



Grande Prairie Regional College

Department of Business

COURSE OUTLINE – WINTER 2011

AC 3220 3 (3-0-0) Managerial Information and Control Systems

Instructor	Emily Fraser	Phone	539-2947 (Office)
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Office Hours	Tuesday and Thursday 8:30 – 10:00 am or by appointment		

Prerequisite(s)/corequisite(s):

AC 3110 or equivalent.

Required Text/Resource Materials:

C. Horngren, G. Sundem, W. Stratton, H. Teall, and G. Gekas, **Management Accounting**, 5th Canadian edition, Pearson Canada Inc., Toronto, Ontario, 2007.

ISBN: 0-13-192268-8. **The text will be used extensively.**

Calendar Description:

This course is intended to introduce students to the concepts of management accounting. Topics covered include corporate goals, planning and control, cost accumulation for pricing purposes and product costing.

Credit/Contact Hours:

This is a 3 credit course with 3 lecture hours per week.

Delivery Modes:

For each topic listed, there will be a classroom lecture/discussion and a demonstration of related accounting procedures. I will assign relevant textbook readings and problems and test your knowledge, understanding and application of the material.

Regular classroom attendance is expected. Please do not be late. You should study each assigned reading both before and after it is discussed in class and apply your understanding by completing the required homework problems.

Adopting and adhering to effective learning habits in this course will likely take up a great deal of time so plan your schedule accordingly. Do not fall behind in the assigned readings and problems because it will be difficult to catch up.

Objectives:

This course is designed to help students understand the role of management accounting in contemporary business organizations. Upon completion of this course the student will be able to:

- Identify, categorize and analyze the behavior of costs.
- Utilize cost information in making decisions
- Prepare and use budgets
- Use accounting information to evaluate and motivate performance within organizations.
- Discuss standards of ethical conduct for the management accountant.

Transferability:

AF-UA, AU, CdnUC, ConUC, KUC, UA, UC, UL. Students are strongly advised to check with the receiving institution for more details and to ensure transferability.

Grading Criteria:

Assignments	15%
Quiz	5%
Midterm Exam 1	20%
Midterm Exam 2	25%
Final Examination	35%

Grades will be assigned on a Letter Grading System using the following conversion chart:

**Business Administration and Commerce Department
Grading Conversion Chart**

Alpha Grade	4-point Equivalent	Percentage Guidelines	Designation
A⁺	4	90 – 100	EXCELLENT
A	4	85 – 89	
A⁻	3.7	80 – 84	FIRST CLASS STANDING
B⁺	3.3	76 – 79	
B	3	73 – 75	GOOD
B⁻	2.7	70 – 72	
C⁺	2.3	67 – 69	SATISFACTORY
C	2	64 – 66	
C⁻	1.7	60 – 63	
D⁺	1.3	55 – 59	MINIMAL PASS
D	1	50 – 54	
F	0	0 – 49	FAIL

Assignment, Quiz, and Exam Policies:

1. Assignments will consist of problems and cases from the text. Assignments are to be handed in at the beginning of class on the due date. The penalty for late submission will be **20%** per day.
2. Exams will be written as scheduled. No rewrites will be given on midterms or final.
3. Midterm exams are tentatively scheduled for February 17, 2011 and March 24, 2011.
4. Final examinations will be scheduled by the Registrar during the period April 14 - April 27, 2011. **DO NOT PLAN ANY ACTIVITIES DURING THIS PERIOD.**

Student Responsibilities:

Professionalism:

Each student is expected to come to class on time. Arriving late is disruptive to the entire class. The expectation for this course is that students have read the material and attempted the exercises and problems we will cover in class. Reading and practicing problems prepares you for classroom activities.

Time Management:

Adopting and adhering to effective learning habits in this course will likely take up a great deal of time so plan your schedule accordingly. It is difficult to catch up once you fall behind in readings and problems.

Special note on cell phone use: Use of a cell phone during class is prohibited. It is distracting to both your classmates and instructor.

Statement on Plagiarism:

Plagiarism will not be tolerated and, as such, any submitted work may be investigated for this possibility. Please ensure you read and understand the College's policy on plagiarism as published in the 2010/2011 Calendar. If you have questions on whether or not you might be violating this policy, please discuss this with your instructor before you submit your assignment.

Course Schedule/Timeline:

<u>Week</u>	<u>Topic</u>	<u>Readings/Assignments</u>
1	Introduction to Managerial Accounting	Chapter 1
2	Cost Behaviour and Cost-Volume Relationships	Chapter 2
3	Measurement of Cost Behaviour.	Chapter 3.
4	Cost Management Systems	Chapter 4.
5	Cost Allocation and ABC	Chapter 5
6-7	Job Order Costing and Accounting for Overhead	Chapter 6
Feb 17	Mid Term Test #1	Chapters 1-6
8	Winter Break	Feb 21 - 25
9 - 10	Relevant Information and Decision Making	Chapters 8-9
11	Capital Budgeting Decisions	Chapter 10
12	The Master Budget	Chapter 11
Mar 24	Term Test #2	Chapters 8 - 11
13	Flexible Budgets and Variance Analysis	Chapter 12
14	Management Control Systems	Chapter 13.
15	Decentralized Organizations, Transfer Pricing and Profitability	Chapter 14