

Course Prospectus:

ACCT 252 – Using Accounting Information



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PREREQUISITES & COREQUISITES: None.

COURSE CREDIT: Three (3) semester hours.

REQUIRED TEXT: Kimmel Paul, Jerry Weygandt and Donald Kieso. *Managerial Accounting: Tools for Business Decision Making*. 6th ed. USA: John Wiley and Sons, Inc., 2011. (This text is designed to be kept as a reference resource upon the conclusion of the course).

ADDITIONAL READINGS: Additional readings will periodically come from church literature and other sources. The appropriate web links will be designated on the course web site. Be sure NOT to miss these readings as listed on the lesson pages of the course.

COURSE DESCRIPTION: This course introduces the use of the accounting information to manage, measure, and improve the performance of a business enterprise or nonprofit corporation, and to make decisions about future operations. Emphasis is on managerial accounting concepts for external and internal analysis, reporting and decision-making. Upon completion, students should be able to analyze and interpret transactions relating to managerial concepts including product-costing systems.

COURSE OBJECTIVES: The objective of ACCT 252 [Managerial Accounting](#) is to introduce students to the study of internal business decisions. Business owners and managers make decisions on a regular basis of products, service and even larger decisions concerning programs and product lines that effect the overall direction of the company and can mean the difference between success and failure on a wide-scale or individual departments. There are three broad objectives of the Management Accounting System:

1. To provide information for costing out services, products and other objects of interest to Management.
2. To provide information for planning, control and evaluation.
3. To provide information for decision making.

Students taking [Managerial Accounting](#) will learn to prepare and interpret basic cost concepts and their application to internal decision making including Planning, Controlling and Decision Making. Students will also learn the basics of how costs flow to the Income statement. See below for detailed Class Schedule and chapters covered by this course.

TECHNOLOGY ACCESS: This course requires web access and the student also has to have an established email account. The following free ware may be useful for this course.

- *Adobe Acrobat Reader* is necessary to view documents that are PDF files. It may be downloaded **for free** at <http://www.adobe.com/products/acrobat/readstep2.html>, which may then be installed and used to access PDF documents on the course website.

PROCTORED EXAMS: There will be two (2) online proctored exams required in this course. A proctored exam is one that is overseen by an impartial individual (called a proctor) who monitors or supervises a student while he or she is taking an exam. The proctor ensures the security and integrity of the exam process.

The proctoring process helps assure that the student who takes a proctored examination in a course is the same person who enrolled in the course and that examination results reflect the student's own knowledge and competence.

COURSE LECTURES: Course lectures will take the format of both video and audio. PowerPoint slides will accompany lectures and videos will also periodically be available for download with lectures. See the course website for details. **LECTURE SCHEDULE IS SUBJECT TO CHANGE.....**

NOTE TIME ZONE ISSUES: Please note that due dates and times relate specifically to the time zone you reside in. You may see an 11:59pm due time on the specific assignment, but this is designed to allow all students, from the western-most time zones to submit assignments on time. If the assignment states that your deadline is "noon" or "10pm", this is *specific to whatever time zone you reside in*. The time zone delineation is also a matter of fairness to all students.

COURSE REQUIREMENTS:

1. **Submit assignments on or before the date due.** No late or make-up assignments will be allowed except for extreme circumstances (permission of instructor is necessary).
2. **Students will be responsible for the chapter readings** that correspond with the class lecture. Be sure to read the chapter prior to logging in and completing the weekly assignment. Readings will correspond with in-class assignments and will help you be better informed. Completing the readings in advance will make the assignments make more sense to you!
3. **Icebreaker/Biography Forum Post:** All students are required to post a brief biography to the forum **by the first Friday of class**. The assignment is worth **25 points**. Along with the biography that addresses the following questions, post two reply/comment posts on the biographies of your classmates. Also, *if you do not have a profile picture on Populi already*, please send me an e-copy of a recent PHOTO of yourself, for your fellow classmates' (as well as my) benefit. You should send this photo via email to my email address at jruddlesden@lccg.org. Make sure to put ACCT 251 PHOTO in the subject line. In your forum post, briefly answer the following questions (please limit your comments to 200 words):
 - a. Your name and the church area that you attend.
 - b. How long you have been part of/attending the church.
 - c. Why you are taking this particular course and what you hope to learn.
 - d. Whether or not you have taken any other Living University courses.
4. **10 quizzes** will be given throughout the course. There will be a quiz on each of the 10 units covered in class. Quizzes will be multiple choice, matching or short answer, and open book and notebook. Quizzes will address chapter readings, assignments, and lectures. Your quiz is due by 8pm in your time zone, on the last day of each unit, typically Sundays (however the last date is a Monday). Quizzes are worth **25 points** (total=250). **IMPORTANT NOTE:** Although the quizzes are open book and notebook, you really need to "study" ahead of time for these assessments. If you study ahead of time by reviewing your notes and the chapters covered, it will greatly expedite your quiz time on task. If you do not study ahead of time, the quiz will end up taking a great deal of time. There should be NO discussion with classmates regarding the quizzes.
5. **Homework** will be given for each unit covered and will be posted each week. It will be graded for completion 80% and accuracy 20%. Each unit will be worth **50 points** (total =500). In order to learn the concepts, students must diligently keep up with the practice problems assigned for each unit.

6. **Mid-Term Exam.** There will a Mid-Term exam covering chapters 1 -5. The Exam will be a proctored exam worth **100 points**.
7. **Final Exam.** There will a final exam at the end of the course covering cumulative topics and concepts from all lessons. The Exam will be a proctored exam worth **125 points**.

SUMMARY OF COURSE REQUIREMENTS	POINT VALUE		Letter Grade	Total Points
Biography Forum Post	25			
10 quizzes (25 points each)	250		A	900 points or above (90%)
Homework (50 points each)	500		B	800-899 points (80%)
Mid Term	100		C	700-799 points (70%)
Final Exam	125		D	600-699 points (60%)
Total	1000		F	599 points or below

COURSE TOPICS AND ASSIGNMENTS:

Lesson	Topics	Assignments
1	Introduction, Syllabus, Explain Assignments. CH 1 & 2 Job Order Costing	Read CH 1 & 2 – Homework and Quiz, Post Intro Biography
2	CH 3 Process Costing	Read CH 3 – Homework and Quiz
3	CH 4 Activity Based Costing	Read CH 4 – Homework and Quiz
4	CH 5 Cost – Volume-Profit	Read CH 5 – Homework and Quiz
5	CH 7 Incremental Analysis	Read CH 7 – Homework and Quiz
6	CH 8 Pricing	Read CH 8 – Homework and Quiz
7	CH 9 Budgetary Planning	Read CH 9 – Homework and Quiz
8	CH 10 Budgetary Control	Read CH 10 – Homework and Quiz
9	Spring Recess	No Assignments
10	CH 13 Financial Statement Analysis	Read CH 13 – Homework and Quiz
Mid Term	Mid Term Covering CH 1-5	
Final Exam	Final Exam Covering all lessons	