



Rotman Commerce UNIVERSITY OF TORONTO

COURSE OUTLINE

RSM222H1S

MANAGEMENT ACCOUNTING (I)

WINTER 2015

Class time location, and instructor	L0101	Monday	10-12am	WO 20	Gus De Franco
	L0201	Monday	12-2pm	WO 20	Gus De Franco
	L0301	Tuesday	10-12pm	WO 25	Gus De Franco
	L0401	Tuesday	12-2pm	WW121	Gus De Franco
	L0501	Tuesday	2- 4pm	WO 25	Hai Lu
	L0601	Tuesday	4- 6pm	WO 25	Hai Lu
	L5101	Tuesday	7- 9pm	WO 20	Amy Kwan
	L0901	Wednesday	4- 6pm	WO 25	Amy Kwan
	L1001	Thursday	8-10am	WW119	Donna Losell
	L0701	Thursday	10-12am	WO 20	Eszter Palancz
L0801	Thursday	12- 2pm	WO 20	Eszter Palancz	
Tutorial time and location	T0801	Thursday	10-11am	UC 52	
	T0101	Thursday	11-12pm	SS 1074	
	T0901	Thursday	12-1pm	SS 2105	
	T0201	Thursday	1-2 pm	SS 1086	
	T0301	Thursday	2-3pm	WO 30	
	T0401	Thursday	3-4pm	WW 120	
	T0501	Friday	9-10am	WO 25	
	T0601	Friday	10-11am	WW119	
	T0701	Friday	11-12pm	WW119	
	T1101	Friday	12-1pm	SS 1088	
T1001	Friday	1-2 pm	SS 2127		

Instructor contact information	Hai Lu (course coordinator), RT530, hai.lu@rotman.utoronto.ca Gus De Franco, RT537, Gus.Defranco@rotman.utoronto.ca Donna Losell, RT 529, losell@rotman.utoronto.ca Amy Kwan, amyk.kwan@utoronto.ca Eszter Palancz, Eszter.Palancz@Rotman.Utoronto.Ca	
Office hours	Hai Lu	Thursday 2:30-3:30pm, RT530
	Gus De Franco	Tuesday 3-4pm, RT537
	Donna Losell	Time TBA, RT529
	Amy Kwan	Time TBA, Room TBA

	Eszter Palancz, Time Thursday 2:30-3:30, RT 3050 We are also available by appointment. To schedule an appointment, please send us an e-mail in advance to let us know what you would like to discuss.
Head TA	Jenny Shang, jenny.shang@mail.utoronto.ca
Course Website	http://portal.utoronto.ca
Prerequisite	<i>Rotman Commerce Students: RSM219H1 Employment Relations or Human Resource Management: MCT201H1</i>
Required text	Garrison, Libby, Webb, <i>Managerial Accounting</i> , Tenth Canadian Edition, McGraw Hill Ryerson, 2015.

COURSE DESCRIPTION

Management accounting focuses on the use of accounting information to facilitate the success of manufacturing, service, governmental, and not-for-profit organizations. Business processes and organizations have been changing in response to increased global and domestic competition. These changes include aggressive cost reduction, outsourcing, rightsizing and reengineering, total quality management, advanced manufacturing technologies, and increased use of information technologies. As a result, management accountants play a strategic role in developing and presenting both financial and non-financial information that is critical for the organization's success.

The primary objective of this course is to enable you to make effective use of management accounting data. A secondary objective is to develop the analytical skills necessary to diagnose complex business problems in accounting context.

You will study how accounting information can be used intelligently to make business decisions in a global business environment. The world of management accounting is dynamic, and you will combine the study of traditional concepts and techniques with that of the most recent advances in management accounting.

The course is designed to help you understand the concepts and applications of cost management principles, and to provide an opportunity for you to develop skills in applying these principles through exercises and cases.

GRADE DETERMINATION

Class participation		5%
Homework		12%
Midterm test	Tues Feb 24, 8:10pm-10:00pm	28%
Group project	See the description below	15%
Final exam	During final examination period	<u>40%</u>
Total		<u>100%</u>

REQUIREMENTS AND CRITERIA

Class Participation

The primary goal of the individual participation portion of the grade is to reward you for your preparation and individual contributions to the learning environment. It includes but not limit to attendance, asking and answering questions, in-class quiz, etc.

Homework

We ask you write up and submit a summary (memo) of three cases before they are discussed in class. They will be graded by effort and accuracy. The homework must be completed individually and should be submitted to **both** blackboard **and** turnitin.com.

You are required to purchase cases through Harvard Business School Publishing (HBSP) online. Your instructor will provide the link to the purchasing link. The cases are copy right material. Do not distribute or post.

Term Test

The term test will be held on Tuesday February 25 from 8:10 pm to 10:00 pm. It will be an hour and fifty minutes long and will consist of multiple choice questions, short answer questions, and problems. The term test will cover material from Class 1 to 6, inclusive.

Aids Allowed

No study aids are allowed. You may use a non-programmable hand-held calculator.

Absence from the test

Students who miss a test or assignment for reasons entirely beyond their control (e.g. illness) may submit a request for special consideration. Provided that notification and documentation are provided in a timely manner, and that the request is subsequently approved, no academic penalty will be applied.

In such cases, students must notify Rotman Commerce on the date of the missed test (or due date in the case of course work) and submit supporting documentation (e.g. [Verification of Student Illness or Injury form](#)) to the Rotman Commerce Program Office within **48 hours** of the originally scheduled test or due date. Students who do not provide Rotman Commerce or the instructor with appropriate or sufficient supporting documentation will be given a grade of 0 (zero) for the missed test or course deliverable.

Note that the physician's report must establish that the patient was examined and diagnosed at the time of illness, not after the fact. Rotman Commerce will not accept a statement that merely confirms a report of illness made by the student and documented by the physician.

The students who follow the above procedures will have their marks reallocated to the final exam (68%). Failure to do so will result in a grade of zero. There will be no make-up term test.

Group Case Assignment

Students should start to organize themselves into groups of four or five students. Group members have to come from the sections taught by the same instructor. The group project and instructions will be distributed after the term test. The assignment is due at 11:00PM on Friday April 4th. The assignment should be submitted through **both blackboard and turnitin.com.**

To Use Turnitin.com

Students will be required to submit the group assignment to Turnitin.com for a review of textual similarity and detection of possible plagiarism. In doing so, students will allow their project to be included as source documents in the Turnitin.com reference database, where they will be used solely for the purpose of detecting plagiarism. The terms that apply to the university's use of the Turnitin.com service are described on the Turnitin.com website.

Late assignments

Late assignments will not be accepted under any circumstance, and will be assigned a grade of zero.

Independent group work

All work is to be performed exclusively by the members of the group and all group members must contribute their fair share to each assignment. Your assignment is not to be shared with any student who is not a member of your group.

Group Work

Learning to work together in teams is an important aspect of your education and preparation for your future careers. That said, project-based teamwork is often new to students and you are therefore reminded of the following expectations with respect to behaviour and contributions to your team project.

1. Read the document entitled, "Working in Teams: Guidelines for Rotman Commerce Students" which is available on the RC portal under the Academic Services tab.
2. When working in a team, Rotman Commerce students are expected to:
 - Treat other members with courtesy and respect;
 - Honour the ground rules established by the team;
 - Contribute substantially and proportionally to the final project;

- Ensure enough familiarity with the entire contents of the group project/assignment so as to be able to sign off on it as original work;
- Meet the project timeline as established by the team.

3. Resolving conflicts:

Conflicts are part of the team's process of learning how to work together effectively and when handled well can generate creativity and bring-multiple perspectives to the solution.

Student teams are collectively expected to work through their misunderstandings as soon as they arise (and prior to submission of the final project). In cases where teams are unable to arrive at a solution that works for all members, the team must meet with the Rotman Commerce Team Coach** as soon as possible. The Coach will listen to the team and help develop options for improving the team process. All members of the project team must commit to, and, utilize their action plans.

** For an appointment with a Rotman Commerce Team Coach, please contact Nikoleta Vlamis at nikoleta@nikoletaandassociates.com or Elaine Zapotoczny at elaine@nikoletaandassociates.com. Nikoleta and Elaine are highly skilled at facilitating team dynamics and collaboration. Note that the Team Coach's role is to provide guidance, support and advice on team matters – not to formally evaluate or assess teamwork for academic purposes.

Final Examination

The final examination will be held during the formal examination period. It will be three hours in duration and will consist of multiple choice questions, short answer questions, problems, and a case. It will cover all materials from the entire course.

Aids Allowed

No study aids are allowed. You may use a non-programmable hand-held calculator.

ACCESSIBILITY NEEDS

The University of Toronto is committed to accessibility. If you require accommodations for a disability, or have any accessibility concerns about the course, the classroom or course materials, please contact Accessibility Services as soon as possible: disability.services@utoronto.ca or <http://www.accessibility.utoronto.ca/>.

ACADEMIC INTEGRITY

Academic Integrity is a fundamental value essential to the pursuit of learning and scholarships at the University of Toronto. Participating honestly, respectfully, responsibly, and fairly in this academic community ensures that the UofT degree that you earn will continue to be valued and respected as a true signifier of a student's individual work and academic achievement. As a result, the University treats cases of academic misconduct very seriously.

The University of Toronto's Code of Behaviour on Academic Matters

<http://www.governingcouncil.utoronto.ca/policies/behaveac.htm> outlines the behaviours that constitute academic misconduct, the process for addressing academic offences, and the penalties that may be imposed. You are expected to be familiar with the contents of this document. Potential offences include, but are not limited to:

In papers and assignments:

- Using someone else's ideas or words without appropriate acknowledgement.
- Submitting your own work in more than one course without the permission of the instructor.
- Making up sources or facts.
- Obtaining or providing unauthorized assistance on any assignment (this includes collaborating with others on assignments that are supposed to be completed individually).

On test and exams:

- Using or possessing any unauthorized aid, including a cell phone.
- Looking at someone else's answers
- Misrepresenting your identity.
- Submitting an altered test for re-grading.

Misrepresentation:

- Falsifying institutional documents or grades.
- Falsifying or altering any documentation required by the University, including (but not limited to), medical notes.

All suspected cases of academic dishonesty will be investigated by the following procedures outlined in the *Code of Behaviour on Academic Matters*. If you have any question about what is or not is permitted in the course, please do not hesitate to contact the course instructor. If you have any questions about appropriate research and citation methods, you are expected to seek out additional information from the instructor or other UofT resources such as College Writing Centres or the Academic Success Centre.

EMAIL

At times, the course instructor may decide to communicate important course information by email. As such, all UofT students are required to have a valid UTmail+ email address. You are responsible for ensuring that your UTmail+ email address is set up AND properly entered on the ROSI system. For more information please visit <http://help.ic.utoronto.ca/category/3/utmail.html>

Forwarding your utoronto.ca email to a Hotmail, Gmail, Yahoo or other type of email account is not advisable. In some cases, messages from utoronto.ca addresses sent to Hotmail, Gmail or Yahoo accounts are filtered as junk mail, which means that important messages from your course instructor may end up in your spam or junk mail folder.

BLACKBOARD AND THE COURSE PAGE

The online course page for this course is accessed through Blackboard. To access the course page, go to the UofT Portal login at <https://portal.utoronto.ca/> and log in using your UTORid and

password. Once you have logged in, look for the My Courses module where you'll find the link to all your course websites. If you don't see the course listed here but you are properly registered for the course in ROSI, wait 48 hours. If the course does not appear, go to the Information Commons Help Desk in Robarts Library, 1st floor, for help, or explore the Portal Information and Help at www.portalinfo.utoronto.ca/students and review the Frequently Asked Questions.

RECORDING LECTURES

Lectures and course materials prepared by the instructor are considered by the University to be an instructor's intellectual property covered by the Canadian Copyright Act. Students wishing to record a lecture or other course material in any way are required to ask the instructor's explicit permission, and may not do so unless permission is granted (note: students who have been previously granted permission to record lectures as an accommodation for a disability are, of course, excepted). This includes tape recording, filming, photographing PowerPoint slides, Blackboard materials, etc.

If permission is granted by the instructor (or via Accessibility Services), it is intended for the individual student's own study purposes and does not include permission to "publish" them in anyway. It is absolutely forbidden for a student to publish an instructor's notes to a website or sell them in any other form without formal permission.

CONDUCT OF CLASSES AND EXPECTATIONS

Classes will begin at ten minutes after the hour, in accordance with university policy. Students are expected to arrive on time so as not to disrupt the class.

TENTATIVE COURSE OUTLINE*

Class	Week of	Topic	Readings	Homework / Assignment
1	Jan. 5	Management Accounting and Business Environment & Course Overview	Chapter 1	
2	Jan. 12	Cost Concepts, Cost Behaviour, and Cost Flows,	Chapters 2 and 3	
3	Jan. 19	Job-Order Costing	Chapter 5	
4	Jan. 26	Process Costing and Activity-Based Costing	Chapters 6 and 7	
5	Feb. 2	Cost-Volume-Profit Analysis (CVP)	Chapter 4 (HBS case)	HW1 due on Mon Feb 2 @10:00am
6	Feb. 9	CVP Case Variable Costing	Chapter 8	
Feb. 16-20: NO CLASSES (Family Day and Reading Week)				
	Feb. 24	Term Test (8:10-10:00pm, Tuesday February 24, Locations TBA) (Last day to drop course without academy penalty is Sunday March 8 th)		
7	Mar. 2	Budgeting	Chapter 9	
8	Mar. 9	Flexible Budget and Standard Costing (I)	Chapter 10 (HBS case)	HW2 due on Mon Mar 9 @10:00am
9	Mar. 16	Standard Costing (II)	Chapter 10	
10	Mar. 23	Relevant Costs & Decision Making	Chapter 12 (HBS case)	HW3 due on Mon Mar 23 @10:00am
11	Mar. 30	Reporting for Control / Course Review	Chapter 11	Group Assignment Due on Fri Apr 3 @11:00pm

* Cases and problem assignments for each topic will be announced in class.