

## **Course Details:**

**Course Title:** Managerial Accounting

**Credit Hours:** 3

**Course Code:** FIN-862

**Program:** MBA 2K24

**Sections:** A & B

## **Course Faculty:**

**Faculty Name:**

**Contact:**

**Email:** \_\_\_\_\_

## **Course Description:**

The syllabus for MA, Management Accounting, introduces candidates to elements of management accounting which are used to make and support decisions.

The syllabus starts by introducing the nature, the source and purpose of cost accounting and the costing techniques used in business which are essential for any management accountant.

The syllabus then looks at the preparation and use of budgeting and standard costing and variance analysis as essential tools for planning and controlling business costs. The syllabus concludes with an introduction to measuring and monitoring the performance of an organization.

## **Course Learning Outcomes:**

The course is quantitative in nature and students are expected to have some background in financial accounting and be comfortable with basic mathematics.

Having taken this course, students should:

1. **Identify** the purpose of management information and cost classification for managers.
2. **Discuss** cost accounting techniques for cost management purposes.
3. **Prepare** budgets for planning and control.
4. **Calculate** variance analysis for performance measurement purposes.

## **Program Goals & Learning Objectives:**

Goals & learning objectives of the BBA Program are:

Goal 1: Students will acquire knowledge to analyze business problems

LO 1.1: Students will be able to understand problems in a business setting

LO 1.2: Students will be able to analyze problems using business knowledge

Goal 2: Students will work in team settings

LO 2.1: Students will be able to work towards achieving team goals

LO 2.2: Students will be able to demonstrate effective team behavior

Goal 3: Students will learn to communicate effectively

LO 3.1: Students will be able to communicate effectively in oral presentations

LO 3.2: Student will be able to create professional reports

Goal 4: Students will deal with the ethical dilemmas that arise in a business environment

LO 4.1: Students will be able to identify ethical concerns emanating from a business situation

LO 4.2.: Students will be able to apply ethical guidelines to address business problems by examining set of alternatives

### **Mapping - CLOs with Los**

Learning Objective	LO 1.1	LO 1.2	LO 2.1	LO 2.2	LO 3.1	LO 3.2	LO 4.1	LO 4.2	Not mapped	Evaluation Item
CLO 1	✓									Quiz
CLO 2	✓									Assignment
CLO 3	✓									Quiz
CLO 4		●								Final Exam

**Legend:** ✓ indicates mapped and assessed CLO ● indicates mapped but not assessed CLO and X indicates unmapped

### **Details of assessments:**

LO 1.1 is assessed by quiz 3 and the level of LO 1.1 is Emphasized.

#### **Quizzes:**

Please note that there will be a total of 3 quizzes. 1st quiz will be in week 4, 2nd quiz in week 7 and 3rd quiz in week 12. Please note that you will be marked zero if you miss the quiz. There will be **no makeup or retake** for any quiz.

#### **Assignments:**

Assignments will be announced in the class, and uploaded on the LMS. It is the responsibility of students to monitor the LMS.

- All assignments will be due in respective weeks before the class.
- Take note that late submissions will not be counted.
- There will be no make-up assignments of any kind.

### **Required Course Material:**

**Textbook (s):** 1. Management and Cost Accounting, eighth edition by COLIN DRURY

2. Financial & Managerial Accounting, THE BASIS FOR BUSINESS DECISIONS 17th Edition by Jan R. Williams University of Tennessee

Susan F. Haka Michigan State University

Mark S. Bettner Bucknell University

Joseph V. Carcello University of Tennessee

### **Course Evaluation:**

Grading will be done as per NBS criteria. The breakup is as follows:

Final Exam	40%
Midterm	20%
Quizzes	15%
Class Participation	5%
Assignments/Project	20%

## Weekly Schedule:

Week	Lecture No. and Topic	Preparation Material	Session Outcomes (Students should be able to...)
1	Orientation		Discussion of course outline, learning outcomes, career relevance and assessments etc.
<b><u>Module 1: Overview of financial analysis and financial forecasting</u></b>			
1	<b>LECTURE 1-2:</b> The nature and purpose of cost and management accounting	Chapter.1	This chapter introduces management and cost accounting (CLO #1)
2	<b>LECTURE 3-4:</b> Cost classification, behavior, and purpose	Chapter 2	Identify various classifications of costs that are essential in the costing methods used by organizations to determine unit costs of product/service (CLO#1)
3	<b>LECTURE 5-6:</b> Cost assignment	Chapter 3	Identify behavior of various types of costs i.e., variable costs fixed costs and semi variable costs. (CLO#1)
4	<b>LECTURE 7-8:</b> Cost assignment	Chapter 3	Explain direct and indirect materials costs and approaches to distinguish one from the other. (CLO# 2)
5	<b>LECTURE 9-10:</b> accounting techniques for job costing system	Chapter 4	Describe the materials recording procedure; distinguish between first in, first out (FIFO), last in, first out (LIFO) and average cost methods (CLO# 2)
6	<b>LECTURE 11-12:</b> Cost accounting techniques	Chapter 4	Record the accounting entries for an integrated and interlocking accounting system; distinguish between an integrated and an interlocking accounting system; describe backflush costing (CLO# 2)
7	<b>LECTURE 13-14:</b> process costing	Chapter 5	Discuss activity-based costing as a method to allocate overheads amongst different jobs, and product lines. (CLO# 2)
8	<b>LECTURE 15-16:</b> process costing	Chapter 5	Discuss the circumstances in which job order cost system is suitable method of tracking costs (CLO# 2)
9	<b><u>MID-TERM EXAM WEEK</u></b>		
10	<b>LECTURE 18-19:</b> Activity based costing	Chapter 11	Explain and discuss activity based costing as a method to allocate overheads amongst different jobs, product lines (CLO# 3)

11	<b>LECTURE 20-21:</b> Cost accounting techniques	Chapter 11	Identify and explain each stage of activity based costing , ABC cost hierarchy, ABC profitability analysis hierarchy (CLO# 3)
12	<b>LECTURE 22-23:</b> Standard costing and variance analysis	Chapter 17	Discuss the methods of standard costing system and how standard costs are set (CLO# 3)
13	<b>LECTURE 24-25:</b> Standard costing and variance analysis	Chapter 17	Examine the standards of costs, what they are used for and how they are set (CLO# 4)
14	<b>LECTURE 26-27:</b> Standard costing and variance analysis	Chapter 17	Examine the standards of costs, what they are used for and how they are set (CLO# 4)
15	<b>LECTURE 28-29:</b>	Presentations	
16	<b>LECTURE 30-31:</b>	Presentations	
17		<b>BUFFER WEEK</b>	
18	<b><u>FINAL EXAM WEEK</u></b>		

## **Course Policies:**

### **Attendance:**

- In the event of a missed session, it is the student's responsibility to consult LMS and their classmates for missed content.
- Class attendance will be taken in the first 5 minutes of the class. Do not be late for class otherwise you will be marked **absent** for the session(s).
- It is the student's responsibility to continuously monitor his/her attendance. **Do Not ask the instructor to change/modify the attendance**, unless there has been an accidental oversight. In such an event, the student should inform the instructor of the error (with proof) **before** the month ends.

### **Discipline / Deadline Extension Policy:**

Students are intimated in advance that there is no room for deadline extensions in this module for individual as well as for group activities/ submissions. The sole reason for this is the provision of similar grounds to each Student. Therefore do not ask for any such favours. Prove yourself as educated, well groomed individual during your stay.

### **Class Participation:**

Students are encouraged to participate and present their own ideas/views during the module in a respectable manner. Remember that there is no right or wrong answer, so try to share your perspective freely and confidently. However always remember that speak only when you be given a turn, always raise your hand before speaking to grab audience attention.

### **Examination:**

The course will have two exams to measure Student's understanding of the subject, mid-term in the 9<sup>th</sup> and final in the 18<sup>th</sup> week of the course. Students are required to present their arguments in a systematic and well-balanced approach. Use of headings will be highly appreciated. The Students are encouraged to read and reference from a variety of material to present a thorough understanding of the module.

### **Academic Integrity:**

Students are required *not to indulge in plagiarism and dishonesty* which will be dealt strictly in accordance with the plagiarism policy. Students are free to discuss with their peers and allowed to study in groups; however, on account of individual submissions, whether be it assignments/ projects, you are required to submit your own reflection on the assigned topic.

You are responsible for knowing and enacting academic conduct that is in line with the University's statement entitled "Academic Dishonesty".

The statement highlights examples of unacceptable behavior which include, but are not limited to, the following:

- **Cheating:** Intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise; copying from another student's examination; submitting work prepared in advance for an in-class examination; taking an examination for another person or conspiring to do so.

### **Plagiarism and Penalty**

1. Plagiarism will NOT be tolerated at any stage during this course. Students using any unethical means to progress in this course will be heavily penalized when being graded. The

work will be marked as zero. Further actions against them may also be taken according to NUST's disciplinary policy.

2. Similarity index of 19% or above will be considered as plagiarized.
3. Please note that using quotes from other reference material is allowed but is not excluded from similarity check
4. Similarity of 5% or above with single source will be considered as plagiarism
5. Use of AI generated content 20% or above will be considered as plagiarism.
6. The plagiarized assignment or project will be marked as zero.
7. HEC policy is available at <https://www.hec.gov.pk/english/policies/Documents/Plagiarism-Policy.pdf>

It is expected that all work that is handed will be your own. Any ideas or content that come from another source must be properly cited (including any content taken from the Internet, books, articles and lectures).

#### **Missed Classes:**

Students are encouraged not to miss classes, however in the case of such eventuality they are required to follow-up from peers and come up well prepared in the classes to come. Make sure it is the sole responsibility of the Student to compensate for the losses incurred and *No excuses will be dealt with on this account.*

#### **Consultation & Contact:**

I am available in my office on Tuesday but you need to seek appointment through my official email [mehreen@nbs.nust.edu.pk](mailto:mehreen@nbs.nust.edu.pk) at least a day in advance other than in emergency cases.

#### **Cell Phone Policy:**

When cell phones ring and students respond in class or leave class to respond, it disrupts the class. The use by students of cell phones or similar communication devices during scheduled classes is prohibited. All such devices must be turned off. At the discretion of the instructor, exception to this policy is possible, in special circumstances.

#### **Reading Policy:**

Students are responsible for coming prepared to class. The required reading material assigned for each class must be prepared before the session as this is necessary for conducting a discussion based interactive session.

In addition to the portfolio assignments, we will use at least, 2 Research Papers and 2 HBR cases during this course. Students will be required to read some of the articles as and when assigned by the instructor via LMS and present a response within their respective group.

#### **Dos and Don'ts:**

<b><i>DO</i></b>	<b><i>DO NOT</i></b>
Come to class <b><u>on time</u></b> and having completed the reading material.	Submit assignments, quizzes late. Such assignments and quizzes will not be accepted.
Take notes during the lectures.	<b><u>Cause disturbance</u></b> in class.

Research topics and news items for constructive (and respectful) in-class debates.	Eat/Drink food in class.
Let the lecturer know in advance if you need to miss a class.	Ask the lecturer to reschedule deadlines.
Constantly monitor the course outline and have it with you at all times.	<b><u>Ask the lecturer to change attendance details.</u></b>
<b><u>Switch off/Put your phones on silent</u></b> during class.	<b><u>Forget to write some form of identification on each document that is due for submission of any kind.</u></b>
Follow submission instructions for any assessment content	Make up your own format of labelling / submission of assessed material – you <b>will</b> lose marks for this