



# ACCG2000

## Management Accounting

Session 1, Weekday attendance, North Ryde 2020

*Department of Accounting & Corporate Governance*

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### Disclaimer

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## General Information

Unit convenor and teaching staff

Amy Tung

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4ER 340

Monday 10am-12pm

Moderator

Kevin Baird

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Credit points

10

Prerequisites

50cp at 1000 level or above including ACCG100 or ACCG1000 or ACCG106

Corequisites

Co-badged status

Unit description

This unit is the first of the two units in cost and management accounting that are required for accreditation with CPA Australia, the Chartered Accountants Australia and New Zealand (CAANZ) and the Institute of Public Accountants (IPA). The unit explains how cost information is generated and used in organisations for decision making purposes. There are three main parts to the unit: 1) using costs for decision making; 2) costing techniques (job/process costing and cost allocations); and 3) budget setting and evaluating performance against the budget. By the end of the unit, students are able to distinguish between the various product costing techniques available, solve problems by identifying and selecting appropriate courses of action, and demonstrate an understanding of budgeting techniques and the behavioural issues associated with budgeting practices.

## Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at <https://www.mq.edu.au/study/calendar-of-dates>

## Learning Outcomes

On successful completion of this unit, you will be able to:

**ULO1:** Distinguish between management and financial accounting and assess business operations using various product costing, budgeting and decision-making techniques

**ULO2:** Discuss and analyse management accounting issues and information.

**ULO3:** Use Microsoft Excel for fundamental managerial accounting planning, control and evaluation tasks.

**ULO4:** Apply appropriate management accounting concepts and techniques to formulate informed solutions to business problems.

## Assessment Tasks

### Coronavirus (COVID-19) Update

Assessment details are no longer provided here as a result of changes due to the Coronavirus (COVID-19) pandemic.

Students should consult [iLearn](#) for revised unit information.

[Find out more about the Coronavirus \(COVID-19\) and potential impacts on staff and students](#)

## General Assessment Information

### In Class Test

**Submission:** The in-class tests will be held in week 6 and week 10. Students MUST attend their registered tutorial to take the test.

**Extension:** No extension will be granted.

**Penalties:** Students who have not attended the test in their registered tutorial will be awarded a mark of 0 for the task.

This penalty does not apply for cases in which an application for [Special Consideration](#) is made and approved. Note: applications for [Special Consideration Policy](#) must be made within 5 (five) business days of the due date and time.

**Feedback:** Test papers with feedback will be returned to students in the week 7 and week 11 tutorials.

### Weekly Assignment

**Submission:** Students are required to submit the weekly assignments to their tutor by the end of their registered tutorial class.

**Extension:** No extension will be granted.

**Penalties:** A mark of ZERO will be given for non-submission. This penalty does not apply for cases in which an application for [Special Consideration](#) is made and approved. Note:

applications for Special Consideration Policy must be made within 5 (five) business days of the due date and time.

**Feedback:** Feedback will be provided in the next tutorial following the collection of each assignment.

## Excel Assignment

**Submission:** Students are required to complete and submit the excel assignment via iLearn by 6 p.m. Friday 1<sup>st</sup> May (Week 8).

**Penalties:** *A mark of ZERO will be given for non-submission. There will be a deduction of 10% of the total available marks made from the total awarded marks for each 24 hour period or part thereof that the submission is late (for example, 25 hours late in submission - 20% penalty).* This penalty does not apply for cases in which an application for Special Consideration is made and approved. Note: applications for Special Consideration Policy must be made within 5 (five) business days of the due date and time.

**Feedback:** *A feedback sheet will be provided to each student in week 12 via iLearn.*

## Delivery and Resources

### Coronavirus (COVID-19) Update

Any references to on-campus delivery below may no longer be relevant due to COVID-19.

Please check here for updated delivery information: [https://ask.mq.edu.au/account/pub/display/unit\\_status](https://ask.mq.edu.au/account/pub/display/unit_status)

## Classes

Students should attend three hours of face-to-face teaching per topic consisting of a one-and-half hour lecture and a one-and-half hour tutorial. The lecture will also be available via iLecture on the unit website by the end of each lecture. Students are advised to note that any changes to tutorial classes must be made online through eStudent. Students wishing to change their tutorial time should login to eStudent and enrol in a class where there is a vacancy. Staff members WILL NOT deal with tutorial changes unless there are exceptional circumstances. It is each student's responsibility to know which tutorial group they have been allocated to. Students will not be awarded any tutorial marks unless they attend the class in which they are formally enrolled. The timetable for classes can be found on the University web site at:  
<http://www.timetables.mq.edu.au>.

Students are also required to register in a one-off three hour excel workshop during the mid session break via eStudent. Students must attend their registered workshop and any changes must be made online through eStudent.

## Prizes

Details of prizes for this unit are available at: [http://www.businessandeconomics.mq.edu.au/undergraduate\\_degrees/prizes\\_scholarships](http://www.businessandeconomics.mq.edu.au/undergraduate_degrees/prizes_scholarships).

### **Required and Recommended Texts and/or Materials**

*Management Accounting, Information for creating and managing value*, by Kim Langfield-Smith, David A. Smith, Paul Andon, Ronald W. Hilton and Helen Thorne, 8th Edition, 2018, McGraw-Hill.

Access to this text is essential for lecture references and for tutorial questions. This text can be purchased online from Booktopia <https://www.booktopia.com.au/coop>

### **Unit Web Page**

The web page for this unit can be found at: <http://ilearn.mq.edu.au>

You should also contact the IT helpdesk if you need assistance with using this website. Alternatively, use the help feature provided. Make sure that when you have finished website that you Log Out. Failure to do so could allow unauthorised access to your account.

The following information will be available on the website: • Assessment guide • Important announcements • Lecture notes • Staff consultation hours • Staff contact details • Tutorial questions and solutions • Online practice quizzes • Other relevant material

You are encouraged to regularly check the website and use it as an information and resource centre to assist with your learning.

### **Teaching and Learning Strategy**

The course is structured around a 1.5 hour lecture and a 1.5 hour tutorial per topic. Lectures are intended to provide students with an overview of the main concepts and techniques. Lectures may not cover all of the material and students are expected to read all of the prescribed references prior to the lecture. Tutorials will be run on a workshop basis with students being given the opportunity to apply the concepts to additional problems and exercises. The tutorials are designed to provide an interactive environment in which students will be able to discuss issues and problems with each other, and their tutor, in order to improve their understanding of material. Regular class attendance, reading of prescribed references and the completion of tutorial and revision questions are essential for satisfactory progress in this course.

Lecture slides and additional material for tutorials and lectures will be available to download via the unit website. You must bring copies of the relevant material to lectures and tutorials each teaching day. Any other announcement regarding the unit will also be available from the website.

## **Unit Schedule**

### **Coronavirus (COVID-19) Update**

The unit schedule/topics and any references to on-campus delivery below may no longer be relevant due to COVID-19. Please consult [iLearn](https://ask.mq.edu.au/account/pub/display/unit_status) for latest details, and check here for updated delivery information: [https://ask.mq.edu.au/account/pub/display/unit\\_status](https://ask.mq.edu.au/account/pub/display/unit_status)

Lecture Week	Week commencing:	Topic	Prescribed references
1	24 <sup>th</sup> February	<b>Introduction &amp; Basic cost concepts and terms</b>	Chapter 1; Chapter 2; Chapter 3
2	2 <sup>nd</sup> March	<b>Cost Volume Profit Analysis</b>	Chapter 18
3	9 <sup>th</sup> March	<b>Product Costing Systems – Job Costing</b>	Chapter 4 pp.132-144 and pp.147-159
4	16 <sup>th</sup> March	<b>Excel Lecture (Wednesday 18<sup>th</sup> April)</b>	All excel videos and the excel assignment
5	23 <sup>rd</sup> March	<b>Process Costing</b>	Chapter 4 pp.145-146 and pp.160-163; Chapter 5 pp.185-197
6	30 <sup>th</sup> March	<b>A Closer Look at Overhead Costs</b>	Chapter 7
7	6 <sup>th</sup> April	<b>Activity-Based Costing</b>	Chapter 8
<b>MID-SESSION BREAK (From 13<sup>th</sup> April to 24<sup>th</sup> April)</b>			
8	27 <sup>th</sup> April	<b>Service Costing</b> <i>Excel assignment due on Friday 1<sup>st</sup> May at 6pm</i>	Chapter 6
9	4 <sup>th</sup> May	<b>Information for Decisions</b>	Chapter 19
10	11 <sup>th</sup> May	<b>Product Mix Decisions</b>	Chapter 20 pp. 980-983 and pp. 988-991
11	18 <sup>th</sup> May	<b>Budgeting</b>	Chapter 9; Chapter 11 pp. 522 – 528
12	25 <sup>th</sup> May	<b>Standard Costing for Control</b>	Chapter 10; Chapter 11 pp. 529-546
13	1 <sup>st</sup> June	<b>Final Exam Revision</b>	

## Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central \(https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central\)](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- [Academic Appeals Policy](#)

- [Academic Integrity Policy](#)
- [Academic Progression Policy](#)
- [Assessment Policy](#)
- [Fitness to Practice Procedure](#)
- [Grade Appeal Policy](#)
- [Complaint Management Procedure for Students and Members of the Public](#)
- [Special Consideration Policy](#) (**Note:** The Special Consideration Policy is effective from 4 December 2017 and replaces the Disruption to Studies Policy.)

Students seeking more policy resources can visit the [Student Policy Gateway](https://students.mq.edu.au/support/study/student-policy-gateway) (<https://students.mq.edu.au/support/study/student-policy-gateway>). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

If you would like to see all the policies relevant to Learning and Teaching visit [Policy Central](http://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central) (<http://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central>).

## Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: <https://students.mq.edu.au/study/getting-started/student-conduct>

## Results

Results published on platform other than [eStudent](#), (eg. iLearn, Coursera etc.) or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in [eStudent](#). For more information visit [ask.mq.edu.au](http://ask.mq.edu.au) or if you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto:globalmba.support@mq.edu.au)

## Student Support

Macquarie University provides a range of support services for students. For details, visit <http://students.mq.edu.au/support/>

## Learning Skills

Learning Skills ([mq.edu.au/learningskills](http://mq.edu.au/learningskills)) provides academic writing resources and study strategies to help you improve your marks and take control of your study.

- [Getting help with your assignment](#)
- [Workshops](#)
- [StudyWise](#)
- [Academic Integrity Module](#)

The Library provides online and face to face support to help you find and use relevant information resources.

- [Subject and Research Guides](#)
- [Ask a Librarian](#)

## Student Services and Support

Students with a disability are encouraged to contact the [Disability Service](#) who can provide appropriate help with any issues that arise during their studies.

## Student Enquiries

For all student enquiries, visit Student Connect at [ask.mq.edu.au](http://ask.mq.edu.au)

If you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto:globalmba.support@mq.edu.au)

## IT Help

For help with University computer systems and technology, visit [http://www.mq.edu.au/about\\_us/offices\\_and\\_units/information\\_technology/help/](http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/).

When using the University's IT, you must adhere to the [Acceptable Use of IT Resources Policy](#). The policy applies to all who connect to the MQ network including students.