Welcome to Acct 4302! I am looking forward to spending this semester with you. I would appreciate hearing any feedback you have about the course as the semester progresses. I highly value student feedback as I work to continually improve Acct 4302 for future semesters!

DESCRIPTION OF COURSE CONTENT: The role and development of accounting and other information for use in planning, control, decision making, and performance evaluation. Application of appropriate quantitative and statistical methods. Accounting major with junior standing and ACCT 3311 with grade of C or higher, and INSY 2303 and BSTAT 3321.

STUDENT LEARNING OUTCOMES: Learning outcomes expected from this course are:

1. Demonstrate the ability to apply the concepts and methods of internal reporting for managerial planning and control.
2. Communicate clearly and effectively ideas in both oral and written forms.

To achieve the learning outcomes, we use a combination of lectures, assigned problems, and group project to examine various managerial accounting issues. Advance study of assigned chapter readings, diligent practice of in-class, quiz, and video problems as well as active participation in the group project are essential to your learning process.

REQUIRED TEXTBOOKS AND OTHER COURSE MATERIALS:


- Scantrons: One form 882-E is needed for each exam. Please bring 4 scantron forms to me as soon as possible, BEFORE the first exam. (Do not put your name on the scantrons. Clip them with a paper clip and attach a piece of paper to the scantrons with your name on the paper.)

- Blackboard: We will use Blackboard for online management of this course, and you can access MyAccountingLab directly from our class Blackboard page.

CLASS PREPARATION AND STUDY TIPS:

*Beyond the time spent in class, students should expect to spend an additional 9-12 hours per week in course-related activities (e.g., reading assignments, participation activities/quizzes, preparing for exams).

Before Class: Check the Course Schedule at the end of the syllabus to see what is assigned for a given class day. The Course Schedule notes that day’s reading assignment, and the Power Point slides related to each
chapter’s lecture are available within the relevant chapter’s folder in the Course Materials section of Blackboard. I strongly encourage you to download or print out the lecture slides and bring them to class. Lectures are intended to supplement the assigned reading. All participation activities noted on the Course Schedule are also available in Blackboard (see details in the Participation activities section of the syllabus).

**During Class:** We will use the Power Point slides as an outline for our class discussions and spend a lot of time working problems in class. In-class problems are noted in the lecture slides, and most of the problems come from our textbook. Thus, it would be helpful for you to bring your textbook to class. A few of the in-class problems are created by me and saved as handout problems in the relevant chapters’ folders in Course Materials. Please bring these handout problems to class for their chapter lectures. Class time will also be used to discuss your participation activities and other current events. Unlike many courses, accounting cannot be learned by reading and watching someone else explain, discuss and illustrate concepts and work problems. You must become actively involved! I strongly encourage you to re-work the problems we cover in class and also utilize the following study resources:

**Pre- and Post-Tests:** Ungraded pre- and post-tests are available for each chapter in MyAccountingLab, and they are a great way to gauge your understanding of the material. To access the pre- and post-tests, click on the MyAccountingLab link on the left-hand menu in Blackboard, select MyAccountingLab All Assignments. Once you have been transferred to MyAccountingLab, select Take a Quiz/Test.

**Study Plan and Dynamic Study Modules:** For further study resources, check out the Study Plan and Dynamic Study Modules in MyAccountingLab for additional practice problems and quizzes (also ungraded). To access these, click on the MyAccountingLab link on the left-hand menu in Blackboard, select MyAccountingLab Course Home. Once you have been transferred to MyAccountingLab, Study Plan and Dynamic Study Modules will be listed in the menu on the left side of the screen.

Those who do well in accounting generally and in this accounting course specifically are usually those students who have mastered the course material and can demonstrate that by working problems similar to those assigned in the class. Your skill and speed at solving problems is probably the best indication of the extent to which you have reached the goals of the class.

**DESCRIPTIONS OF MAJOR ASSIGNMENTS AND EXAMINATIONS**

**Participation activities:** At least one participation activity is noted in the Course Schedule for most days that we will meet. A total of 60 points are available from participation activities.

- Business news activities with a company name or topic (e.g., Pez, Brazilian Sugar) are worth two points each (unless noted differently on the course schedule) and involve either a brief reading or video followed by questions that you need to complete and submit through Blackboard. The business news activities are located in a folder within Course Materials called “Business News Assignments”. All Blackboard submissions will be checked for plagiarism and cheating using SafeAssign. You will be able to review the SafeAssign results, and can submit the assignment a second time if your SafeAssign score was higher than 60%. All participation assignments that involve question submissions must be completed by 7pm on the days for which they are assigned.

- Participation activities with “Video” in the name (e.g., Video 2-1) are worth two points each. These videos are located within the relevant chapter’s folder in the Course Materials section of Blackboard, and they discuss chapter concepts or show you how to work out select problems from the end of the chapter. Your completion of these video activities will be assessed by me in Blackboard through statistics tracking if you view the entire video. All participation assignments that involve viewing a video must be completed by 7pm on the days for which they are assigned.

- Your participation activity on December 1 involves in-class evaluation of your classmates’ group presentations and is worth six points.
• Business news and video participation activities that are completed after the due date and time will be assigned zero points. On presentation day, (1) if you are absent you will receive zero points for this participation activity, (2) if you are absent for a portion of the class you will lose some points.

**Quizzes:** Six chapter-related quizzes (10 points each) will be given this semester, and the lowest of the six scores will be dropped at the end of the semester. Each quiz is based on the chapter’s assigned reading, lecture, and in-class problems. The purpose of these quizzes is to ensure you have gleaned basic concepts from the chapter and can complete a few problems on your own. You have two attempts per quiz, and the highest score of the two attempts will be your grade for the quiz. All quizzes are available to you on the first day of class and are due at 7pm on the due dates noted in the Course Schedule (NOTE: all quizzes are due on Tuesdays). Quizzes submitted late will be given a score of zero. To access the quizzes, click on the MyAccountingLab link on the left-hand menu in Blackboard, select MyAccountingLab All Assignments, select Take a Quiz/Test.

A plagiarism quiz must also be completed, as shown on the course schedule. Completion of this quiz is a requirement for the group project discussed below and is not part of the 50 points available from quizzes. The plagiarism quiz is contained in the “Group Project” folder within Course Materials in Blackboard. Before attempting the quiz, you should review the plagiarism tutorial available at: [http://library.uta.edu/how-to/acknowledging-sources-plagiarism](http://library.uta.edu/how-to/acknowledging-sources-plagiarism)

**Exams:** There are four exams during the semester: three mid-terms (100 points each) and one final exam (150 points). The exams will be based on all materials assigned as well as those presented in class, including readings and textbook materials. Formats may include multiple choice questions, longer problems, and short answer/essay questions. The mid-term exams pertain to the chapters noted in the syllabus, and the final exam is comprehensive. The purpose of exams is to ensure that you have mastered the concepts from the reading and class discussions.

On exam days, I will provide all materials you need: exam, pencil, calculator, and scantron. You will be asked to put your backpacks, other bags, and books (i.e., all of your belongings including pencil cases) at the front, side, or back of the classroom. This includes your phone which must be turned off. If your phone rings during the exam, I may pick up your exam and ask you to leave the room. You are also not allowed to wear an Apple watch or similar device during the exam. I will assign seats on exam days, and seat assignments will change for each exam. I also reserve the right to move any student to a different seat during any exam.

**Make-Up Exams:** Please inform me in person or by email prior to the exam date if you will miss the exam. For reasons that are not emergency related, verifiable documents must be submitted and the exam has to be taken before the scheduled exam date. In the case of an emergency, verifiable written documents must be submitted in order to obtain approval for arranging a makeup exam. If you miss an exam without being excused, you will receive a zero for that exam.

**Pinterest Assignment:** The Pinterest assignment (20 points) will involve gathering information from the Internet related to the managerial accounting topics we cover and also reviewing the information gathered by fellow students in the class. Detailed information about the assignment will be given in a separate document. This is an individual assignment.

**Group Project:** The group project (100 points) will involve analyzing a case company and/or researching a topic relevant to managerial accountants. Each group will prepare a formal written report and an oral presentation for their project. Detailed information about the group project will be given in the coming weeks. You will select your own group, so please start thinking about who you might want as group members.
ATTENDANCE: At The University of Texas at Arlington, taking attendance is not required but attendance is a critical indicator in student success. Each faculty member is free to develop his or her own methods of evaluating students’ academic performance, which includes establishing course-specific policies on attendance. As the instructor of this section, I do not take regular attendance. However, while UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients “begin attendance in a course.” UT Arlington instructors will report when students begin attendance in a course as part of the final grading process. Specifically, when assigning a student a grade of F, faculty report the last date a student attended their class based on evidence such as a test, participation in a class project or presentation, or an engagement online via Blackboard. This date is reported to the Department of Education for federal financial aid recipients.

GRADING: Your semester grade will be based on the following:

<table>
<thead>
<tr>
<th>Points Distribution</th>
<th>Grading Scale</th>
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</thead>
<tbody>
<tr>
<td>Participation</td>
<td>A</td>
</tr>
<tr>
<td>Quizzes (5 x 10)</td>
<td>B</td>
</tr>
<tr>
<td>Mid-Term Exams (3 x 100)</td>
<td>C</td>
</tr>
<tr>
<td>Final Exam</td>
<td>D</td>
</tr>
<tr>
<td>Pinterest assignment</td>
<td>F</td>
</tr>
<tr>
<td>Group Project</td>
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All grades will all be maintained in the Blackboard gradebook. No final grade will be released by phone or email. Final grades will be posted in Blackboard once the semester is complete.

DROP POLICY: Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student’s responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance.** Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (http://wweb.uta.edu/aao/fao/).

DISABILITY ACCOMMODATIONS: UT Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including *The Americans with Disabilities Act (ADA), The Americans with Disabilities Amendments Act (ADAAA), and Section 504 of the Rehabilitation Act*. All instructors at UT Arlington are required by law to provide “reasonable accommodations” to students with disabilities, so as not to discriminate on the basis of disability. Students are responsible for providing the instructor with official notification in the form of a letter certified by the Office for Students with Disabilities (OSD). Only those students who have officially documented a need for an accommodation will have their request honored. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting:

- **The Office for Students with Disabilities (OSD)** [www.uta.edu/disability](http://www.uta.edu/disability) or calling 817-272-3364. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at [www.uta.edu/disability](http://www.uta.edu/disability).
• **Counseling and Psychological Services, (CAPS)** [www.uta.edu/caps/](http://www.uta.edu/caps/) or calling 817-272-3671 is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives.

**NON-DISCRIMINATION POLICY:** The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit [uta.edu/eos](http://uta.edu/eos).

**TITLE IX:** The University of Texas at Arlington (“University”) is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated. For information regarding Title IX, visit [www.uta.edu/titleIX](http://www.uta.edu/titleIX) or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or jmhood@uta.edu.

**ACADEMIC INTEGRITY:** Students enrolled all UT Arlington courses are expected to adhere to the UT Arlington Honor Code:

> I pledge, on my honor, to uphold UT Arlington’s tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.

> I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.

UT Arlington faculty members may employ the Honor Code in their courses by having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System Regents’ Rule 50101, §2.2, suspected violations of university’s standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student’s suspension or expulsion from the University. Additional information is available at [https://www.uta.edu/conduct/](https://www.uta.edu/conduct/).

As the instructor of this course, I require all students to sign an academic integrity statement for each exam.

**ELECTRONIC COMMUNICATION:** UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at [http://www.uta.edu/oit/cs/email/mavmail.php](http://www.uta.edu/oit/cs/email/mavmail.php).

**CAMPUS CARRY:** Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit [http://www.uta.edu/news/info/campus-carry/](http://www.uta.edu/news/info/campus-carry/).

**STUDENT FEEDBACK SURVEY:** At the end of each term, students enrolled in face-to-face and online classes categorized as “lecture,” “seminar,” or “laboratory” are directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student.
through MavMail approximately 10 days before the end of the term. Each student’s feedback via the SFS database is aggregated with that of other students enrolled in the course. Students’ anonymity will be protected to the extent that the law allows. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law and aggregate results are posted online. Data from SFS is also used for faculty and program evaluations. For more information, visit http://www.uta.edu/sfs.

**FINAL REVIEW WEEK:** For semester-long courses, a period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week unless specified in the class syllabus. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

**EMERGENCY EXIT PROCEDURES:** Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit, which is located outside our classroom and down the stairs to the left. If you are in need of a handicapped accessible exit, see me for instructions. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.

**STUDENT SUPPORT SERVICES:**
- UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at http://www.uta.edu/universitycollege/resources/index.php.
- The IDEAS Center (2nd Floor of Central Library) offers free tutoring to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. To schedule an appointment with a peer tutor or mentor email IDEAS@uta.edu or call (817) 272-6593.
- The English Writing Center (411LIBR): The Writing Center Offers free tutoring in 20-, 40-, or 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Our hours are 9 am to 8 pm Mon.-Thurs., 9 am-3 pm Fri. and Noon-6 pm Sat. and Sun. Register and make appointments online at http://uta.mywconline.com. Classroom Visits, workshops, and specialized services for graduate students are also available. Please see www.uta.edu/owl for detailed information on all our programs and services.
- The Library’s 2nd floor Academic Plaza offers students a central hub of support services, including IDEAS Center, University Advising Services, Transfer UTA and various college/school advising hours. Services are available during the library’s hours of operation. http://library.uta.edu/academic-plaza
- Business Librarians: Ruthie Brock (brock@uta.edu) and Carol Byrne (cbyrne@uta.edu). COB 342 Office hours will be posted outside their door.

**Emergency Phone Numbers:** In case of an on-campus emergency, call the UT Arlington Police Department at 817-272-3003 (non-campus phone), 2-3003 (campus phone). You may also dial 911. Non-emergency number for UT Arlington Police Department is 817-272-3381.
COURSE SCHEDULE

As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course. Schedule adjustments will be communicated either by verbal or written statement – Stephanie Rasmussen

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Topic/Reading</th>
<th>Participation Activities</th>
<th>Quiz</th>
<th>Projects</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/25</td>
<td>Thurs</td>
<td>Syllabus; Ch 1 - The Manager and Management Accounting (pgs. 2-19); Ch 2 - An Introduction to Cost Terms and Purposes (pgs. 28-51)</td>
<td>Video Syllabus, Video 2-1</td>
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<tr>
<td>9/1</td>
<td>Thurs</td>
<td>Ch 11 - Decision Making and Relevant Information (pgs. 424-441)</td>
<td>Pez, Video 11-1, Video 11-2</td>
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<tr>
<td>9/8</td>
<td>Thurs</td>
<td>Ch 11 - Decision Making and Relevant Info (pgs. 444-451); Ch 13 - Pricing Decisions and Cost Management (pgs. 516-531)</td>
<td>Cargo ship</td>
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<tr>
<td>9/13</td>
<td>Tues</td>
<td>Ch 13 - Pricing Decisions and Cost Management (pgs. 531-536); Research and Communication Tips</td>
<td>Brazilian Sugar, Video 13-1, Video 13-2</td>
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<tr>
<td>9/22</td>
<td>Thurs</td>
<td>Exam 1 [Chapters 1, 2, 11 (pgs. 424-441, 444-451), 13]; Ch 14 - Customer-Profitability Analysis (pgs. 550-562)</td>
<td>Video 14-1</td>
<td>Unit 1 Pinterest</td>
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<tr>
<td>9/27</td>
<td>Tues</td>
<td>Ch 14 - Sales Variances (pgs. 569-575); Ch 21 - Capital Budgeting and Cost Analysis (pgs. 802-823)</td>
<td>Video 14-2, Video 21-1, Video 21-2</td>
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<tr>
<td>10/4</td>
<td>Tues</td>
<td>Ch 21 - Capital Budgeting and Cost Analysis (pgs. 802-823); Business Speaker – Michael Hyry, FUNimation</td>
<td>Cadbury, Speaker prep, Video 21-3</td>
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<tr>
<td>10/11</td>
<td>Tues</td>
<td>Ch 20 - Inventory Mgmt, Just-in-Time (pgs. 764-781)</td>
<td>Applebee’s (5 pts), Video 20-1</td>
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<tr>
<td>10/20</td>
<td>Thurs</td>
<td>Exam 2 [Chapters 14 (pgs. 550-562, 569-575), 21, 20 (pgs. 764-781)]; Ch 22 - Mgmt Control Systems (pgs. 840-846)</td>
<td>Unit 2 Pinterest</td>
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<tr>
<td>10/27</td>
<td>Thurs</td>
<td>Ch 22 - Transfer Pricing (pgs. 846-862)</td>
<td>Video 22-1, Video 22-2</td>
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<tr>
<td>11/1</td>
<td>Tues</td>
<td>Ch 23 - Performance Measurement, Compensation, and Multinational Considerations (pgs. 874-889)</td>
<td>Dyson, Video 23-1</td>
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<tr>
<td>11/10</td>
<td>Thurs</td>
<td>Ch 23 - Performance Measurement, Compensation, and Multinational Considerations (pgs. 874-889); Ch 12 - Balanced Scorecard (pgs. 476-487)</td>
<td>Wal-Mart, Manipulating the Balanced Scorecard (5 pts)</td>
<td>Group paper</td>
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<td>11/15</td>
<td>Tues</td>
<td>Ch 23</td>
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<tr>
<td>11/17</td>
<td>Thurs</td>
<td>Exam 3 [Chapters 22, 23 (pgs. 874-889), 12 (pgs. 476-487)]; Final Exam Review</td>
<td>Unit 3 Pinterest</td>
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<tr>
<td>11/24</td>
<td>Thurs</td>
<td>THANKSGIVING HOLIDAY</td>
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<tr>
<td>12/1</td>
<td>Thurs</td>
<td>Group Presentations</td>
<td>Evaluate peers (6 pts)</td>
<td>Presentations</td>
<td></td>
</tr>
<tr>
<td>12/15</td>
<td>Thurs</td>
<td>8:15pm-10:45pm Comprehensive Final Exam</td>
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</table>
Enter Your Blackboard Course:
1. Sign in to Blackboard and enter your Blackboard course.
2. Select the MyAccountingLab link on the left side of the screen. Then click on any Pearson link that appears in the top area of the Pearson’s MyLab and Mastering Tools page.

Get Access to Your Pearson Course Content:
1. Enter your Pearson account username and password to Link Accounts. You have an account if you have ever used a Pearson MyLab & Mastering product, such as MyMathLab, MyITLab, MySpanishLab, MasteringBiology or MasteringPhysics.
   - If you don’t have a Pearson account, select Create and follow the instructions.
2. Select an access option:
   - Enter the access code that came with your textbook or was purchased separately from the bookstore.
   - Buy access using a credit card or PayPal account.
   - If available, get temporary access by selecting the link near the bottom of the page.
3. From the You’re Done page, select Go to My Courses.

Note: We recommend you always enter your MyLab & Modified Mastering course through Blackboard.

Get Your Computer Ready
For the best experience, check the system requirements for your product at:
http://www.pearsonmylabandmastering.com/system-requirements/

Need help?
For help with MyLab & Modified Mastering with Blackboard, go to:

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