ACCG2000
Management Accounting
Session 1, In person-scheduled-weekday, North Ryde 2023

Department of Accounting and Corporate Governance

Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Information</td>
<td>2</td>
</tr>
<tr>
<td>Learning Outcomes</td>
<td>2</td>
</tr>
<tr>
<td>General Assessment Information</td>
<td>3</td>
</tr>
<tr>
<td>Assessment Tasks</td>
<td>3</td>
</tr>
<tr>
<td>Delivery and Resources</td>
<td>5</td>
</tr>
<tr>
<td>Unit Schedule</td>
<td>5</td>
</tr>
<tr>
<td>Policies and Procedures</td>
<td>6</td>
</tr>
</tbody>
</table>

Disclaimer
Macquarie University has taken all reasonable measures to ensure the information in this publication is accurate and up-to-date. However, the information may change or become out-dated as a result of change in University policies, procedures or rules. The University reserves the right to make changes to any information in this publication without notice. Users of this publication are advised to check the website version of this publication [or the relevant faculty or department] before acting on any information in this publication.
General Information

Unit convenor and teaching staff
Unit Convenor
Dr Amy Tung
manamy.tung@mq.edu.au
Level 3 Room 340, 4ER Building
TBA

Lecturer (Excel)
Nicky Bull
nicole.bull@mq.edu.au

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.

General Assessment Information

Late Assessment Submission Penalty
Unless a Special Consideration request has been submitted and approved, a 5% penalty (of the total possible mark) will be applied each day a written assessment is not submitted, up until the 7th day (including weekends). After the 7th day, a grade of ‘0’ will be awarded even if the assessment is submitted. Submission time for all written assessments is set at 11.55pm. A 1-hour grace period is provided to students who experience a technical concern.

For any late submissions of time-sensitive tasks, such as scheduled tests/exams, performance assessments/presentations, and/or scheduled practical assessments/labs, students need to submit an application for Special Consideration.

Assessment Tasks

<table>
<thead>
<tr>
<th>Name</th>
<th>Weighting</th>
<th>Hurdle</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excel Assignment</td>
<td>10%</td>
<td>No</td>
<td>Week 6 Friday 31st March at 6 p.m.</td>
</tr>
<tr>
<td>Weekly Assignment</td>
<td>10%</td>
<td>No</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Final Examination</td>
<td>60%</td>
<td>No</td>
<td>During the University Exam Period</td>
</tr>
<tr>
<td>Online In-class Test</td>
<td>20%</td>
<td>No</td>
<td>Week 7 Saturday 8th April; Week 11 Saturday 20th May</td>
</tr>
</tbody>
</table>

Excel Assignment
Assessment Type 1: Quantitative analysis task
Indicative Time on Task 2: 10 hours
Due: Week 6 Friday 31st March at 6 p.m.
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.

Weekly Assignment
Assessment Type 1: Participatory task
Indicative Time on Task 2: 10 hours
Due: Ongoing
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.

Final Examination
Assessment Type 1: Examination
Indicative Time on Task 2: 40 hours
Due: During the University Exam Period
Weighting: 60%

A two-hour examination 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.

**Online In-class Test**

Assessment Type 1: Quiz/Test

Indicative Time on Task 2: 20 hours

Due: **Week 7 Saturday 8th April; Week 11 Saturday 20th May**

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.

---

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**

Please refer to iLearn for details of Delivery and Resources.

**Unit Schedule**

UNIT SCHEDULE
<table>
<thead>
<tr>
<th>Lecture Week</th>
<th>Week Commencing:</th>
<th>Topic</th>
<th>Prescribed references</th>
</tr>
</thead>
</table>
| 1            | 20th Feb        | Introduction & Basic cost concepts and terms | Chapter 1  
Chapter 2  
Chapter 3 |
| 2            | 27th Feb        | Cost Volume Profit Analysis | Chapter 18 |
| 4            | 13th Mar        | Excel Lecture | All excel videos and the excel assignment |
| 5            | 20th Mar        | Process Costing | Chapter 4 pp.136-138 and pp.151-154;  
Chapter 5 pp.177-184 |
| 6            | 27th Mar        | A Closer Look at Overhead Costs | Chapter 7  
*(Excel Assignment due on Friday 31st March at 6 p.m.)* |
| 7            | 3th Apr         | Activity-Based Costing | Chapter 8  
*(Online Test 1 Saturday 8th April)* |

**Mid Session Break 10th April - 23th April**

| 8            | 24th Apr        | Service Costing  
Absorption and Variable Costing | Chapter 6  
Chapter 7 p.306- p.311 |
| 9            | 1st May         | Information for Decisions | Chapter 19 |
| 10           | 8th May         | Product Mix Decisions | Chapter 20 pp. 933-938; pp. 945-947; pp. 952-955 |
| 11           | 15th May        | Budgeting | Chapter 9  
*(Online Test 2 Saturday 20th May)*  
Chapter 11 pp. 494 –498 |
| 12           | 22nd May        | Standard Costing for Control | Chapter 10  
Chapter 11 pp. 498-511 |
| 13           | 29th May        | Final Exam Revision | |

**Policies and Procedures**

Macquarie University policies and procedures are accessible from Policy Central ([https://policies.mq.edu.au](https://policies.mq.edu.au)). 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
- Assessment Procedure
- Complaints Resolution Procedure for Students and Members of the Public
- Special Consideration Policy

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

To find other policies relating to Teaching and Learning, visit Policy Central (https://policies.mq.edu.au) and use the search tool.

**Student Code of Conduct**

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: https://students.mq.edu.au/admin/other-resources/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

**Academic Integrity**

At Macquarie, we believe academic integrity – honesty, respect, trust, responsibility, fairness and courage – is at the core of learning, teaching and research. We recognise that meeting the expectations required to complete your assessments can be challenging. So, we offer you a range of resources and services to help you reach your potential, including free online writing and maths support, academic skills development and wellbeing consultations.

**Student Support**

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

**The Writing Centre**

The Writing Centre provides resources to develop your English language proficiency, academic writing, and communication skills.
Workshops
• Chat with a WriteWISE peer writing leader
• Access StudyWISE
• Upload an assignment to Studiosity
• Complete the 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
Macquarie University offers a range of Student Support Services including:

• IT Support
• Accessibility and disability support with study
• Mental health support
• Safety support to respond to bullying, harassment, sexual harassment and sexual assault
• Social support including information about finances, tenancy and legal issues
• Student Advocacy provides independent advice on MQ policies, procedures, and processes

Student Enquiries
Got a question? Ask us via AskMQ, or contact Service Connect.

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.