell” which provides many fully worked problems.

• parts of the solutions manual will be made available progressively as the subject unfolds.

(G) **Assessment**

- Mid Session Exam (see H) 20%
- Essay (see K) 10%
- Tutorial Performance (see I) 10%
- Final exam (see J) 60%
- Total 100%

(H) **The Mid Session Exam** contains multiple choice questions up to and including variable and absorption costing systems. The exam will take place in the lecture on **Wednesday, 6 January 1999**.

(I) **The tutorial performance** will be based mainly on your attempts at tutorial problems (some of these will be collected) and your performance in class.

(J) **Final Exam** details will be given later in the subject.

To be considered for at least a passing grade in Management Accounting II students must attain a minimum of 40% in the final examination. This rule will be strictly enforced.

(K) **Essay**

Length: 1,000 words

Due Date: **5.00 pm Friday, 15 January 1999, in the box in front of 40.315.**
No extensions will be given unless agreed to by Subject Coordinator, Larry Blackett. Do not ask unless your reason is serious. The due date allows plenty of time to complete the assignment. (Late essays will be penalised by 1 mark (out of 10) for each day, including weekends, for which they are late.)

Mandatory essay presentation requirements are:

1. The essay is to be typed.
2. *Double spacing* is to be used throughout. This means double spacing between the lines, not between the words on the line as some students each year seem to think.
3. A duplicate of the essay is not usually required but I advise you to have a hard copy available. Students must ensure that they have the capacity to provide a duplicate, should this be requested, at short notice. Problems with computers, software, lost disks etc will *not* be accepted as an excuse for failing to meet this condition. It is each student’s responsibility to ensure that they maintain their work on secure disks with a copy located away from the original.
4. The pages should be numbered.
5. At the front of the essay there must be a title page showing your name, your tutorial class, the date the essay is due and the topic as given.
6. A synopsis of no more than 150 words is to preface the essay.
7. There must be a generous left hand margin of about 40 mm to allow for written comments.
8. All essays should include a list of references. All borrowed material, including direct quotations, should be appropriately acknowledged. The referencing procedure used should be in accordance with the conventions required for papers submitted to the *American Accounting Review*. A copy of these guidelines, referred to as “Notes to Authors”, is reproduced each year in one of the quarterly issues of the *American Accounting Review*. The Closed Reserve has a copy of these Notes.
9. To show that each student has consulted the *Accounting Review* guidelines, a photocopy of them must be attached to the back of the essay. This way there can be no excuses for improper presentation. Students who fail to comply with these guidelines will have their essay penalised.

The essay will be penalised for failure to meet any of these requirements.

*Students not submitting the essay by the last day of classes (3 February 1999) in the absence of accepted documented reasons, will fail the subject.*

(L) **Essay Topic**

“Discuss the future of Management Accounting with respect to changes in technology”.

OR

“Discuss the future of Management Accounting with respect to change in Information Technology (IT)”.
### Summary of the Compulsory Requirements of ACCY 211

- Attend tutorials and participate. Submit solutions to the tutor as required.
- Sit the mid-session test.
- Submit the essay in the manner prescribed.
- Sit the final examination.

(M) **Supplementary Final Examination**

- See the statement of University Policy in the Undergraduate Calendar.
- See the statement of Departmental policy, copies of which are available in the Closed Reserve.

Tell the Subject Coordinator what has happened.

(N) **Access to Lecturer, workshop leader and tutor.**

Management Accounting II will be the responsibility of Larry Blackett. Enquiries of an administrative nature should be directed to Larry Blackett.

<table>
<thead>
<tr>
<th>Staff</th>
<th>Room</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Larry Blackett</td>
<td>40.315</td>
<td>(02)42214009</td>
</tr>
<tr>
<td>Subject Co-ordinator</td>
<td></td>
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<tr>
<td>Lecturer</td>
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<tr>
<td>Tutor, Workshop Leader,</td>
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</tbody>
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The times at which Larry Blackett is available for consultation are displayed on his office door.

**STUDENTS WITH DISABILITIES**

The University Education Committee has requested that the following statement be included in all subject outlines:

*If a student with a disability requires reasonable accommodation in this subject, they are strongly advised to discuss the issues early in the session with one of the following people: the Disability Liaison Office, Faculty Disability Adviser and the subject co-ordinator.*

Dr Janet Moore is the acting Faculty Disability Adviser as well as the Acting Sub Dean and can now be found in 40.347 on extension 4005.

December 1998
Larry Blackett
Subject Co-ordinator