

COURSE SYLLABUS



COURSE TITLE: ACCT 207: Managerial Accounting
CLASS SECTION: 001
TERM: W2024
COURSE CREDITS: 3.0
DELIVERY METHOD(S): In Person: Mon 2:30PM – 4:20PM CBA 209 / Wed 2:30PM – 4:20PM CBA 212

Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.
Learn more about Camosun's [Territorial Acknowledgement](#).

INSTRUCTOR DETAILS

NAME: Leah Hudson, MPAcc, CPA
EMAIL: HudsonL@camosun.ca
OFFICE: CBA 272
HOURS: Mon 12:00PM – 2:30PM / Wed 4:30PM – 6:00PM (in-person in office, available virtually as well)
(other times available by advance appointment, please email)

As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.

CALENDAR DESCRIPTION

This course is beyond the introductory level and intended primarily for non-accounting majors. It is devoted to managerial analysis and decision-making, special purpose reports for management, variable costing and the contribution approach, and budgeting.

PREREQUISITE(S): One of: C in ACCT 110 or C in ACCT 130 or C in ACCT 161

CO-REQUISITE(S): Not applicable

EQUIVALENCIES: Not applicable

COURSE LEARNING OUTCOMES / OBJECTIVES

Upon successful completion of this course, you will be able to:

- Understand and apply the various categories of cost – fixed, variable, mixed, direct, indirect, period, and product costs.
- Trace cost flows and calculate the cost of goods manufactured and sold.
- Construct master budgets and cash flow budgets.
- Analyze and make short-term decisions such as special orders, limited resources and make/buy decisions.
- Analyze and solve cost/volume/profit problems.
- Understand and apply the concepts of job costing and activity-based costing.
- Analyze and interpret financial statements.
- Analyze and solve capital budgeting problems.

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

Computer and software requirements:

- The course will be delivered online using Camosun College's Desire2Learn ("D2L") platform which you can access at online.camosun.ca. For instructions for how to first access D2L, please see: https://camosun.teamdynamix.com/TDClient/67/Portal/KB/ArticleDet?ID=1609#domain_account
- As a Camosun student, you qualify for a free Office 365 subscription. Please see details at <http://camosun.ca/services/its/other-services.html>. If you need to borrow a laptop or hotspot, there is a limited supply that are loaned to students by Camosun College at the beginning of the term. Please see details at <https://camosun.ca/services/library/borrow>
- Your computer hardware and software need to meet the minimum standards set by Camosun <http://camosun.ca/services/orientation/online-learning.html>. For D2L, it is recommended that you use Chrome as your browser.

Mandatory Textbook: Weygandt, J., Kimmel, P. Kieso, D. (2021). Managerial Accounting: Tools for Business Decision Making. (6th Canadian Edition). Mississauga, ON: John Wiley & Sons Canada Ltd.

Other: Non-programmable calculator. Texas Instruments BAII + is recommended.

COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

WEEK or DATE RANGE	ACTIVITY or TOPIC	OTHER NOTES
Week 1 Jan 8 - 14	Introduction to ACCT 207 & Chapter 1: Managerial Accounting	Academic Integrity Quiz (MANDATORY to open course materials) – MUST be completed by Sun Jan 14th 11:59pm Please attempt all exercises for Chapter 1 – exercises 3-9 inclusive
Week 2 Jan 15 - 21	Chapter 2: Managerial Cost Concepts & Cost Behaviour Analysis	Quiz 1 – Chapter 1 – Due Mon Jan 15th 11:59pm Please attempt all exercises for Chapter 2 – exercises 18-39 inclusive
Week 3 Jan 22 - 28	Chapter 10: Budgetary Planning	Quiz 2 – Chapter 2 – Due Mon Jan 22nd 11:59pm Please attempt all exercises for Chapter 10 – exercises 17-32 inclusive
Week 4 Jan 29 - Feb 4	Chapter 11: Budgetary Control & Responsibility Accounting	Quiz 3 – Chapter 10 – Due Mon Jan 29th 11:59pm Please attempt all exercises for Chapter 11 – exercises 17-35 inclusive
Week 5 Feb 5 - 11	Chapter 12: Standard Costs & Balanced Scorecard	Quiz 4 – Chapter 11 – Due Mon Feb 5th 11:59pm

WEEK or DATE RANGE	ACTIVITY or TOPIC	OTHER NOTES
		Please attempt all exercises for Chapter 12 – exercises 17-36 inclusive
Week 6 Feb 12 - 18	Midterm Review MIDTERM Wednesday @2:30pm	Quiz 5 – Chapter 12 – Due Mon Feb 12th 11:59pm Midterm covers Chapters 1, 2, 10, 11, & 12
Week 7 Feb 19 - 25	READING BREAK – College Closed	
Week 8 Feb 26 - Mar 3	Chapter 6: Decision Making: Cost-Volume-Profit	Please attempt all exercises for Chapter 6 – exercises 20-38 inclusive
Week 9 Mar 4 - 10	Chapter 7: Incremental Analysis	Quiz 6 – Chapter 6 – Due Mon Mar 4th 11:59pm Please attempt all exercises for Chapter 7 – exercises 17-33 inclusive
Week 10 Mar 11 - 17	Chapter 3: Job-Order Costing	Quiz 7 – Chapter 7 – Due Mon Mar 11th 11:59pm Please attempt all exercises for Chapter 3 – exercises 17-29 inclusive
Week 11 Mar 18 - 24	Chapter 5: Activity-Based Costing	Quiz 8 – Chapter 3 – Due Mon Mar 18th 11:59pm Please attempt all exercises for Chapter 5 – exercises 17-34 inclusive
Week 12 Mar 25 – 31 & Week 13 Apr 1 - 7	Chapter 13: Planning for Capital Investments	Quiz 9 – Chapter 5 – Due Mon Mar 25th 11:59pm Homework Assignment – Due Sun Mar 31st 11:59pm Please attempt all exercises for Chapter 13 – exercises 14-33 inclusive
Week 14 Apr 8 - 14	Final Exam Review	Quiz 10 – Chapter 13 - Due Mon Apr 8th 11:59pm Final Exam covers Chapters 6, 7, 3, 5, & 13
Final Exam Period Apr 15 - 23	A final exam for this course will be scheduled sometime during APRIL 15 - 23. Please do not schedule holiday/vacation trips during this time as Exam dates are not at the discretion of the instructor and may occur at any date and time within the exam period set out by the College.	

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced notice is required. Deadlines can be reviewed on the [CAL exams page. https://camosun.ca/services/academic-supports/accessible-learning/academic-accommodations-exams](https://camosun.ca/services/academic-supports/accessible-learning/academic-accommodations-exams)

EVALUATION OF LEARNING

DESCRIPTION	WEIGHTING
Academic Integrity Quiz	1%
In-Class Participation (Participation includes in-class assessment activities. The lowest two items will be dropped from your overall grade. If a participation activity is missed, then that activity grade will be zero.)	9%
D2L Quizzes (10 quizzes, lowest mark dropped)	10%
Homework Assignment	10%
Midterm	30%
Final Exam	40%
	TOTAL
	100%

If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the [Grade Review and Appeals](https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf) policy for more information.
<https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf>

COURSE GUIDELINES & EXPECTATIONS

- (a) **The D2L website** contains course materials including the text-book solutions manual, course notes, quizzes, video demonstrations and assignments. As well, additional materials and updates are provided throughout the course so you should check D2L frequently. Go to the D2L website, click on the following link: <http://online.camosun.ca/>
We recommend bookmarking this link.

To login to D2L, your user name will be your student number (including the leading C0) and the password will be your birthdate as mmddyy - you will be required to change that password right away. I strongly recommend setting your Camosun email account to forward to your regular email account to ensure you do not miss any important communications.

- (b) **In our Classroom, you are expected to:**
- Produce your own work in a readable, orderly, and timely manner.
 - Apply professional standards of behaviour with respect to attendance, punctuality, time management, positive attitude, and respect for other individuals.
 - Check the website announcements on a frequent basis to be apprised of any changes. As the schedule provided is tentative, exam and assignment dates could change with little notice.

Cell phone use, or off-task behaviour, is not permitted at any time during class. Students who persist in this behaviour will be asked to leave the classroom.

Deadlines and exams. You must submit your assignments on the due date or as announced. A grade of zero will be assigned to late submissions. There are no additional assignments or make- up quizzes and exams of any kind if you performed poorly on an assignment, quiz, midterm or final exam.

EXAM DATES WILL NOT BE RESCHEDULED. Non-attendance on scheduled exam dates results in a zero grade. Exceptions will be made only for personal emergencies or unforeseeable extenuating circumstances in accordance with the College's Final Exam Reschedule and Repeat Policy <https://camosun.ca/sites/default/files/2022-11/e-1.17.pdf>

SCHOOL OR DEPARTMENTAL INFORMATION

Assignment formatting: The School of Business uses APA style for formatting assignments and citing references. Proper citations and formatting using APA style will be required. See Camosun College (2018) Library Citation Guides retrieved from: <http://camosun.ca.libguides.com/apa7>.

- In text citations for quotes, paraphrasing, and references must be consistent with APA standards.
- Grammar, spelling, style and APA formatting, citations and referencing will be assessed in your mark.

- All submitted work must be properly referenced to sources where required by your instructor.
- Unless otherwise specified, you are to submit your own work, any work collaborated (unless permitted by the course) will be considered in violation of the college's Academic Integrity policy. See Camosun College (2021) [Academic Integrity Policy](#)

Accounting and Finance Students

Want to know more about events happening in the Accounting and Finance department, including recruiting and networking events? Check out <http://camosun.ca/cpa2b> for current events.

STUDENT RESPONSIBILITY

Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

SUPPORTS AND SERVICES FOR STUDENTS

Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit camosun.ca/services.

Support Service	Website
Academic Advising	camosun.ca/services/academic-supports/academic-advising
Accessible Learning	camosun.ca/services/academic-supports/accessible-learning
Counselling	camosun.ca/services/health-and-wellness/counselling-centre
Career Services	camosun.ca/services/co-operative-education-and-career-services
Financial Aid and Awards	camosun.ca/registration-records/financial-aid-awards
Help Centres (Math/English/Science)	camosun.ca/services/academic-supports/help-centres
Indigenous Student Support	camosun.ca/programs-courses/iecc/indigenous-student-services

Support Service	Website
International Student Support	camosun.ca/international
Learning Skills	camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills
Library	camosun.ca/services/library
Office of Student Support	camosun.ca/services/office-student-support
Ombudsperson	camosun.ca/services/ombudsperson
Registration	camosun.ca/registration-records/registration
Technology Support	camosun.ca/services/its
Writing Centre	camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

Academic Integrity

Students are expected to comply with all College policy regarding academic integrity; which is about honest and ethical behaviour in your education journey. The following guide is designed to help you understand your responsibilities: <https://camosun.libguides.com/academicintegrity/welcome>
Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.13.pdf> for Camosun's Academic Integrity policy and details for addressing and resolving matters of academic misconduct.

Academic Accommodations for Students with Disabilities

Camosun College is committed to achieving full accessibility for persons with disabilities. Part of this commitment includes arranging appropriate academic accommodations for students with disabilities to ensure they have an equitable opportunity to participate in all of their academic activities. If you are a student with a documented disability and think you may need accommodations, you are strongly encouraged to contact the Centre for Accessible Learning (CAL) and register as early as possible. Please visit the CAL website for more information about the process of registering with CAL, including important deadlines: <https://camosun.ca/cal>

Academic Progress

Please visit <https://camosun.ca/sites/default/files/2023-02/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

Course Withdrawals Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <https://camosun.ca/registration-records/tuition-fees#deadlines>.

Grading Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.5.pdf> for further details about grading.

Grade Review and Appeals

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal (see [policy](#)). Please visit <https://camosun.ca/services/forms#medical> to learn more about the process involved in a medical/compassionate withdrawal.

Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence and Misconduct Policy: <https://camosun.ca/sites/default/files/2021-05/e-2.9.pdf> and camosun.ca/services/sexual-violence-support-and-education. To contact the Office of Student Support: oss@camosun.ca or by phone: 250-370-3046 or 250-370-3841

Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at <https://camosun.ca/sites/default/files/2021-05/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

Looking for other policies?

The full suite of College policies and directives can be found here: <https://camosun.ca/about/camosun-college-policies-and-directives>

Changes to this Syllabus: Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.