ACCG2000

Management Accounting

Session 2, Special circumstance 2020

Department of Accounting & Corporate Governance

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Disclaimer

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Notice

As part of Phase 3 of our return to campus plan, most units will now run tutorials, seminars and ot her small group learning activities on campus for the second half-year, while keeping an online ver sion available for those students unable to return or those who choose to continue their studies onli ne.

To check the availability of face-to-face and onlin e activities for your unit, please go to timetable vi ewer. To check detailed information on unit asses sments visit your unit's iLearn space or consult yo ur unit convenor.

General Information

Unit convenor and teaching staff
Unit Convenor
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Level 2 Room 211, 4ER Building

Tutor
Binh Bui
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Lecturer (Excel)
Nicky Bull
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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

Name	Weighting	Hurdle	Due
Online In-class Test	20%	No	Week 6 (5th Sept) and Week 11 (24 Oct)
Excel Assignment	10%	No	6 pm Friday 2nd Oct (Week 8)
Final Examination	60%	No	Session 2 Final Exam Period
Weekly Assignment	10%	No	Week 2-13

Online In-class Test

Assessment Type [1]: Quiz/Test
Indicative Time on Task [2]: 20 hours
Due: **Week 6 (5th Sept) and Week 11 (24 Oct)**
Weighting: **20%**

Two online tests (10%) will be conducted during the session.

On successful completion you will be able to:

- Distinguish between management and financial accounting and assess business operations using various product costing, budgeting and decision-making techniques
- Discuss and analyse management accounting issues and information.
- Apply appropriate management accounting concepts and techniques to formulate informed solutions to business problems.

Excel Assignment

Assessment Type [1]: Quantitative analysis task
Indicative Time on Task [2]: 10 hours
Due: **6 pm Friday 2nd Oct (Week 8)**
Weighting: **10%**

The excel assignment will allow students to demonstrate competences in the use of excel spreadsheets and their use in management accounting. Further details on the excel assignment will be made available via the unit website.

On successful completion you will be able to:

- Use Microsoft Excel for fundamental managerial accounting planning, control and evaluation tasks.
- Apply appropriate management accounting concepts and techniques to formulate informed solutions to business problems.

Final Examination

Assessment Type [1]: Examination
Indicative Time on Task [2]: 40 hours
Due: **Session 2 Final Exam Period**
Weighting: **60%**

A two hours online exam for this unit will be held during the University Examination period.

On successful completion you will be able to:

- Distinguish between management and financial accounting and assess business operations using various product costing, budgeting and decision-making techniques
- Discuss and analyse management accounting issues and information.
- Apply appropriate management accounting concepts and techniques to formulate informed solutions to business problems.

Weekly Assignment

Assessment Type [1]: Participatory task
Indicative Time on Task [2]: 10 hours
Due: **Week 2-13**

Weighting: **10%**

Students are expected to make a genuine attempt at completing the weekly assigned tutorial questions. During the session, five weekly assignments (2% each) will be randomly collected and assessed by the tutor. Further details on the weekly assignment will be made available via the unit website.

On successful completion you will be able to:

- Distinguish between management and financial accounting and assess business operations using various product costing, budgeting and decision-making techniques
- Discuss and analyse management accounting issues and information.
- Apply appropriate management accounting concepts and techniques to formulate informed solutions to business problems.

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[1] If you need help with your assignment, please contact:

- the academic teaching staff in your unit for guidance in understanding or completing this type of assessment
- the Writing Centre for academic skills support.

[2] Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation

Delivery and Resources

Classes

During the session, students should attend weekly three hours classes per topic consisting of a one-and half hour lecture and a one-and-half hour tutorial. The lecture will be online (recorded). The lecture will also be available via echo on the unit website. Tutorials are available either face to face on campus or online via zoom. 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.

Prizes

Details of prizes for this unit are available at: 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 center 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. Any other announcement regarding the unit will also be available from the website.

Unit Schedule

UNIT SCHEDULE

Lecture Week	**Week Commencing:**	**Topic**	**Prescribed references**

1	27th July	**Introduction & Basic cost concepts and terms**	Chapter 1 Chapter 2 Chapter 3
2	3rd Aug	**Cost Volume Profit Analysis**	Chapter 18
3	10th Aug	**Product Costing Systems – Job Costing**	Chapter 4 pp.132-144 and pp.147-159
4	17th Aug	**Excel Lecture**	All excel videos and the excel assignment
5	24th Aug	**Process Costing**	Chapter 4 pp.145-146 and pp.160-163; Chapter 5 pp.185-197
6	31st Aug	**A Closer Look at Overhead Costs** ***Online test Saturday 5 Sept (time to be advised via ilearn)***	Chapter 7
7	7th Sept	**Activity-Based Costing**	Chapter 8
	12 Sept - 27 Sept	**MID SESSION BREAK**	
8	28th Sept	**Service Costing** ***Excel assignment due on Friday 2nd Oct 6 pm***	Chapter 6
9	5th Oct	**Information for Decisions**	Chapter 19
10	12th Oct	**Product Mix Decisions**	Chapter 20 pp. 980-983; pp. 988-991
11	19th Oct	**Budgeting** ***Online test Saturday 24dh October (time to be advised via ilearn)***	Chapter 9 Chapter 11 pp. 522 – 528
12	26th Oct	**Standard Costing for Control**	Chapter 10 Chapter 11 pp. 529-546
13	2nd Nov	**Final Exam Revision**	

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). 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). 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 (https://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 or if you are a Global MBA student contact 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) 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

If you are a Global MBA student contact 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/.

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.