

COURSE INFORMATION

Course title:	Foundations in Accounting II	Credits:	1.5
Course code:	BAAC 551	Class location:	HA 133
Session, term, period:	2021W2, Period 3	Class times:	001 8:00-9:50am 002 10:00-11:50am
Section(s):	001 and 002	Pre-requisites:	BAAC 550
Course duration:	Jan. 4 – Feb 2, 2022	Co-requisites:	None
Division:	Accounting		
Program:	MBA		

INSTRUCTOR INFORMATION

Instructor:	Mary Chong, CPA, CA, MEd		
Phone:	604-822-0065		
Email:	mary.chong@sauder.ubc.ca	Office hours:	By appointment on Zoom. See Canvas site for Meeting ID and Password
Tutorial (optional)	Laura Lopez	Email:	lelr9206@student.ubc.ca
Tutorial date/time:	M 12:30 – 1:30pm (starting Jan 10)		
TA (Section 001)	Cindy Chen	Email:	cindy.chen@sauder.ubc.ca
TA (Section 002)	Gordon Zhang	Email:	guorongz@student.ubc.ca

COURSE DESCRIPTION

This course introduces students to the key aspects of managerial accounting. Managerial accounting, which focuses on internal users (such as managers and employees), is distinct from financial accounting, which focuses on external users (such as investors and creditors). Managerial accounting emphasizes planning, directing and controlling an organization with significant emphasis on internal financial analysis and assessment.

COURSE FORMAT

Class time will be used for a combination of lectures, discussion, and analysis to accomplish the learning objectives below. We will meet in-person during the Class Times indicated above under Course Information.

LEARNING OBJECTIVES

This course will explore concepts on cost system design, cost behavior, cost-volume profit relationships, budgeting, variance analysis, and decision making.

Upon completion of the course, students will be able to:

- Identify the features of managerial accounting and the functions of management.
- Describe the different classes of manufacturing costs.
- Describe the differences between product and period costs.
- Compute cost of goods manufactured.

- Understand and describe important concepts such as the value chain and balanced scorecard.
- Explain the difference between a Job Order Costing system and a Process Costing system.
- Track the flow of costs in a Job Order Costing system.
- Discuss the difference between traditional costing and activity-based costing.
- Explain the basics of cost-volume-profit analysis.
- Use the concepts of relevant and incremental costs in decision-making.
- Discuss the essentials of effective budgeting.
- Prepare a Master Budget and a Flexible Budget.
- Prepare a Cash Budget and understand the key aspects of a Budgeted Balance Sheet.
- Compute and evaluate variances.
- Discuss responsibility accounting.

ASSESSMENTS

Summary

<u>Component</u>	<u>Weight</u>
On-line Quizzes	20%
In-class Quiz	30%
Final exam	50%
Total	100%

Details of Assessments

On-line Quizzes – There will be seven on-line timed quizzes in the course. Students have two attempts at each quiz and the higher mark of the two will be recorded. The due dates are indicated on page 6.

In-Class quiz – See Course Schedule on the last page for date of In-Class Quiz.

Final exam - The final exam will include all materials covered in the course. Date of the final exam will be determined by Administration and will be announced later in the term.

LEARNING MATERIALS

Required:

Financial & Managerial Accounting, 4th Edition, WileyPLUS access with built in E-text for Canvas Integration, by Weygandt, Kimmel and Kieso (ISBN 9781119752547). This is a 2 semester access. (Note that limited quantities of a loose-leaf paper version of the textbook is available through the UBC Bookstore. The ISBN for the loose-leaf textbook with WileyPLUS access with Canvas Integration is 9781119856139. This must be purchased through the UBC Bookstore.)

(NOTE: This is the same textbook used for Accounting I so you do not need to purchase anything new.)

Articles from journals and business reports will be used to enhance understanding of concepts. These will be posted on Canvas.

COURSE-SPECIFIC POLICIES AND RESOURCES

Missed or late assignments, and regrading of assessments

Late or missed submissions of quizzes will not be accepted and will receive a grade of zero.

Academic Concessions

If extenuating circumstances arise, please contact the RHL Graduate School program office as early as reasonably possible, and submit an [Academic Concession Request & Declaration Form](https://webforms.sauder.ubc.ca/academic-concession-rhlee) <https://webforms.sauder.ubc.ca/academic-concession-rhlee>. If an academic concession is granted during the course, the student will be provided options by RHL, or by the instructor in consultation with RHL, per [UBC's policy on Academic Concession](#).

POLICIES APPLICABLE TO COURSES IN THE ROBERT H. LEE GRADUATE SCHOOL

Attendance

Excepting extenuating circumstances, students are expected to attend 100% of their scheduled class hours. Absent students limit their own academic potential, and that of their classmates, and cause unnecessary disruption to the learning environment. Students missing more than 20% of the total scheduled class hours for a course (including classes held during the add/drop period) without having received an academic concession will be withdrawn from that course. Withdrawals, depending on timing, could result in a "W" or an "F" standing on the transcript.

COVID-19 Policies for Attendance & Academic Concessions:

If a student feels unwell, they should stay home and send a courtesy email to each impacted instructor and cc their program manager. The student should also submit an [Academic Concession Request & Declaration Form](#).

If a student suspects possible COVID-19 infection, they should use the BC Ministry of Health's [self-assessment tool](#), to help determine whether further assessment or testing for COVID-19 is recommended.

If a student is required to self-isolate (e.g., while waiting for test results), they should follow the steps above (stay home, email instructor(s) and program manager, submit an [Academic Concession Request & Declaration Form](#), and follow BC Health Guidance.

Students who are required to quarantine, should get in touch with their Program Manager to discuss the possibility of academic concessions for each impacted course. The Program Manager will work closely with your instructors to explore options for you to make up the missed learning.

COVID-19 Safety in the Classroom:

Masks: Masks are **required** for all indoor classes, as per the BC Public Health Officer orders. For our in-person meetings in this class, it is important that all of us feel as comfortable as possible engaging in class activities while sharing an indoor space. For the purposes of this order, the term "masks" refers to medical and non-medical masks that cover our noses and mouths. Masks are a primary tool to make it harder for COVID-19 to find a new host. You will need to wear a medical or non-medical mask for the duration of our class meetings, for your own protection, and the safety and comfort of everyone else in

the class. You may be asked to remove your mask briefly for an ID check for an exam, but otherwise, your mask should cover your nose and mouth. Please do not eat in class. If you need to drink water/coffee/tea/etc, please keep your mask on between sips. Students who need special accommodation are asked to discuss this with the program office.

Seating in class: To reduce the risk of COVID-19 transmission, please sit in a consistent area of the classroom each day. This will minimize your contacts and will still allow for the pedagogical methods planned for this class to help your learning.

Visit the following website for the most recent updates regarding COVID-19 protocol on campus:
<https://students.ubc.ca/campus-life/returning-to-campus>

Punctuality

Students are expected to arrive for classes and activities on time and fully prepared to engage. Late arrivals may be refused entry at the discretion of the instructor or activity lead. Students arriving later than halfway through a scheduled class will be treated as absent for that class.

Electronic Devices

In-Person Regulations

Devices such as laptops, tablets, and cell phones are not permitted to be used in class unless directed by the instructor for in-class activities. Students who do not follow the School's policy in this regard may be required to leave the room for the remainder of the class, so that they do not distract others. Research shows that students' use of laptops in class has negative implications for the learning environment, including reducing their own grades and the grades of those sitting around them.

Citation Style

Please use the American Psychological Association (APA) reference style to cite your sources.

Details of the above policies and other RHL Policies are available at:

<http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,199,506,1625>

UNIVERSITY POLICIES AND RESOURCES

UBC provides resources to support student learning and to maintain healthy lifestyles but recognizes that sometimes crises arise and so there are additional resources to access including those for survivors of sexual violence. UBC values respect for the person and ideas of all members of the academic community. Harassment and discrimination are not tolerated nor is suppression of academic freedom. UBC provides appropriate accommodation for students with disabilities and for religious observances. UBC values academic honesty and students are expected to acknowledge the ideas generated by others and to uphold the highest academic standards in all of their actions. Details of the policies and how to access support are available on the UBC Senate website at <https://senate.ubc.ca/policies-resources-support-student-success>.

Respect for Equity, Diversity, and Inclusion

The UBC Sauder School of Business strives to promote an intellectual community that is enhanced by diversity along various dimensions including status as a First Nation, Metis, Inuit, or Indigenous person, race, ethnicity, gender identity, sexual orientation, religion, political beliefs, social class, and/or disability. It is critical that students from diverse backgrounds and perspectives be valued in and well-served by their courses. Furthermore, the diversity that students bring to the classroom should be

viewed as a resource, benefit, and source of strength for your learning experience. It is expected that all students and members of our community conduct themselves with empathy and respect for others.

Academic Integrity

The academic enterprise is founded on honesty, civility, and integrity. As members of this enterprise, all students are expected to know, understand, and follow the codes of conduct regarding academic integrity. At the most basic level, this means submitting only original work done by you and acknowledging all sources of information or ideas and attributing them to others as required. This also means you should not cheat, copy, or mislead others about what is your work. Violations of academic integrity (i.e., misconduct) lead to the breakdown of the academic enterprise, and therefore serious consequences arise and harsh sanctions are imposed. For example, incidences of plagiarism or cheating may result in a mark of zero on the assignment or exam and more serious consequences may apply if the matter is referred to the President's Advisory Committee on Student Discipline. Careful records are kept in order to monitor and prevent recurrences.

Academic Freedom and Students Studying from Outside Canada

During this pandemic, the shift to online learning has greatly altered teaching and studying at UBC, including changes to health and safety considerations. Keep in mind that some UBC courses might cover topics that are censored or considered illegal by non-Canadian governments. This may include, but is not limited to, human rights, representative government, defamation, obscenity, gender or sexuality, and historical or current geopolitical controversies. If you are a student living abroad, you will be subject to the laws of your local jurisdiction, and your local authorities might limit your access to course material or take punitive action against you. UBC is strongly committed to academic freedom, but has no control over foreign authorities (please visit <http://www.calendar.ubc.ca/vancouver/index.cfm?tree=3,33,86,0> for an articulation of the values of the University conveyed in the Senate Statement on Academic Freedom). Thus, we recognize that students will have legitimate reason to exercise caution in studying certain subjects. If you have concerns regarding your personal situation, consider postponing taking a course with manifest risks, until you are back on campus or reach out to your academic advisor to find substitute courses. For further information and support, please visit: <http://academic.ubc.ca/support-resources/freedom-expression>

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All materials of this course (course handouts, lecture slides, assessments, course readings, etc.) are the intellectual property of the instructor or licensed to be used in this course by the copyright owner. Redistribution of these materials by any means without permission of the copyright holder(s) constitutes a breach of copyright and may lead to academic discipline and could be subject to legal action. Any lecture recordings are for the sole use of the instructor and students enrolled in the class. In no case may the lecture recording or part of the recording be used by students for any other purpose, either personal or commercial. Further, audio or video recording of classes are not permitted without the prior approval of the Instructor. Students may not share class Zoom links or invite others who are not registered to view sessions.

ACKNOWLEDGEMENT

UBC's Point Grey Campus is located on the traditional, ancestral, and unceded territory of the xwməθkwəyəm (Musqueam) people, who for millennia have passed on their culture, history, and traditions from one generation to the next on this site.

ONLINE TEACHING TOOL & REQUIREMENTS

Zoom will be used for office hours.

COURSE SCHEDULE

(Subject to change with notice)

Class	Date	CLASS TOPICS	ACTIVITIES / READINGS	DELIVERABLES
Class 1	Jan 5	Managerial Accounting Concepts	Chapter 14	
Class 2	Fri. Jan 7 (make up class for Jan 3 stat)	Costing Systems and Cost Behavior Job Order Costing	Chapter 15	
Class 3	Jan 10	Job Order Costing Process Costing	Chapter 15, 16	
Class 4	Jan 12	Process Costing Activity-Based Costing	Chapter 16 and 17	Friday, Jan 14 at 11:59 pm - On-line Quizzes #1 and #2 (Chapters 14 and 15)
Class 5	Jan 17	Cost-Volume-Profit	Chapter 18	
Class 6	Jan 19	Cost-Volume-Profit Analysis – Additional Issues	Chapter 19	Friday, Jan 21 at 11:59pm - On-Line Quizzes #3 and #4 (Chapters 18 and 19)
Class 7	Jan 24	Incremental Analysis and Decision Making	Chapter 20	
Class 8	Jan 26	Incremental Analysis and Decision Making	Chapter 20	In-Class Quiz Friday, Jan 28 at 11:59pm – On-Line Quiz #5 (Chapter 20)
Class 9	Jan 31	Budgetary Planning	Chapter 22	
Class 10	Feb 2	Budgetary Control and Responsibility Accounting	Chapter 23	Friday, Feb. 4 at 11:59PM - On-Line Quizzes #6 and #7 (Chapters 22 and 23).
Final Exam		Exam Week Feb 7-11		