

UT DALLAS
Jindal School of Management

ACCT 6305 – Accounting for Managers
Summer, 2018

Syllabus

Instructor: Ying Huang
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Office: JSOM 13.215
Office Hours: By appointment; email questions are also welcome
Class time: Thursday 6-10pm
Location: JSOM 12.206

Course description

This course consists of two parts – Financial Accounting and Managerial Accounting. The purpose of the financial accounting part is to furnish students with a basic understanding of the financial reporting process (and in particular how financial statements are put together). Although the course principally concentrates on the production of financial statements, the aim is not to turn participants into practicing accountants. The philosophy is rather to provide an appreciation of the production process that is sufficiently detailed to give students the ability to successfully analyze a relatively complex set of financial statements. This ability is essential for elective accounting courses, which are mainly concerned with the analysis and interpretation of company financial statements in various contexts. Additionally, in a number of other core courses and several electives, the ability to extract relevant information from accounting data for the purpose of decision-making is an important skill.

The managerial accounting part examines firms' management accounting systems and their use in decision-making, planning, control, and performance evaluation. Unlike financial accounting, there is no set of rules and regulations that dictate how internally generated information is reported to management. Therefore, this second part of the course focuses on methods of data accumulation and interpretation, with particular emphases on product costing and management control.

Learning Objectives

- A. Be able to summarize the information provided by the balance sheet, income statement and statement of cash flows and interpret individual amounts (assets, liabilities, equities, revenues and expenses, cash flows from operating, investing and financing activities).

- B. Be able to compute financial ratios and use financial ratios and other information to compare companies competing in an industry in terms of profitability and liquidity (short and long term).
- C. Be able to use cost and management accounting concepts to assess challenges and develop solutions.
- D. Learn to analyze the accounting systems designed for performance measurement and appraisal to arrive at optimum solutions.

Course materials

- *Financial and Managerial Accounting for MBAs*, 5th Edition, by Easton, Halsey, McAnally, Hartgraves, and Morse, (Cambridge 2018)
- *Financial Accounting*, 9th Edition, by Libby, Libby, and Hodge, (McGraw-Hill 2017)
- **A basic FINANCIAL calculator:** I will teach with the HP 10bII. Graphing calculators or other calculators with text memory during examinations are not allowed.

Strongly recommended materials and supplements

- eLearning Website: elearning.utdallas.edu
- Lecture slides and notes: Handed out in class and available on eLearning
- Homework solutions: Handed out in class and available on eLearning

Course policies

- Class participation is required in this course. Keep in mind that participation may help you if I am making a fine distinction between grades.
- Please arrive on time. However, if you are running late, quietly enter class and take a seat. I do not want you to miss an entire class because you were late. If you need to leave a class early, please inform me prior to the beginning of class.
- Please mute your cell phone.
- The use of email and eLearning is required for this course, and I will use the email addresses that are supplied to me on eLearning. It is your obligation during the first week of class to ensure that you can access the class site on eLearning, and that the email account you use is correctly recorded by the UTD Registrar system.

Course schedule

Week	Date	Reading	Topic
1	5/24	LLH 1, 2	Introduction to financial accounting; Balance sheet
2	5/31	LLH 3, 4	Quiz 1 , Income statement; Accounting adjustments
3	6/7	LLH 6, 7	Quiz 2 , Sales revenue, receivables, and cash; Cost of goods sold, and inventory;
4	6/14	LLH 8, 9	Quiz 3 , Long-term assets; Long-term liabilities
5	6/21		Quiz 4 , Long-term liabilities (continued); Review for midterm
6	6/28		Midterm
7	7/5	LLH 11, 12	Owners' equity; Statement of cash flows
8	7/12	EHMHM 14, 15, 16	Quiz 5 , Introduction to Managerial accounting; CVP analysis
9	7/19	EHMHM 18, 19, 23	Quiz 6 , Product costing; Variance analysis
10	7/26		Quiz 7 , Variance analysis (continued); Review for Final Exam
11	8/2		Cummulative Final Exam

Important dates

5/31	Quiz 1	7/12	Quiz 5
6/7	Quiz 2	7/19	Quiz 6
6/14	Quiz 3	7/26	Quiz 7
6/21	Quiz 4	8/2	Cumulative final exam
6/28	Midterm		

Course assessment

Assignment	Weight
In-Class Quizzes (Best 5 out of 7)	10%
Midterm	40%
Cumulative Final exam	50%
Total	100%

- No grades will be associated with scores on exams or quizzes during the semester. At the end of the semester, I will calculate composite scores and assign grades in accordance with the guidelines and grading standards for the course. I *may* curve the

final grades if necessary, based on the class average and the academic standards for the course.

- I also reserve the right to make score revisions (*upward only*) to previously graded work for improvement in performance on subsequently graded work of like kind. I know that we all occasionally have “bad days,” and I don’t want you to give up on the semester if you simply have a bad day and perform very poorly on one of the midterms. For example, I might recognize an improvement in performance on a subsequent examination and adjust the score on an earlier examination upward some to add weight to the improvement factor.

Grading questions or appeals

DO NOT WAIT UNTIL THE END OF THE SEMESTER TO TAKE ACTION ON GRADING ISSUES. BY THAT TIME IT WILL BE TOO LATE! If you feel there exists a grading error on any of the above grade components, or if you feel you need to bring to my attention other facts or circumstances that might affect the grade for that item, you will have one week from the date the grade is posted on eLearning or the graded item is redistributed back to the class (whichever is earlier) to take such action and have the matter resolved. If for whatever reason you are not in class on the day the graded item is available for pickup, the one-week period will still begin on that day.

Quizzes

There will be 7 quizzes administered throughout the course. Tentative quiz dates are listed on the attached Class Schedule. The quizzes will be similar to homework exercises and problems and examples covered in class. There will be no make-up quizzes, however, I will drop your two lowest quiz score. If you miss a quiz, your grade will be zero. If you are running late for class and arrive after I have collected the quizzes, your grade will be zero.

Examinations

There will be two exams in this course. Both exams will be individually-completed closed-book exams. The midterm exam is not cumulative. The final exam will be cumulative. The dates for the exams are listed on the attached Class Schedule.

Unexcused absence from a midterm will result in a score of zero. If you miss the midterm exam due to an illness or other emergency reason, you should notify me as soon as possible and provide me with written documentation (e.g., a note from the attending physician) after you return. I have final authority to determine if your absence should be excused. If you have an excused absence from the midterm exam, you will receive extra weight on your final exam to compensate for the missed examination. There will be no make-up midterm exams.

The final exam is mandatory. Unexcused absences from the final will result in a score of zero. Making non-refundable (or non-cancelable) arrangements for travel before the final exam will not constitute an excused absence.

Homework

I assign specific textbook questions, exercises, and problems for most chapters in each class. **You will not turn in textbook homework.** Solutions will be handed out in class and also available on eLearning.

Solving problems is crucial for learning accounting! Homework assignments are intended to be a learning experience rather than a grading device. You should develop your best solution for each of the questions, exercises, and problems assigned.

Office hours

I encourage each of you to discuss problems and to seek assistance when needed throughout the semester. I would like to talk to each of you at least once. Feel free to schedule an individual appointment with me. It is my job to help you learn and succeed in this class, and I will help whenever possible.

UTD Policy on Cheating

Students in this class will be held to the standards established by Regents' Rules and Regulations (Part One, Chapter VI, Section 3, Subsection 3.2, Subdivision 3.22) which states: Candidates are expected to be above reproach in scholastic activities. Candidates who engage in scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and dismissal from the University. "Scholastic dishonesty includes, but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts." Professors randomly use "Turnitin.com" to screen papers against other published works on the web to insure against plagiarism.

Student Conduct & Discipline

The University of Texas System and The University of Texas at Dallas have rules and regulations for the orderly and efficient conduct of their business. It is the responsibility of each student and each student organization to be knowledgeable about the rules and regulations which govern student conduct and activities. General information on student conduct and discipline is contained in the UTD printed publication, *A to Z Guide*, which is provided to all registered students each academic year.

The University of Texas at Dallas administers student discipline within the procedures of recognized and established due process. Procedures are defined and described in the *Rules and Regulations, Series 50000, Board of Regents, The University of Texas System*, and in Title V, Rules on Student Services and Activities of the university's *Handbook of Operating Procedures*. Copies of these rules and regulations are available to students in the Office of the Dean of Students, where staff members are available to assist students in interpreting the rules and regulations (SU 1.602, 972/883-6391) and online at <http://www.utdallas.edu/judicialaffairs/UTDJudicialAffairs-HOPV.html>

A student at the university neither loses the rights nor escapes the responsibilities of citizenship. He or she is expected to obey federal, state, and local laws as well as the Regents' Rules, university regulations, and administrative rules. Students are subject to discipline for violating the standards of conduct whether such conduct takes place on or off campus, or whether civil or criminal penalties are also imposed for such conduct.

Academic Integrity

The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrate a high standard of individual honor in his or her scholastic work.

Scholastic Dishonesty, any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

Plagiarism, especially from the web, from portions of papers for other classes, and from any other source is unacceptable and will be dealt with under the university's policy on plagiarism (see general catalog for details). This course will use the resources of turnitin.com, which searches the web for possible plagiarism and is over 90% effective.

Copyright Notice

The copyright law of the United States (Title 17, United States Code) governs the making of photocopies or other reproductions of copyrighted materials, including music and software. Copying, displaying, reproducing, or distributing copyrighted works may infringe the copyright owner's rights and such infringement is subject to appropriate disciplinary action as well as criminal penalties provided by federal law. Usage of such material is only appropriate when that usage constitutes "fair use" under the Copyright Act. As a UT Dallas student, you are required to follow the institution's copyright policy (Policy Memorandum 84-I.3-46). For more information about the fair use exemption, see <http://www.utsystem.edu/ogc/intellectualproperty/copypol2.htm>

Email Use

The University of Texas at Dallas recognizes the value and efficiency of communication between faculty/staff and students through electronic mail. At the same time, email raises some issues concerning security and the identity of each individual in an email exchange. The university encourages all official student email correspondence be sent only to a student's U.T. Dallas email address and that faculty and staff consider email from students official only if it originates from a UTD student account. This allows the university to maintain a high degree of confidence in the identity of all individual corresponding and the security of the transmitted information. UTD furnishes each student with a free email account that is to be used in all communication with university personnel. The Department

of Information Resources at U.T. Dallas provides a method for students to have their U.T. Dallas mail forwarded to other accounts.

Withdrawal from Class

The administration of this institution has set deadlines for withdrawal of any college-level courses. These dates and times are published in that semester's course catalog. Administration procedures must be followed. It is the student's responsibility to handle withdrawal requirements from any class. In other words, I cannot drop or withdraw any student. You must do the proper paperwork to ensure that you will not receive a final grade of "F" in a course if you choose not to attend the class once you are enrolled.

Student Grievance Procedures

Procedures for student grievances are found in Title V, Rules on Student Services and Activities, of the university's *Handbook of Operating Procedures*.

In attempting to resolve any student grievance regarding grades, evaluations, or other fulfillments of academic responsibility, it is the obligation of the student first to make a serious effort to resolve the matter with the instructor, supervisor, administrator, or committee with whom the grievance originates (hereafter called "the respondent"). Individual faculty members retain primary responsibility for assigning grades and evaluations. If the matter cannot be resolved at that level, the grievance must be submitted in writing to the respondent with a copy of the respondent's School Dean. If the matter is not resolved by the written response provided by the respondent, the student may submit a written appeal to the School Dean. If the grievance is not resolved by the School Dean's decision, the student may make a written appeal to the Dean of Graduate or Undergraduate Education, and the dean will appoint and convene an Academic Appeals Panel. The decision of the Academic Appeals Panel is final. The results of the academic appeals process will be distributed to all involved parties.

Copies of these rules and regulations are available to students in the Office of the Dean of Students, where staff members are available to assist students in interpreting the rules and regulations.

Incomplete Grade Policy

As per university policy, incomplete grades will be granted only for work unavoidably missed at the semester's end and only if 70% of the course work has been completed. An incomplete grade must be resolved within eight (8) weeks from the first day of the subsequent long semester. If the required work to complete the course and to remove the incomplete grade is not submitted by the specified deadline, the incomplete grade is changed automatically to a grade of **F**.

Disability Services

The goal of Disability Services is to provide students with disabilities educational opportunities equal to those of their non-disabled peers. Disability Services is located in room 1.610 in the Student Union. Office hours are Monday and Thursday, 8:30 a.m. to

6:30 p.m.; Tuesday and Wednesday, 8:30 a.m. to 7:30 p.m.; and Friday, 8:30 a.m. to 5:30 p.m.

The contact information for the Office of Disability Services is:

The University of Texas at Dallas, SU 22
PO Box 830688
Richardson, Texas 75083-0688
(972) 883-2098 (voice or TTY)
disabilityservice@utdallas.edu

If you anticipate issues related to the format or requirements of this course, please meet with the Coordinator of Disability Services. The Coordinator is available to discuss ways to ensure your full participation in the course. If you determine that formal, disability-related accommodations are necessary, it is very important that you be registered with Disability Services to notify them of your eligibility for reasonable accommodations. Disability Services can then plan how best to coordinate your accommodations.

It is the student's responsibility to notify his or her professors of the need for such an accommodation. Disability Services provides students with letters to present to faculty members to verify that the student has a disability and needs accommodations. Individuals requiring special accommodation should contact the professor after class or during office hours.

Religious Holy Days

The University of Texas at Dallas will excuse a student from class or other required activities for the travel to and observance of a religious holy day for a religion whose places of worship are exempt from property tax under Section 11.20, Tax Code, Texas Code Annotated.

The student is encouraged to notify the instructor or activity sponsor as soon as possible regarding the absence, preferably in advance of the assignment. The student, so excused, will be allowed to take the exam or complete the assignment within a reasonable time after the absence: a period equal to the length of the absence, up to a maximum of one week. A student who notifies the instructor and completes any missed exam or assignment may not be penalized for the absence. A student who fails to complete the exam or assignment within the prescribed period may receive a failing grade for that exam or assignment.

If a student or an instructor disagrees about the nature of the absence [i.e., for the purpose of observing a religious holy day] or if there is similar disagreement about whether the student has been given a reasonable time to complete any missed assignments or examinations, either the student or the instructor may request a ruling from the chief executive officer of the institution, or his or her designee. The chief executive officer or designee must take into account the legislative intent of TEC 51.911(b), and the student and instructor will abide by the decision of the chief executive officer or designee.

These descriptions and timelines are subject to change at the discretion of the Professor.