

# Student Guide

## FMGT 3210 – Cost Accounting 1

### Contents

Evaluation Criteria .....	2
Quiz Format & Rules.....	2
Preparedness Quizzes (PQs) .....	2
Completion Quizzes (CQs) .....	2
Exams .....	3
Labs .....	3
“Demo” labs.....	3
“Work” labs .....	3
Course Schedule .....	4

## Evaluation Criteria

The final overall grade in this course is made up of three main components: Quizzes, Midterm Exam, and Final Exam.

They are weighted as follows:

Criteria	Weight	Comments
Quizzes	20%	See below for more information.
Midterm Exam	40%	2-hour, closed-book exam during midterm week.
Final Exam	40%	2-hour, closed-book exam during finals week(s).
Total	100%	

## Quiz Format & Rules

Most weeks, students will have to complete two short quizzes on the Learning Hub.

These quizzes are:

1. to be completed individually (collaboration of any kind is not permitted).
2. open book (you are allowed to use your own textbook and/or notes only).
3. time-limited, with a strictly enforced 15-minute timer.
4. short, there are only 4 or 5 multiple-choice (choose the best answer) questions per quiz.
5. to be completed in a single sitting (you cannot save your progress and return later).
6. a single attempt per quiz, that can be done any time prior to the due date.
7. spread out during the week, with one quiz at the beginning of the week (preparedness) and one at the end (completion).

### Preparedness Quizzes (PQs)

PQs are due sometime before\* your first lab of the module. PQs are intended to help you stay up to date and prepare for the upcoming module to be covered in labs. It is recommended you watch all lectures and complete the reading before attempting PQs.

### Completion Quizzes (CQs)

CQs are due sometime after\* your last lab of the module. CQs are an opportunity to demonstrate what you've learned and identify areas to improve. It is recommended you complete the assigned practice before attempting CQs.

\*Please view the course schedule for the exact due dates.

## Exams

This course has one midterm and final exam. These exams are usually 2-hours in length and are a combination of both written and MCQ type of questions. To prepare for these exams, it is suggested that you prioritize your study week before the exam as follows:

1. Practice questions
2. Lab questions
3. Lectures
4. Readings

More detailed information about the exam and its coverage will be posted on the Learning Hub.

## Labs

This course has two, fifty-minute lab sessions, most weeks. Please review the course schedule carefully you know what you are expected to do each lab. There are two types of labs in this course: **Demo labs and Work labs.**

### “Demo” labs

Demo labs are where the instructor demonstrates how to solve a problem, with time remaining at the end for discussion and questions. Students are expected to read the question prior to lab.

### “Work” labs

Work labs provide students some time to work on the listed problem(s), with some time used for instruction, solution debrief, questions, and discussion. Come prepared to work on the listed problem(s).

\*Please view the course schedule to determine which labs are demo labs and which are work labs, in advance.

## Course Schedule

Week	Date	Pre-readings	Subject	Lab 1	Lab 2	Practice	PQ Date	CQ Date
1	Sept 1-7	No classes on Sep. 3 <sup>rd</sup> - Orientation <b>Chapter 1</b> - Introduction.	Sep. 4th lecture will be in person. Intro to Managerial Accounting	N/A	Discuss 2-17 together	Prepare for next week.	-	-
2	Sept 8-14	<b>Chapter 2</b>	Cost Terms and Purposes	Demo 2-33	Work 2-38	2-23, 25, 26, 29, 32	Sep 8	Sep 13
3	Sept 15 - 21	<b>Chapter 3</b>	CVP Analysis	Demo 3-48	Work 3-40	3-13, 14, 15, 17, 18,	Sep 15	-
4	Sept 22 - 28	<b>Chapter 4</b>	Job Costing	Demo 3-41	Work 3-42	21, 23, 28, 33	-	Sep 27
5	Sep 29 – Oct 5	<b>Chapter 4 (No class Sep. 30 Truth and Reconciliation)</b>	Job Costing	Demo 4-24	Work 4-27	4-16, 18, 20,	Sep 29	-
6	Oct 6 – 12	<b>Chapter 4</b>	Job Costing	Demo 4-30	Work 4-33	21, 24, 28	-	Oct 11
7	Oct 13 – 19	<b>Exam Prep (No class Oct. 13 Thanksgiving)</b>	Exam review	N/A Office Hours	N/A Study Time	-	-	-
8	Oct 20 – 26	<b>MID-TERM EXAM (40%)</b>	Ch. 1, 2, 3 & 4	-	-	-	-	-
9	Oct 27 – Nov 2	<b>Chapter 5</b>	ABC	Demo 5-28	Work 5-35	5-16, 5-18, 20, 26, 32, 34	Oct 27	Nov 1
10	Nov 3 – 9	<b>Chapter 6</b>	Master Budget and Responsibility	Demo 6-34	Work 6-25	6-20, 28, 32, 33, 35	Nov 3	Nov 8
11	Nov 10 – 16	<b>Chapter 7 (No class Nov. 11 Remembrance Day)</b>	Flexible Budgets, Variances and Controls Part 1	Demo 7-31	Work 7-19	7-15, 17, 18, 21, 22, 24, 25	Nov 10	Nov 15
12	Nov 17 – 23	<b>Chapter 8</b>	Flexible Budgets, Variances and Controls Part 2	Demo 8-35	Work 8-17	8-16, 19, 20, 22, 25, 26, 27	Nov 17	Nov 22
13	Nov 24 – 30	<b>Chapter 9</b>	Income Effects of Denom. Level on Inventory Valuation	Demo 9-16	Work 9-17	9-15, 18	Nov 24	Nov 29
14	Dec 1 – 7	<b>Exam review</b>	Exam Review	N/A Office Hours	N/A Study Time	-	-	-
15	Dec 8-12	<b>Final Exam Week</b>	Ch. 5, 6, 7, 8, 9	-	-	-	-	-

Cost Accounting 1 - Weekly Schedule					2025	September	FMGT 3210 - Cost Accounting 1				
Week	Pre-readings	Lab 1	Lab 2	Practice	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1	Chapter 1 <i>Read Learning Objective 1 only</i>	N/A	Preview Ch. 2 by doing 2-17 together in lab.	<i>Prepare for week 2</i>	01	02 Orientation	03	04 Mandatory lecture for all Sets Lab 2: B, D, G, H	05 Lab 2: A	06	07
2	Chapter 2	Demo problem 2-33, emphasis on COGM schedule	Working lab 2-38	2-23, 25, 26, 29, 32  3-13, 14, 15, 17, 18, 21, 23, 28, 33	08 PQ - Module 2 due	09 Lab 1: A, B, D,E, G, H, N	10	11 Lab 2: B, D,E, G, H, N	12 Lab 2: A	13 CQ - Module 2 due	14
3	Chapter 3	Demo problem 3-48	Working lab 3-40		15 PQ - Module 3 due	16 Lab 1: A, B, D,E, G, H, N	17	18 Lab 2: B, D,E, G, H, N	19 Lab 2: A	20	21
4	N/A <i>Chapter 3 is continued</i>	Working lab 3-41	Working lab 3-42		22	23 Lab 1: A, B, D,E, G, H, N	24	25 Lab 2: B, D,E, G, H, N	26 Lab 2: A	27 CQ - Module 3 due	28
5	See next month				29 PQ - Module 4 due	30 BCIT Closed - National Truth and Reconciliation	01	02 Lab 2: B, D,E, G, H, N	03 Lab 2: A	04	05
6	See next month				06	07	Notes: PQ = Preparedness Quiz; to help you make sure you're ready for the upcoming module to be covered in labs. CQ = Completion Quiz; an opportunity to demonstrate what you've learned.				
Notes:											
i. "Demo problem" labs are where the instructor demonstrates how to solve a problem, with time remaining at the end for discussion and questions. Students are expected to read the question prior to lab.											
ii. "Working labs" provide students some time to work on the listed problem(s), with some time used for instruction, solution debrief, questions, and discussion. Come prepared to work on the listed problem(s).											
iii. PQs and CQs are to be done <u>individually</u> , on the Learning Hub, before the due date and time. PQs and CQs are collectively worth 20% of the course grade. Each quiz is time-limited, no longer than 15 minutes, and is only 4 or 5 questions. For greater clarity, these quizzes are open book, but must be attempted and completed individually. There is one attempt per quiz.											
iv. There are two exams (Midterm and Final) worth 40% each for a total of 80% of the course grade. Exams are closed book. You must bring a non-programmable calculator, multiple pencils, and an eraser.											
v. To prepare for exams, prioritize studying as follows:											
1. Practice questions (see weekly schedule on the top right of this page).											
2. Labs											
3. Lectures											
4. Readings											

Cost Accounting 1 - Weekly Schedule					2025	October	FMGT 3210 - Cost Accounting 1				
Week	Pre-readings	Lab 1	Lab 2	Practice	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
5	Chapter 4	Demo problem 4-24	Working lab 4-27	4-16, 18, 20, 21, 24, 28	29 PQ - Module 4 due	30 Lab 1: A, B, D,E, G, H, N	01	02 Lab 2: B, D,E, G, H, N	03 Lab 2: A	04	05
6	N/A Chapter 4 is continued	Working lab 4-30	Working lab 4-33		06	07 Lab 1: A, B, D,E, G, H, N	08	09 Lab 2: B, D,E, G, H, N	10 Lab 2: A	11 CQ - Module 4 due	12
7	N/A Please use this time to study for exams	N/A Office hours in lieu of labs	N/A Office hours in lieu of labs	Study practice questions, labs, lectures and readings	13 BCIT Closed - Thanksgiving	14 Lab 1: A, B, D,E, G, H, N	15	16	17	18	19
8	N/A Midterm exam week				20 Midterm Exams*	21 Midterm Exams*	22 Midterm Exams*	23 Midterm Exams*	24 Midterm Exams*	25	26
9	Chapter 5	Demo problem 5-28	Working lab 5-35	5-16, 5-18, 20, 26, 32, 34	27 PQ - Module 5 due	28 Lab 1: A, B, D,E, G, H, N	29	30 Lab 2: B, D,E, G, H, N	31 Lab 2: A	01 CQ - Module 5 due	02
10	See next month				03	04	Notes: PQ = Preparedness Quiz; to help you make sure you're ready for the upcoming module to be covered in labs. CQ = Completion Quiz; an opportunity to demonstrate what you've learned. *Exam dates are TBD and will be confirmed during the term.				
<b>Notes:</b>											
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Cost Accounting 1 - Weekly Schedule					2025	November	FMGT 3210 - Cost Accounting 1				
Week	Pre-readings	Lab 1	Lab 2	Practice	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
9	Chapter 5	Demo problem 5-28	Working lab 5-35	5-16, 5-18, 20, 26, 28, 29	27 PQ - Module 5 due	28 Lab 1: A, B, D,E, G, H, N	29	30 Lab 2: B, D,E, G, H, N	31 Lab 2: A	01 CQ - Module 5 due	02
10	Chapter 6	Demo problem 6-34	Working lab 6-25	6-20, 28, 32, 33, 35	03 PQ - Module 6 due	04 Lab 1: A, B, D,E, G, H, N	05	06 Lab 2: B, D,E, G, H, N	07 Lab 2: A	08 CQ - Module 6 due	09
11	Chapter 7	Demo problem 7-31	Working lab 7-19	7-15, 17, 18, 21, 22, 24, 25	10 PQ - Module 7 due	11 BCIT Closed - Remembrance Day	12	13 Lab 2: B, D,E, G, H, N	14 Lab 2: A	15 CQ - Module 7 due	16
12	Chapter 8	Demo problem 8-35	Working lab 8-17	8-16, 19, 20, 22, 25, 26, 27	17 PQ - Module 8 due	18 Lab 1: A, B, D,E, G, H, N	19	20 Lab 2: B, D,E, G, H, N	21 Lab 2: A	22 CQ - Module 8 due	23
13	Chapter 9	Demo problem 9-16	Working lab 9-17	9-15, 18	24 PQ - Module 9 due	25 Lab 1: A, B, D,E, G, H, N	26	27 Lab 2: B, D,E, G, H, N	28 Lab 2: A	29 CQ - Module 9 due	30
14	See next month				01	02	Notes: PQ = Preparedness Quiz; to help you make sure you're ready for the upcoming module to be covered in labs. CQ = Completion Quiz; an opportunity to demonstrate what you've learned. *Exam dates are TBD and will be confirmed during the term.				
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Week	Pre-readings	Lab 1	Lab 2	Practice	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
14	N/A <i>Final exam week</i>	N/A <i>Office hours in lieu of labs</i>	N/A <i>Please use this time to study for exams</i>		01	02 <i>Optional Office Hours</i>	03	04 <i>Lab 2: Study Time</i>	05 <i>Lab 2: Study time</i>	06	07
15	N/A <i>Final exam week</i>				08	09	10	11	12 <i>Final Exams*</i>	13	14
					15 <i>Final Exams*</i>	16 <i>Final Exams*</i>	17 <i>Final Exams*</i>	18 <i>Final Exams*</i>	19 <i>Final Exams*</i>	20	21
					22	23	24	25	26	27	28
					29	30	31	01	02	03	04
					05	06	Notes: PQ = Preparedness Quiz; to help you make sure you're ready for the upcoming module to be covered in labs. CQ = Completion Quiz; an opportunity to demonstrate what you've learned. *Exam dates are TBD and will be confirmed during the term.				
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