

MGAB03H3
Introductory Management Accounting
2022 Summer Session

1. Instructor Contact Information:

<i>Section/Date/Time</i>	<i>Mode</i>	<i>Professor</i>	<i>Contact Information</i>	
<i>L01: Monday 1:00 – 3:00 PM</i>	<i>In-person</i>	<i>George</i>	<i>Telephone:</i>	<i>416-208-4740</i>
<i>L02: Monday 3:00 – 5:00 PM</i>	<i>In-person</i>	<i>Quan Fun</i>	<i>Office:</i>	<i>IC354</i>
<i>L60: Tuesday 9:00 – 11:00 AM</i>	<i>On-line</i>		<i>E-Mail:</i>	<i>george.quanfun@utoronto.ca</i>

2. Course Description and General Information

This course is an introduction to management and cost accounting with an emphasis on the use of accounting information in managerial decision-making. Topics include patterns of cost behaviour, cost allocation, transfer pricing, budgeting and control systems. The purpose of the course is to provide an understanding of the role of accounting data in the internal management of enterprises. To the extent that they can be differentiated, there are three main areas of interest in the course: (1) cost accounting (accumulation of costs for income determination and decision-making), (2) managerial accounting (design of cost systems and use of economic data for decision-making), and (3) planning, control and performance evaluation.

The course is designed to achieve the following objectives:

The student should be able to:

1. Determine and analyze cost functions, and generate and interpret basic management accounting information.
2. Explore strategic cost analysis and related management techniques, such as: Activity Based Costing, Activity Based Management, and Relevant Cost Analysis.
3. Define and explain management accounting and the context within which it functions.
4. Analyze and appreciate the control process and performance measurement to make effective business decisions.

Though this course does satisfy the course requirements of CPA Ontario for an introduction to the subject, it is not intended solely for professional accountancy training. They provide a better understanding and a valuable analytical tool for anyone considering a career in management.

3. Prerequisite(s) & Exclusion(s):

Prerequisite: [[[MGEA02H3](#)/(ECMA04H3) and [MGEA06H3](#)/(ECMA06H3)] or [MGEA01H3](#)/(ECMA01H3) and [MGEA05H3](#)/(ECMA05H3)] and [MGAB01H3](#)/(MGTB05H3)

Exclusion: (MGTB03H3), MGT223H, MGT323H, RSM222H, RSM322H, [VPAB13H3](#)

4. Textbook/Required Course Materials:

Eldenburg, Wolcott, Chen and Cook, **Cost Management: Measuring, Monitoring, and Motivating Performance**, 3rd Canadian edition, 2016. (Wiley)

Suggested Other Sources:

Students are expected to have a general knowledge of current business and economic developments, especially as they relate to topics covered in the course. The daily Report on Business of the Globe & Mail and the Financial Post of the National Post are recommended.

5. Evaluation and Grading:

Grades in the course will be based on the following:

(a)	On-line Assignments (on WileyPlus) (5 in total)	10%
(b)	Case Project (Sunday, July 31)	10%
(c)	On-line Comprehensive Quizzes (on WileyPlus): (1) Midterm Comprehensive Quiz (MCQ) (2) Final Comprehensive Quiz (FCQ)	7% 8%
(d)	Midterm & Final Exams: (1) Midterm Test (2) Final Examination	25% 40%
	Total	100%

(a) On-line Assignments – WileyPLUS:

There are five online assignments. Each assignment should be completed on the specific date listed on the syllabus (page 8). Students are encouraged to practice as many times as necessary until they are satisfied with the outcome. In tabulating the online assignment mark, I will only use your highest attempt for each assignment and take an average of all 5 assignments. It is student's responsibility to complete the assignment ahead of the due date. **Under no circumstances will the instructor extend the deadline for any individual student.**

Please go to www.wileyplus.com/go/login for a two-minute registration tutorial. If you need assistance please go to <http://www.wileyplus.com/support>, and click on "Live Chat."

Lecture	Course ID
LEC 01/02/03	B90519

(b) Case Project

This case project will be completed in groups of **4-6 students** from **Lectures 1, 2 and 3**. The project develops your critical thinking and problem solving skills, so a given accounting situation can be logically addressed. An important aspect of problem solving is the necessity of selecting an answer in the face of uncertainty about the facts or requirements in the problem. The project offers you a unique opportunity to test not only your understanding of the course material, but also your ability to analyze and solve problems in light of the

different stakeholders. The details of this project will be discussed in class.

The project report should be prepared in a Word document, 1½ spaced on letter-size paper using one-inch margins and 12-point Times New Roman font or equivalent. The maximum page for the project response should not be more than **6 pages with 4 pages of appendices.**

Outside sources (articles, books, etc.) are encouraged but not required. Any reference should be listed in a bibliography at the end of the paper. If applicable, you must show all calculations and state all assumptions leading to your answer.

Since this is a group project, it is assumed that all students within the group will contribute equally to the project. Please discuss with your instructor immediately should you find that there are any concerns regarding any group member's participation and contribution to the group project. Marks may be deducted for those members who do not participate or contribute to the project.

Submission Format:

Students need to submit the project in Quercus. **Only one submission to Quercus is required for the group.** The cover page must clearly indicate the students' name (last name first, first name) and student number of each group members and their respective lecture sections. The instructor will further review the procedures to submit the assignment via Quercus in class. When you upload the file to Quercus, please make sure that the *file name* consists of: *Your name: Student Number: Lecture Number: Case* (e.g.: *johndoe999999L01Case*). The person submitting the project will receive a copy of the marking rubric and the mark for the entire group. Please make sure that the results are communicated to the whole team. It is recommended that you use Word document for qualitative analysis and excel workbook for the quantitative analysis. It is expected that each group will submit 1 word document and 1 excel file.

Except for any unusual circumstances pre-approved by the instructor, no late assignment will be accepted.

(c) Online Comprehensive Quizzes on WileyPlus:

There are two online comprehensive review quizzes, one before the midterm and one before the final exam. These quizzes consist of 50 multiple choice questions to be completed within 90 minutes on WileyPlus on the following specific date:

Comprehensive Review Quizzes	Due Date	Chapters
Midterm	Sunday, June 26	1, 2, 3, 5, 7
Final	Friday, August 12	4, 10, 13, 14, 18 (May contain questions from the midterm chapters)

(d) Midterm and Final Exams:

The date and time for both the midterm and final exam will be announced once they are determined by the Registrar's Office. These exams include multiple choice and short calculation questions. Questions may combine material from a number of chapters. They are "**closed-book**", and have strict time restrictions. **All tests are cumulative: questions may be asked on all material from the beginning of the course. The midterm and final exams will be done in person.**

Note: Copies of old tests and examinations will **not** be made available. These questions will **not** be discussed and solutions to them will **not** be provided.

6. Academic Support

(a) Lecture Notes and Other Announcements

All the lecture notes and announcements for the course will be posted on UTSC Quercus. Students are responsible for checking the Quercus at least once a week to ensure that no major announcements have been missed.

(b) Counseling

Individual consultation for students who have problems or questions that cannot be discussed in class will be available through instructor and TA office hours. Students can arrange an appointment for counseling by sending an e-mail to your instructor. TA office hours will be announced at the beginning of the session and posted on Quercus. Questions relating to administrative, registration, degree/program requirements should be directed to management-supervisor-studies@utsc.utoronto.ca.

(c) UTSC Library:

The Department of Management, in collaboration with the UTSC library, will be providing academic research support in the IC Building. To refine your research skills or to learn more about various scholarly resources, please contact the Librarian for Management and Economics students.

Noviana Jardim, Liaison Librarian, Department of Management UTSC

Office hours: by appointment

Email: Noviana.jardim@utoronto.ca

Web: <https://www.utsc.utoronto.ca/thebridge/>

(d) English Language Development Centre (ELDC):

The English Language Development Centre (ELDC) helps students develop the critical thinking, vocabulary and academic communication skills essential for achieving academic and professional success. Personalized support includes: RWE (for academic writing); Communication Cafés (oral); Discussion Skill-Building Cafés; Vocabulary Cafés;

seminars/workshops; personal ELD consultations; drop-in sessions.
<http://ctl.utsc.utoronto.ca/eld/>

The Writing Centre (TWC) offers invaluable services to students (learn to become a better writer!) and offers many different kinds of help: drop-in sessions, individual consultations, workshops, clinics, and writing handouts. <http://ctl.utsc.utoronto.ca/twc/>

These sessions are currently offered online. Please go to the link to find out more information.

7. Additional Procedural Points:

- (a) Students who require special accommodations and arrangements for writing the test and examination should be in contact with the Accessibility Special Services Office to ensure that arrangements can be made on a timely basis.
- (b) According to the Academic Regulations of UTSC (please refer to [http://www.utsc.utoronto.ca/courses/calendar02/Academic_Regulations_\(Part_III\).html](http://www.utsc.utoronto.ca/courses/calendar02/Academic_Regulations_(Part_III).html)), if students are scheduled to write two final examinations at the same time, they should report their conflicts to the Assistant Registrar (Scheduling) (416-287-7540). The [exam conflict policy](#) that requires students to notify the Registrar's Office if they 1) have a direct conflict with two exams that overlap; 2) have three consecutive exams in three consecutive time slots; or 3) have a conflicting religious observance, will be extended. This policy is augmented to address problems arising from significant time zone differences. For issues arising from time zone differences, for exams that occur outside the normal exam hours of 9:00 am to 10:00 pm in a student's local time zone, we will treat these affected exams as being in conflict and the Registrar will organize alternative writing times upon request.
- (c) Arrangements will normally be made for students to write both examinations on the same day. Where the conflict involves a St. George Campus course, arrangements will normally be made for both examinations to be written at University of Toronto at Scarborough. Requests for such arrangements must be made no later than two full weeks before the commencement of examinations and will not be considered after that time.
- (d) **Policy on Missed Assignments/Tests:**
The university has created a standardized form for students who are requesting special academic consideration based on illness or injury. The form focuses upon the degree of incapacitation that the illness or injury has upon the student's academic functioning and the timeline of that incapacitation, rather than on diagnosis and /or details of the problem. All students must now have a health professional complete this new form:
<http://www.illnessverification.utoronto.ca/getattachment/index/Verification-of-Illness-or-Injury-form-Sep-22-2013.pdf.aspx>
- (e) Students who find that, due to illness, they are unable to write the term tests, should notify the instructor before the test date. Students should provide the instructor with a medical note, and try to arrange a make-up term test before the term test results are released. If students who miss a particular term test and fail to contact the instructor within 24 hours of the exam date to arrange for the make-up term test, s/he will receive 0 for the particular term test.

- (f) Students are expected to start on time for all the tests and examinations. There will not be any additional time available if the tests/examinations are started late.
- (g) The use of a simple, non-programmable, quiet, non-printing calculator will be permitted in all term tests. The allowed calculators include: Texas Instruments TI 30 Explorer Plus, Sharp EL509 and 531, Cassio FX 65 and 280.

8. Studying

The coverage of material in this course is extensive and rigorous. Experience has shown that students who fail to keep up-to-date at all times, no matter what their previous background in the subject, will tend to have difficulty in handling the material, which is of a cumulative nature, on tests and examinations.

It is generally agreed that one needs to work through a substantial number of exercises and problems in order to understand the concepts and procedures involved in accounting courses. In the sessions a number of text questions will be discussed. It is important to understand that questions on the final examination may differ significantly from text exercises. Questions from the text usually reflect the material in a single chapter, are often variations of chapter illustrations, cover only selected portions of the assigned material, are usually “complete” problems (in the sense that one is expected to follow a logical procedure from start to finish) and are done on an “open-book” basis. Test questions on the other hand, may combine materials from a number of chapters, may require selection of ideas or concepts from any part of the course (or even from prerequisite courses), may focus on only one small part of a larger process, may be non-directive (open-ended) in nature, may require answers in the form of essays or formal reports and are “closed-book”.

You are expected to have completed the assigned readings before the session for which the items are listed. Please have your copy of the text available during the sessions. At the end of most chapters are Self-study Problems with solutions provided. It is strongly recommended that you attempt to solve these problems before tackling some of the more complex text questions.

Questions discussed/solved during the sessions should be viewed as a minimum effort in order to understand the course. Students are strongly urged to attempt other problems from the text. To assist in this effort, solutions will be accessible in the instructor's office during specified hours. Students should attempt their own solution of the problems *before* verifying their answers. Photocopying of solutions will not be permitted.

9. Academic Misconduct:

Academic integrity is essential to the pursuit of learning and scholarship in a university. The University treats cases of cheating and plagiarism very seriously. The University of Toronto's Code of Behaviour on Academic Matters (<http://www.governingcouncil.utoronto.ca/Assets/Governing+Council+Digital+Assets/Policies/PDF/ppjun011995.pdf>) outlines the behaviours that constitute academic dishonesty and the processes for addressing academic offences. Any student caught engaging in such activities will be subject to academic discipline ranging from a mark of zero on the assignment, test or examination to dismissal from the university as outlined in the Code of Behavior on Academic Matters. Any student abetting or otherwise assisting in such misconduct will also be subject to

academic penalties. If you like to find out more information regarding university advice for ‘How not to plagiarize’, please use the following url: <https://advice.writing.utoronto.ca/using-sources/how-not-to-plagiarize/>

More generally, the link below includes a lot of useful advice for students on academic writing: <https://advice.writing.utoronto.ca/>

FIPPA language:

This course, including your participation, will be recorded on video and will be available to students in the course for viewing remotely and after each session. Course videos and materials belong to your instructor, the University, and/or other sources depending on the specific facts of each situation, and are protected by copyright. In this course, you are permitted to download session videos and materials for your own academic use, but you should not copy, share, or use them for any other purpose without the explicit permission of the instructor.

For questions about recording and use of videos in which you appear please contact your instructor.

10. Tutorial Sessions and Room Information:

We have provided 4 tutorial sessions (2 before the midterm and 2 before the final exam) throughout the term. The questions discussed in the tutorials are listed on the course outline.

Section	Time	Room
TUT0001	(Friday) 9 AM – 11 PM	IC212
TUT0002	(Friday) 10 AM – 12 PM	IC204
TUT0003	(Friday) 12 PM – 2 PM	IC204

MGAB03H3 COURSE SYLLABUS

Week #	Date	TEXT CHAPTER <i>To be read before the session</i>	Discussion/Self-Study Questions	Tutorial Questions & Term Test Dates	Assignments Due Date
1	May 9/10	Ch 1: Introduction Ch 2: Cost Terminology	E1-23, P1-38 E2-21		
2	May 16/17	Ch 2: Cost Function	E2-22, P2-41, P2-42		
3	May 24/30	Ch 3: CVP Analysis	E3-37, P3-43, P3-56	Tutorial 1: June 3 E1-25, E2-38, E3-29, E3-32, E3-33, P3-48	June 5 Assignment #1
4	May 31/June 6	Ch 5 (I): Cost Flows	E5-21, E5-24, E5-35		
5	June 7/13	Ch 5 (II): Job Costing	E5-26, P5-54, P5-55		June 19 Assignment #2
6	June 14/20	Ch 7: ABC & ABM	E7-25, E7-30, P7-47	Tutorial 2: June 17 E5-33, E5-34, P5-51, E7-29, E7-33, P7-42	June 26 Midterm Comprehensive Quiz (MCQ)
Reading Week (June 21st – 25th) – No Class					
7	Midterm Test (25%) – (Chapters 1, 2, 3, 5, and 7) – Date & Time (TBD)				
8	July 4/5	Ch 10: Budgeting & Control	E10-31, E10-41, E1-42		
9	July 11/12	Ch 4: Decisions I (Non-routine Operating Decisions)	E4-33, P4-43, P4-48		July 17 Assignment #3
10	July 18/19	Ch 13: Decisions II (Strategic Investment Decisions)	E13-26, P13-39, P13-49	Tutorial 3: July 22 E10-39, P10-55, E4-30, E4-32	July 24 Assignment #4
July 25		Last day to drop Y courses without academic penalty			
11	July 25/26	Ch 14: Pricing Decisions (Transfer Price Policies – page 599-606)	E14-29, E14-30, E14-32		July 31 Case Assignment
12	August 2/8	Ch 18: Performance Evaluation and Compensation	E18-23, P18-34	Tutorial 4: Aug 5 E13-27, E13-37, P13-44, E14-31, P14-42, P14-50	August 7 Assignment #5 August 12 (Friday) Final Comprehensive Quiz (FCQ)
August 11 – 12 Study Break; August 13 – 24 Final Exam (35%) – Time (TBD) Please note that the deadline for all assignments is 11:59 pm on the due date.					

***These are tentative dates and will be confirmed by the Registrar's Office.**