Spring 1-2016

**ACTG 202.02: Principles of Managerial Accounting**

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ACTG 202 Principles of Managerial Accounting: Continuation of ACTG 201 with a focus on managerial accounting topics.

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Class: MW 12:40 to 2:00 (Section 2) GBB 123 CRN #31220  
Office hours: MW 2:15 to 3:45 pm

Prerequisites: ACTG 201 with a grade of C- or better and M115, M121, M151 or M162 with a grade of C- or better. Prerequisites are strictly enforced. Students who have not met the prerequisites for this course will not receive credit for any course work completed, and will receive a failing grade for this course. This course is not available as CR/NCR, regardless of major. You must earn a C- or better in ACTG 202 to enroll in upper division business courses. If you are planning on becoming an accounting major, seeking the AIS certificate, or applying for the Master of Accountancy program, you must earn a C or better in ACTG 202.

Major Field Test: All business majors must take and pass the Major Field Test (a national test of business knowledge) before graduating. Material from ACTG 202 is included on this test.

Early Alert: Students will be notified if their course performance is below the C level at the 4th or 5th week of the semester.

Additional Course Information:

- This course is offered in the fall and spring semesters.
- You must earn a C in this course before taking upper division business courses.
- Monday, March 28, is the last day to drop this course without a petition as specified in the University of Montana catalog.

Required textbook: The main textbook for this course is Managerial Accounting, 15 edition (copyright 2015), by Ray Garrison, Eric Noreen, and Peter Brewer. Note: The textbook sold in the bookstore is a customized version of the Managerial Accounting textbook. It is less expensive than a full textbook and contains only the material that will be covered in this course.

The new custom textbooks sold in the bookstore include a Connect Plus Access Code card. McGraw-Hill's Connect Accounting is a web-based homework management system.

+ LearnSmart  
+ extra assignments  
+ free access for three weeks  
+ online resources if you have questions when I'm not in my office  
+ ebook  
+ Foundational 15

- either buy a new book or buy the access code card
The textbook companion site, http://www.mhhe.com/garrison15e, also has many good resources for students.

- free
- practice quizzes
- check figures for homework

**Required calculator:** The Department of Accounting and Finance requires all students to use the TI BAII+ calculator in ACTG and BFIN courses. The use of phone apps is not permitted.

**Moodle:** You must have a Moodle account. If you have problems using this account, please go to the Help Desk in GBB 209 (the computer lab). Phone: 243-4282. I will post grades and announcements on Moodle. Please post your picture and list several interests. Check Moodle frequently!

- selected solutions to textbook exercises

**Tutoring Services:** Information will be provided

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**Attention Juniors (60-90 cr):** Please be sure to attend one of the **mandatory** bystander intervention trainings. The University has worked hard over the past few years to help ensure that students have the information and tools they need to stop, prevent, and address the effects of sexual harassment, including sexual assault, discrimination, and retaliation. We know that bystander intervention training is an effective prevention tool and will be useful not only at UM, but as you enter your careers. **You must complete this training prior to registering for fall 2016.** Sophomores can complete the training now and not have to repeat it next year. A list of scheduled trainings is posted at: www.umt.edu/safety/training/bystander.

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**E-mail:** According to University policy, faculty may only communicate with students regarding academic issues via official UM email accounts. Accordingly, students must use their UM accounts. E-mail from non-UM accounts will likely be flagged as spam and deleted without further response. To avoid violating the Family Educational Rights and Privacy ACT, confidential information (including grades and course performance) will not be discussed via phone or e-mail. All e-mail communications should be professional in tone and content. A professional e-mail includes a proper salutation, grammar, spelling, punctuation, capitalization, and signature.

**Disability Services for Students:** Students with disabilities will receive reasonable modifications in this course. The student’s responsibilities are to request modifications from me with sufficient advance notice and to be prepared to provide official verification of disability and its impact from Disability Services for Students. Please speak with me after class or during my office hours to discuss the details. For more information, visit the Disability Services for Students website at http://www.umt.edu/disability

**University Student Conduct Code:** All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and/or a disciplinary sanction by the University. The University of Montana Student Conduct Code specifies definitions and adjudication processes for academic misconduct and states, “Students at the University of Montana are expected to practice academic honesty at all times.” Section V.A. available at http://www.umt.edu/vpsa/policies/studentconduct

All students need to be familiar with the Student Conduct Code. It is the student’s responsibility to be familiar with the Student Conduct Code.

**School of Business Administration Code of Professional Conduct:**
http://www.business.umt.edu/Soba/SoBAEthics/CodeofProfessionalConduct.aspx

**Grievance Procedures:** The formal means by which course and instructor quality are evaluated is through the written evaluation procedure at the end of the semester. The instructor and department chair receive copies of the summary evaluation metrics and all written comments after course grading is concluded. Students with concerns or complaints during the semester should first communicate these to the instructor.
This step almost always resolves the issue. If the student feels that the conflict cannot be resolved after meeting with the instructor, the student should contact the department head. If, after speaking with the department head and the instructor, the student still feels that the conflict has not been resolved, contact the Associate Dean of the School of Business Administration.

Drop policy: http://www.umt.edu/catalog/acad/acadpolicy/default.html

Incomplete policy: http://www.umt.edu/catalog/acad/acadpolicy/default.html

School of Business Mission Statement: The University of Montana’s School of Business Administration enhances lives and benefits society by providing a world-class business education in a supportive, collegial environment.

We accomplish this mission by acting on our shared core values of creating significant experiences, building relationships, teaching and researching relevant topics, behaving ethically, and inspiring individuals to thrive.

As part of our assessment process and assurance-of-learning standards, the School of Business Administration has adopted the following learning goals for our undergraduate students:

Learning Goal 1: SOBA graduates will possess fundamental business knowledge.
Learning Goal 2: SOBA graduates will be able to integrate business knowledge.
Learning Goal 3: SOBA graduates will be effective communicators.
Learning Goal 4: SOBA graduates will possess problem solving skills.
Learning Goal 5: SOBA graduates will have an ethical awareness.
Learning Goal 6: SOBA graduates will be proficient users of technology.
Learning Goal 7: SOBA graduates will understand the global business environment in which they operate.

In addition, the Department of Accounting and Finance prepares ethically aware decision makers with effective analytical and qualitative business knowledge and skills to become professionals in their respective fields. We commit to high quality teaching and applying scholarship to professional practice and theory.

The undergraduate accounting program is committed to preparing students to apply accounting and business knowledge in organizations. The accounting faculty have adopted the following learning goals for our undergraduate accounting students:

Learning Goal 1: Accounting majors will possess fundamental accounting knowledge.
Learning Goal 2: Accounting majors will be effective writers.
Learning Goal 3: Accounting majors will critically analyze and solve problems, using technology where appropriate.
Learning Goal 4: Accounting majors will understand the importance of ethics to the accounting profession and demonstrate ethical decision making.

Course Learning Goals for ACTG 202: This course is a continuation of ACTG 201 with a focus on managerial accounting topics. After completing this course, students will possess basic measurement skills that managers use to support planning, controlling, and decision-making activities in organizations. This includes a basic understanding of:

- Cost behavior
- Job-order costing
- Cost-volume-profit relationships
- Activity-based costing
- Budgeting
- Standard costing
- Decision making using differential analysis
- Capital budgeting
- Statement of cash flows
- Financial statement analysis

Grading: This course must be taken for a letter grade. Minimum required grade: C-. (If you are an accounting major, seeking the AIS certificate, or applying for the Master of Accountancy program, you must earn a minimum grade of C.) Final course grades are not negotiable.
Exam #1      50 points
Exam #2      50
Exam #3      70
Exam #4      50
Comprehensive final exam 100
Career development activities 15
Professionalism, preparation and positive participation 15
Total possible 350 points

90 to 100% = A  60 to 69.99% = D
80 to 89.99% = B  Below 60% = F
70 to 79.99% = C

Exams: Exams will cover all material presented in class, handouts, and material from the book. Students must use an approved calculator. If a student forgets a calculator, the student will do the math by hand. Dictionaries, cell phones, tablets, notepads, notes, or other assisted items are not allowed. Students will use Scantron forms to complete a portion of each exam, and the Scantron forms must be completed prior to the end of the exam time. For these questions, only answers on the Scantron form are graded, so complete it with care.

You must adhere to and sign the following statement for each test:

- “I have not received, I have not given, nor will I give any assistance to another student taking this exam, including discussing the exam with students in another section of the course. I will not remove the exam from this room, either on test day or the day it is reviewed in class. This exam belongs to the Department of Accounting and Finance.

- I understand that such acts of academic dishonesty may be penalized to the full extent allowed by the University of Montana Student Conduct Code, including receiving a failing grade in the course. Further, I recognize that I am responsible for understanding the provisions of the University of Montana Student Conduct Code as they relate to this academic exercise.

- I understand the examination policies, which include not leaving the room for any reason during an exam. If I leave the room, I understand the instructor will consider my examination to be completed.”

Students must take exams on their regularly scheduled days unless they have an excused absence. Excused absences include ONLY (1) University-approved absences, (2) documented health emergencies, (3) civil services such as military duty and jury duty, and (4) other emergencies deemed appropriate by the instructor. In all cases, the instructor must be notified prior to the exam unless the emergency makes such notification infeasible. Makeup exams will be significantly different than the regular exams.

Professionalism, preparation, and positive participation: I expect you to attend class and to participate professionally in class activities. Consider this class a “professional business meeting.”

- Attendance is mandatory with your name card clearly marked.
- If you are absent, it is your responsibility to obtain missed material from your peers, so establish contact with other students in the class immediately.

You must:
- Remain in the class for the duration of the class (no arriving late, leaving early, or taking breaks)
- Bring all materials needed for the class.
- Turn off your phone during class.
- Remove earphones/buds during class.
- Be an active listener—not talking while others are talking, including the professor.
• Refrain from using any technology not required for class at that time.
• Complete your homework according to the course schedule.
• Participate as appropriate.
• Introduce yourself to me, probably more than once!

Failure to follow the guidelines of professionalism may result in you being asked to leave the classroom and it will affect your grade.

This course has a relatively high failure (retake) rate, as students mistakenly do not take these warnings seriously.

• Accounting is an extremely rigorous subject. The student is expected to take responsibility for learning the material. Education research shows that students are better able to master material and retain knowledge if they come to class prepared for the day's topic. Therefore, I strive to optimize your learning experience by expecting you to read the assigned material and review the assigned chapter questions before these topics are discussed in class.
• Expect to spend at least 2 hours of outside class for each hour in class. This is a minimum of 6 hours per week outside of class. This time may be increased if you are having difficulty. "Time" alone does not guarantee mastery of the material.
• Read the assigned material, use the online resources, and attempt the homework before coming to class. Class coverage will not be sufficient to master the material.
• Only YOU can determine if you've completed the following. These are not a guarantee of success, but they're the best advice I can give you!

Attend every class?
Read the chapter before we discuss it in class?
LearnSmart?
Foundational 15?
Practice quiz?
Answered all of the questions in the book?
Review problem in the book?
Extra assignments on Connect?
Tutor opportunities?
Office hours?
Made flash cards of each term in the glossary?
Tried the selected exercises BEFORE you look at the solutions posted on Moodle?
Chapter Coverage, Homework, Quizzes, and Exams
(Subject to change!)

Chapter 14  Statement of Cash Flows
Exercises 14.2, 14.4, and 14.5 (answers posted on Moodle)

In-class homework due January 27:  P14.7

Chapter 15  Financial Statement Analysis
Exercises 15.2, 15.3, 15.4, 15.5, and 15.6 (selected ratios)

In-class homework due February 3:  P15.14 (a through e), and P15.15 (selected ratios)

Exam #1  Monday, February 8

Chapter 1  Managerial Accounting:  An Overview
Exercises 1.2 and 1.5

Chapter 2  Managerial Accounting and Cost Concepts
Exercises 2.3, 2.4, and 2.5

In-class homework due February 22:  P2.21 and P2.23

Chapter 3  Job-Order Costing
Exercises:  3.3, 3.4, 3.5, 3.6, and 3.10

In-class homework due February 29:  E3.16 and P3.24

Exam #2  Wednesday, March 2

Chapter 5  Cost-Volume-Profit Relationships
Exercises:  5.1, 5.4, 5.5, 5.6, 5.7, 5.8, 5.9, and 5.13

In-class homework due March 9:  P5.20 and P5.21

Chapter 7  Activity-Based Costing
Exercises:  7.1, 7.2, and 7.3

In-class homework due March 14:  E7.15
Chapter 8 Master Budgeting
Exercises: 8.1, 8.2, 8.3, 8.4, 8.5, and 8.7

In-class homework due March 16: P8.27

Exam #3 Monday, March 21

Chapter 9 Flexible Budgets

In-class homework due March 28: P9.19

Chapter 10 Standard Costs and Variances
Exercises: 10.5 and 10.8

In-class homework due April 13: P10.11 and P10.13

Exam #4 Monday, April 18

Chapter 12 Differential Analysis
Exercises: 12.1, 12.2, 12.3, 12.4, and 12.17

In-class homework due April 27: P12.18 and P12.21

Chapter 13 Capital Budgeting Decisions

In-class homework due May 4: P13.23

Comprehensive Final Exam
Tuesday, May 10, 2015
5:30 to 7:30 pm