

ACCT 2302-001
Principles of Accounting II
Spring 2019

INSTRUCTOR: Dr. Stephanie Rasmussen

EMAIL: srasmuss@uta.edu

OFFICE NUMBER: COB 414

OFFICE PHONE: 817-272-3047

FACULTY PROFILE: <https://www.uta.edu/profiles/stephanie-rasmussen>

DR. RASMUSSEN'S OFFICE HOURS: Tues/Thurs 1:00pm-2:00pm or by appointment

SECTION INFORMATION: Acct 2302-001

TIME AND PLACE OF CLASS MEETINGS: Tues/Thurs 9:30am – 10:50am COB 241

Welcome to ACCT 2302! I am looking forward to spending this semester with you. This is one of my favorite classes to teach because I love (1) interacting with students majoring in a variety of subjects, and (2) helping students see how managerial accounting is relevant to them. I will appreciate any feedback you have about ACCT 2302 because I continually work to improve the class for future semesters.

DESCRIPTION OF COURSE CONTENT: The official course description of ACCT 2302 is “*A study of managerial accounting concepts and techniques. Topics include cost behavior, budgeting, responsibility accounting, and product costing. Prerequisite: ACCT 2301 with a grade of C or higher.*” That definition uses terminology that is probably confusing to you. I suspect that you are anxious to find out how this class will connect to your interests and future plans. For those of you who are accounting majors, you are probably wondering how managerial accounting differs from financial accounting and whether managerial accounting is something you will enjoy. For those of you who are non-accounting majors, you may feel this class is a hurdle you need to overcome on the path to your major coursework.

I strongly believe that this is the most useful accounting class you will ever take. I say that not because I teach the class, but because one of the most important uses of accounting information is to help managers and business professionals make day-to-day internal business decisions. We will be learning how to use accounting information for internal decision making all semester long. That makes this class incredibly relevant for anyone who expects to work for an organization where money comes in (as revenue or donations) and money is spent. We will also talk about how many of the topics in this class are relevant to you in your personal life.

STUDENT LEARNING OUTCOMES: At the end of this course, I hope you will have a foundational knowledge of managerial accounting, improved critical thinking skills, and an enhanced professional identity. The means we will use to achieve these learning outcomes is described below:

<i>Student Learning Outcome</i>	<i>Means to Achieve</i>
SLO 1: Demonstrate a foundational knowledge of managerial accounting	Read about, discuss, and practice basic concepts and techniques of managerial accounting
SLO 2: Demonstrate critical thinking skills	Apply product costing techniques, classify costs by behavior, conduct cost-volume-profit analysis, prepare budgets, conduct cost-benefit analysis, and evaluate performance
SLO 3: Develop a professional identity	Attend class, use appropriate email etiquette, develop Excel skills, adhere to ethical standards

REQUIRED TEXTBOOKS AND OTHER COURSE MATERIALS:

- **Textbook and MyAccountingLab:** Managerial Accounting Fifth Edition (Braun and Tietz, Pearson 2018). Students should pick only one of the following (both options include MyAccountingLab access):
 1. Online version only (eText) -accessible with Pearson MyAccountingLab Access Code – ISBN 9780135374627
 2. Binder version of the textbook + Pearson MyAccountingLab Access Code with etext –ISBN 9780134642093

In-class quizzes, homework assignments, and dynamic study modules will be completed through MyAccountingLab. Please follow MyAccountingLab access instructions at end of the syllabus.

- **Scantrons:** One form 882-E is needed for each exam. You are required to turn in 4 scantron forms on or before Jan 31. (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.
- **Internet accessible device:** All quizzes must be taken in class using a device with Internet access, such as a smart phone, tablet, or laptop.

DESCRIPTIONS OF MAJOR ASSIGNMENTS AND EXAMINATIONS

Quizzes: An in-class quiz will be conducted during each class session starting on Tues, Jan 22 (except no in-class quiz will not be given on review days and exam days). Quizzes will be accessed through MyAccountingLab, so you must bring an Internet accessible device to class in order to take the quizzes. Each quiz will be worth 5 points: 2 points for attendance, and 3 points based on whether you correctly answer questions related to the assigned reading for that day of class. Since it is unreasonable to expect that you will never miss class, your lowest three in-class quiz scores will be dropped from your point total when calculating your grade for the course. 85 points are available from in-class quizzes.

Podcasts: Over the course of the semester, you will listen to eight podcast interviews with business professionals in Blackboard. In these podcasts, the business professionals describes their job and how accounting information is important for their work. You will earn 5 points for listening to each podcast. You must listen to each podcast **by 9:30 AM Central Time on the date listed in the Course Schedule**. 40 points are available from podcasts.

Homework Assignments: MyAccountingLab contains an assignment for each chapter called Homework. The purpose of homework is to provide an opportunity for you to practice chapter-related problems outside of class and help reinforce those critical thinking skills necessary to do well on the examinations. You have three submission attempts per homework question. The homework assignment for each chapter must be completed by **9:30 AM Central Time on the date listed on the Course Schedule**. You will not be able to complete homework after the due date has passed, and there will be no opportunities to makeup missed homework assignments. You must follow the instructions given in MyAccountingLab for inputting your answer or the system will mark your answer wrong. There are 11 homework assignments worth 15 points each. Your lowest homework grade will be dropped from your point total when calculating your grade for the course, resulting in 150 possible points available from Homework.

Homework assignments can be accessed using (1) the homework link within each chapter folder of Course Materials in Blackboard, or (2) the MyAccountingLab link on the left-hand side menu in our Blackboard course.

Exams: Four exams will be administered during the semester as per the attached Course Schedule. Exams 1 thru 3 will cover material from specific chapters as noted on the schedule and are worth 200 points each.

The fourth exam will be a Comprehensive Final Exam and is worth 400 points. See the Class Preparation and Study Tips section of the syllabus for suggestions on how to best prepare for exams.

Please note the following:

- a. The Exam dates are listed on the attached Course Schedule. Please be advised that the dates are subject to change, but changes in exam dates are very unlikely. If a change to an exam date does occur, it will be announced in class and by email.
- b. **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.

Exam Day Rules:

- a. Exam day seating assignments will be random and different than your normally assigned seat.
- b. ***I will provide all scantrons and pencils on exam days. Students are allowed to use their own calculator if they choose, but it cannot be a graphing calculator, business/financial calculator, Apple watch, or cellphone. I will provide calculators for those students who prefer to use a departmental calculator. Students should carry nothing with them to their assigned seat on exam day except their calculator. All personal belongings must be placed on the side of front of the classroom during the exam. (Note: all students will be required to use a departmental calculator for the comprehensive final exam).***
- c. Phones and Electronic Devices: On exam days, please turn off your cellular phones and/or other electronic devices and place them in your bag placed on the side or front of the classroom.
- d. No books or notes may be used during exams.
- e. No “scratch” paper is allowed in the examination.
- f. The instructor reserves the right to seat and/or re-seat any student before or during an exam.
- g. Please come to class five (5) minutes early on exam days.
- h. You ***must be prepared to present some form of personal identification that includes your picture*** (your student ID or driver’s license) at the regular exams and the final exam.
- i. Once a regular exam or final exam has started, ***no student may leave the examination room*** until he or she has finished the exam and turned it in to the instructor.
- j. ***Any exam that is removed from the exam proctor’s presence will receive an automatic grade of zero.***
- k. At the end of exam time, all outstanding exams will be collected and you must leave the room. If you do not relinquish your exam upon my request and prior to the instructor’s departure from the room, a zero will be recorded for your exam grade.

GRADING: Course grades will be assigned based on the total number of points earned during the semester. Points are allocated according to the following:

Points Distribution for Grading

In-class Quizzes (17 x 5 pts)	85 pts
Podcasts (8 x 5 pts)	40 pts
Homework (10 x 15 pts)	150 pts
Exams 1-3 (3 x 200 pts)	600 pts
Comprehensive Common Final Exam	<u>400 pts</u>
Total	1,275 pts

Students are expected to keep track of their performance throughout the semester and seek guidance from available sources (including the instructor) if their performance drops below satisfactory levels.

Grading Scale

A	1,148 – 1,275 pts	≥ 90%
B	1,020 – 1,147 pts	≥ 80%
C	893 – 1,019 pts	≥ 70%
D	765 – 892 pts	≥ 60%
F	0 – 764 pts	< 60%

All grades will all be maintained in the Blackboard gradebook. No final grade will be released by phone or email. Final letter grades will be posted in Blackboard once the semester is complete

CLASS PREPARATION AND STUDY TIPS:

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!* Those who do well in this accounting course are usually those students who have mastered the course material and can demonstrate that by working problems and answering questions similar to those from class. *Your skill and speed at solving problems is a strong indication of whether you are adequately prepared for an exam.*

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, homework, preparing for exams). I recommend that you put all exam dates and assignment due dates listed in the Course Schedule on your personal calendar as soon as possible! I will not remind you about exam dates or due dates.

Before Class:

- Read assigned material and take notes using directed reading guides (available in the *Course Materials* section of Blackboard), or your own note taking methods. Reading the assigned chapters and taking notes as you read is critical as not all information from the chapter will be discussed in class. Please watch the video in the *Syllabus* section of Blackboard for note taking tips.
- Listen to any assigned podcasts and complete any homework assignments listed on the Course Schedule.
- Download and/or print lecture framework pages from the *Course Materials* section of Blackboard.

During Class:

- Attend class regularly! This will significantly increase your likelihood of success in the class.
- Bring the notes you took when reading, lecture framework pages, and your textbook to class (in-class problems will all come from the textbook).
- Come prepared to ask questions about concepts from the chapter that you do not understand.
- Add your own notes to the lecture framework pages and participate in the discussion and class activities!

After Class:

- Set aside time each week, and several days before an exam, to study exclusively for ACCT 2302. It is helpful to have large blocks of time (2+ hrs) where you can focus. Then stick to your study schedule!
- Utilize the instructor office hours and IDEAS Center tutoring hours to answer questions you may have and review your exams.
- Consider making plans to study with a friend for at least a few hours before each exam. Your friend can often help explain things you may not understand, and you can ask each other study questions.
- To study concepts: I highly recommend
 - Study the notes you took when reading and your completed lecture framework pages.
 - Read the “Decision Guidelines” half-way through and at the end of the chapter.
 - Answer the “Quick Check” questions at the end of the chapter.
 - Make flashcards of terms and concepts you don’t know or that are confusing to you. Then use the flashcards as one of your study activities.
 - Use the Study Plan and/or Dynamic Study module in MyAccountingLab for extra practice.

- **To study problems:** I recommend you focus most of your time re-working the in-class problems. Your directed reading guide and lecture framework notes will give you access to the formulas/processes needed to work problems. ***Studying problems involves much more than just looking at a solution to a problem!*** I recommend re-working the in-class problems several times leading up to the exam.
 - The first time you rework the problem, have the problem and your notes in front of you (but not the solution). Only look to the solution as a last resort and to check your answer.
 - The second time you work the problem, put away your class notes and only have the problem out. Try to work the problem without looking at your class notes or solution. If you reach a point where you need help, refer to your class notes or the solution to help you finish the problem. Check your answer against the solutions.
 - Continue this process until you can correctly work the problem without looking at your class notes or the solution. For some problems, you might reach this point quickly. For other problems, it may take many attempts before you can do this. Don't get discouraged!
 - One of the best things you can do when studying problems is to re-work the same problem over several days in a row to help reinforce your learning!
 - You should also work the Summary problems that appear half-way through and at the end of the chapter. The solutions for these problems are printed in the textbook.

Suggested Study Tools	Reinforcement of	
	Concepts	Formulas/ Problems
<i>Dr. Rasmussen's resources</i>		
Directed reading guides and lecture framework notes	X	X
In-class problems		X
Podcasts	X	
<i>Textbook resources</i>		
Decision Guidelines (half-way through and at end of each chapter)	X	
Try It! Problems (scattered throughout each chapter)		X
Summary Problems with solutions (half-way through and at end of each chapter)		X
Accounting Vocabulary (End of Chapter)	X	
Quick Check (End of Chapter)	X	
<i>MyAccountingLab resources</i>		
Online Flashcards (available by chapter in Multimedia Library)	X	
Study Plan	X	X
Dynamic Study Modules	X	X

STUDENT SUPPORT SERVICES:

- Instructor: Instructor office hours are available every Tuesday and Thursday. You are also welcome to make an appointment to see the instructor at a different day and time if needed. Office hours are set aside to answer any questions you have that are not resolved in class. Please utilize this opportunity for help! The instructor will also directly contact students periodically about their performance in class.
- 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. Students can drop in, or check the schedule of available peer tutors at www.uta.edu/IDEAS or call (817) 272-6593. More information is available in Blackboard.
- **University Tutorial & Supplemental Instruction** (Ransom Hall 205): UTSI offers a variety of academic support services for undergraduate students, including: 60 minute one-on-one [tutoring](#) sessions, [Start Strong](#) Freshman tutoring program, and [Supplemental Instruction](#). Office hours are Monday-Friday 8:00am-5:00pm. For more information visit www.uta.edu/utsi or call 817-272-2617.
- **eTutoring**: UTA offers free tutoring for offer free, unlimited eTutoring to all incoming freshmen and transfer students. Students, who are not part of those cohorts, can request an account by completing a request form. For more information visit <http://www.uta.edu/universitycollege/current/academic-support/learning-center/tutoring/e-tutoring.php>
- **Accounting Tutor Lab**: Beta Alpha Psi (accounting honor society) students provide **free** drop-in tutoring several days each week in COB 436. Tutoring schedule is available at <https://web.uta.edu/accounting/default.aspx?folder=&page=TutorLab.html>
- **The English Writing Center (411LIBR)**: The Writing Center offers **FREE** tutoring in 15-, 30-, 45-, and 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Register and make appointments online at <https://uta.mywconline.com> Classroom visits, workshops, and specialized services for graduate students and faculty are also available. Please see <https://www.uta.edu/owl> 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>

ADDITIONAL INFORMATION AND POLICIES (IN ALPHABETICAL ORDER)

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. Class attendance is part of your professional responsibility, similar to your attendance at a job. As a result, I evaluate your attendance through in-class quizzes. Since it is unreasonable to expect that you will never miss class, you will not be penalized if you miss class three or fewer times. More than three absences will make it difficult for you to be successful in this course and will affect your quiz score.

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.

A student who misses an examination or other assignment due to the observance of a religious holy day will be given the opportunity to complete the work missed. To be eligible for this opportunity, the student must notify the instructor in writing of exams scheduled on dates he or she will be absent to observe a religious holy day. Notification must be made within the first fifteen (15) calendar days of the semester by written correspondence, delivered to the instructor, and acknowledged as received by the instructor.

BASIC NEEDS: Any student who faces challenges securing their food, housing, or transportation and believes this may affect their performance in the course is urged to contact the Dean of Students for support (DOS@uta.edu). Furthermore, please notify the instructor if you are comfortable in doing so. This will enable her to provide any resources that she may possess.

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/>

COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS) 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.

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)** <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.

DROP POLICY: The last day to drop this course is March 29, 2019 at 4:00 PM.

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://www.uta.edu/aao/fao/>).

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>.

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. 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.

You are encouraged to subscribe to the MavAlert system that will send information in case of an emergency to your cell phone or email account. Anyone can subscribe at <https://mavalert.uta.edu/> or <https://mavalert.uta.edu/register.php>

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.

GRADE GRIEVANCES: Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current undergraduate / graduate catalog. For undergraduate courses, see <http://catalog.uta.edu/academicregulations/grades/#undergraduatetext>.

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.

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>.

TITLE IX POLICY: 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 or contact Ms. Michelle Willbanks, Title IX Coordinator at (817) 272-4585 or titleix@uta.edu*

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 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

Date	Day	Topic	Reading Assignment	Quiz Day	Due by 9:30 AM CST
1/15	Tues	Syllabus and Introduction to the course			
1/17	Thurs	Ch 1 – Introduction to Managerial Accounting	Pgs. 1-26		
1/22	Tues	Ch 2 – Building Blocks of Managerial Accounting	Pgs. 48-64	Yes	Podcast 1
1/24	Thurs	Ch 2 – Building Blocks of Managerial Accounting	Pgs. 65-77	Yes	Ch 1 Homework
1/29	Tues	Ch 3 – Job Costing	Pgs. 104-126	Yes	
1/30	Wed	Census Date			
1/31	Thurs	Ch 3 – Job Costing	Pgs. 127-146	Yes	Submit scantrons, Ch 2 Homework
2/5	Tues	Ch 4 – ABC, Lean Operations, Costs of Quality	Pgs. 175-197	Yes	Podcast 2
2/7	Thurs	Ch 4 – ABC, Lean Operations, Costs of Quality	Pgs. 198-212	Yes	Ch 3 Homework
2/12	Tues	Review Day			Ch 4 Homework
2/14	Thurs	Exam 1 (Chapters 1-4)			
2/19	Tues	Ch 6 – Cost Behavior	Pgs. 307-321	Yes	
2/21	Thurs	Ch 6 – Cost Behavior	Pgs. 322-345	Yes	Podcast 3
2/26	Tues	Ch 7 – Cost-Volume-Profit Analysis	Pgs. 381-395	Yes	
2/28	Thurs	Ch 7 – Cost-Volume-Profit Analysis	Pgs. 396-414	Yes	Ch 6 Homework
3/5	Tues	Ch 8 – Relevant Costs for Short-Term Decisions	Pgs. 443-459	Yes	Podcast 4
3/7	Thurs	Ch 8 – Relevant Costs for Short-Term Decisions	Pgs. 460-476	Yes	Ch 7 Homework
3/12	Tues	Spring Break			
3/14	Thurs	Spring Break			
3/19	Tues	Review Day			Podcast 5, Ch 8 Homework
3/21	Thurs	Exam 2 (Chapters 6-8)			
3/26	Tues	Ch 9 – Master Budget	Pgs. 507-523	Yes	
3/28	Thurs	Ch 9 – Master Budget	Pgs. 524-531	Yes	Podcast 6
3/29	Fri	Last Day to Drop Classes			
4/2	Tues	Ch 9 – Master Budget	Pgs. 531-539	Yes	Podcast 7
4/4	Thurs	Ch 10 – Performance Evaluation	Pgs. 583-602	Yes	
4/9	Tues	Ch 10 – Performance Evaluation	Pgs. 603-616	Yes	Ch 9 Homework
4/11	Thurs	Ch 11 – Standard Costs and Variances	Pgs. 653-670	Yes	Podcast 8
4/16	Tues	Ch 11 – Standard Costs and Variances	Pgs. 671-678	Yes	Ch 10 Homework
4/18	Thurs	Review Day			Ch 11 Homework
4/23	Tues	Exam 3 (Chapters 9-11)			
4/25	Thurs	Ch 15 – Sustainability	Pgs. 894-913	Yes	
4/30	Tues	Final Exam Review			
5/2	Thurs	Final Exam Review			Ch 15 Homework
5/9	Thurs	Departmental Final Exam, 5:30pm-8:00pm, Location to be announced			

Enter Your Blackboard Course:

1. Sign in to Blackboard and enter your Blackboard course.
2. Do one of the following:
 - Select any Pearson link in the Content area.
 - Select **Tools** in the left navigation and **Pearson's MyLab & Mastering** on the Tools page. Next, select any course link 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. **14 Day Free Access is available if you have not yet received your textbook!**
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:

<http://help.pearsoncmg.com/mylabmastering/bbi/student/en/index.html>