

Course Outline

RSM 222 H1 S

Managerial Accounting I

Summer 2022



Course Table:

SECTION	TIME & DAY	ROOM	INSTRUCTOR
L0101	Tuesday & Wednesday 4 PM-6 PM	WO 20	Stacey Choy

Course Website:

Course Site	http://q.utoronto.ca
Connect Site	https://connect.mheducation.com/class/r-rsm222-summer-2022-second-course-rsm-222

Contact Information:

Instructor Contact Info	<ul style="list-style-type: none">Email stacey.choy@rotman.utoronto.caOffice Hours Thursday 4 PM-6 PM (official) Monday through Friday by appointment. Please schedule an office visit or Zoom meeting via Calendly (https://calendly.com/stacey-choy/rsm-222)
TA Contact Info	Urvi Kachroo (urvi.kachroo@mail.utoronto.ca)

Course Scope and Mission:

Management accounting focuses on the use of accounting information to facilitate the success of manufacturing, service, governmental, and not-for-profit organizations. Business processes and organizations have been changing in response to increased global and domestic competition. These changes include aggressive cost reduction, outsourcing, rightsizing and reengineering, total quality management, advanced manufacturing technologies, and increased use of information technologies. As a result, management accountants play a strategic role in developing and presenting financial and non-financial information critical to the organization's success.

The primary objective of this course is to enable you to make effective use of management accounting data. A secondary objective is to develop the analytical skills necessary to diagnose complex business problems in an accounting context. You will study how accounting information can be used intelligently to make business decisions in a global business environment. The world of management accounting is dynamic, and you will combine the study of traditional concepts and techniques with that of the most recent advances in management accounting.

The course is designed to help you understand the concepts and applications of cost management principles and to provide an opportunity for you to develop skills in applying these principles through exercises and cases.

The course also incorporates the development of professional skills with some basic data analytics in Excel and Tableau and analysis of business news. Students will be asked to sort through a large data set in order to provide meaningful management reports on internal accounting information.

Course Prerequisites:

RSM219H1: Introduction to Financial Accounting; Completion of the Rotman Commerce Guaranteed Admission requirements.

Required Readings and Electronic Course Materials

This course will be using the following electronic course materials:

- Textbook: Garrison, Libby, Webb, Managerial Accounting, Twelfth Canadian Edition with Connect, McGraw Hill Ryerson, 2021.
- On-Line Connect Registration – purchase a code from U of T Bookstore and go to: <https://connect.mheducation.com/class/r-rsm222-summer-2022-second-course-rsm-222>

See information posted on the course website for purchasing options.

Evaluation and Grades:

Grades are a measure of the performance of a student in individual courses. Each student shall be judged based on how well they have command of the course materials.

Description	Due Date	% of final grade
Weekly Connect Homework	Ongoing	10%
Mid-Term Assessment	<u>July 22</u> from 10 AM to 12 PM	30%
Group Project – Data Analytics & Board Report	In-class presentation on <u>August 3</u> & Submit Files in Dropbox on Quercus by August 3 @ 11:59 PM.	10%
Group Project – Current Events Journal	<u>August 12</u> @11:59 PM & Submit in Dropbox on Quercus.	10%
Final Assessment	<u>TBA</u> *during Final Assessment period as determined by Faculty of Arts & Science.	35%
Class Participation/Attendance	Ongoing, Self-reporting. Submit in Dropbox on Quercus by <u>Aug 19</u> @ 11:59 PM	5%

Weekly Schedule

#	Date	Topic	Readings	Connect Homework
1	Jul 5	Course overview and Introduction to Management Accounting and Cost Concepts.	Chapter 1 & 2	Practice HW: Ch 1 Required HW 1: Ch 2, Due <u>Jul 11</u>
2	Jul 6	Cost Behaviors, Cost Flows and CVP Analysis.	Chapter 3 & 4	Required HW 2: Ch 3 & 4, Due <u>Jul 11</u>
3	July 12	Costing System Part I: Job-Order Costing & Process Costing	Chapter 5 & 6	Required HW 3: Ch 5 & 6, Due <u>July 18</u>
4	Jul 13	Costing Systems Part II: ABC Costing	Chapter 7	Required HW 4: Ch 7, Due <u>Jul 18</u>
5	Jul 19	Costing Systems Part III: Variable Costing and Cost Systems	Chapter 8	Required HW 5: Ch 8, Due <u>Jul 21</u>
	Jul 20	No Class – Mid-term on Jul 22		
6	Jul 22	Mid-Term Test – Friday, July 22 – 10 AM to 12 PM (TBC), Location: WO 20		
7	Jul 26	Excel & Tableau Introduction & Effective Communication of Financial Data.	No readings; refer to class notes	
8	Jul 27	Planning and Control: Budgeting	Chapter 9	Required HW 6: Ch 9, Due <u>Aug 1</u>
9	Aug 2	Planning and Control: Standard Cost & Variance Analysis	Chapter 10	Required HW 7: Ch 10, Due <u>Aug 8</u>
10	Aug 3	Group Project Presentation		
11	Aug 9	Relevant Cost for Decision Making	Chapter 12	Required HW 8: Ch 12, Due <u>Aug 15</u>
12	Aug 10	Capital Budgeting Decisions	Chapter 13	Required HW 9: Ch 13, Due <u>Aug 15</u>
13	TBA	Final Test during Final Assessment period		

Please note that the last day you can drop this course without academic penalty is Aug 1, 2022.

Tutorial Table:

Refer to the RSM 222 Tutorial Page on Quercus for detailed information about tutorial times and tutorial resources. This page will provide you with a list of weekly tutorial problems and links to video debrief of the tutorial problems. The tutorial for RSM 222 will be run in asynchronous and synchronous learning. You are encouraged to watch pre-recorded videos where a TA walks you through the step-by-step solution after each lecture. If you have any questions that are not answered by the video, attend office hours on Thursday 4-6 PM.

Description of Deliverables:

Weekly Connect Homework

You are required to complete homework for the chapter(s) covered following the lecture. The homework must be completed individually. Homework will be accessed through Connect and will be available on Monday at 8 AM and due on Monday of the following week at 11:59 PM (with the exception of the Chapter 8 homework, which will be due on the Friday of the week at 11:59 PM of the lecture). There will be 9 homework in total between Chapters 2-13 to complete, as well as one optional practice chapter (Chapter 1). Your bottom two scores of the nine will be dropped. Late submissions will not be accepted, and failure to successfully complete both portions of the homework (MCQs and problems) and submit them before the deadline will result in a mark of zero.

Missed submissions will be considered only in extreme situations (and marks will be allocated to other homework submissions). Details on how to register for Connect are provided on Quercus.

For any issues with the connect platform, contact the TA (urvi.kachroo@mail.utoronto.ca).

Midterm Test

The term test will be held on Friday Jul 22, from 10 AM to 12 PM, and may consist of multiple-choice questions, short answer questions, and problems. The term test will cover material from Class 1 to 5. If you have a conflict with this test, please email stacey.choy@rotman.utoronto.ca a copy of your ACORN timetable by Jul 11 @10 AM. Students with a valid scheduling conflict will be able to have a midterm at an alternative time.

Group Project – Data Analytics

The project is to be completed in a team of 4-5 students. The B. Com office will be selecting the groups. Additional instructions for the assignment will be communicated via Quercus.

It is important for students to attend Class 7 on Excel & Tableau Introduction as this will cover many of the technical aspects needed to complete the assignment. The group presentation will be on Aug 3 during class.

Current Events Journal

B.Com students receive a complimentary subscription to the Globe and Mail Newspaper. In an effort to encourage students to keep up with current events and read business news from a credible source, you will be asked to write a short analysis of relevant news stories on a biweekly basis. This assignment will be completed in a group (the same group as the data analytics project). You will be asked to submit a journal with all the articles analyzed over the course of the term. The journal is due on Friday, Aug 12 @ 11.59 PM. Refer to the Current Events Journal Guidelines document on the Quercus for additional information on this assignment.

Class Participation

Students are expected to prepare thoroughly and make every effort to attend every class. As class participation is a graded component of the course, students will be evaluated on the following:

- Thoughtful responses
- Understanding and analysis of the topic
- Idea generation
- Promotes further discussion

While attendance is necessary for students to participate, attendance will not be monitored, and simply attending will not result in a high participation grade. Class discussion is an essential part of learning and the most interesting way to conduct a class. Class participation will enhance your presentation and communication skills, which will help you in recruiting and your career. Students are expected to prepare in advance for classes, attend classes, and to contribute to discussions on a constructive and regular basis.

Students are strongly encouraged to bring their name cards to every class.

Self-reporting of class participation is due on Aug 19 at 11:59 PM via the dropbox on Quercus. The class participation form is available on Quercus.

Final Exam

The final examination will be held during the formal examination period (TBA). It will be two hours in duration and may consist of multiple-choice questions, short answer questions, problems, and/or a case. It will cover all materials from the entire course. No study aids are allowed. You may use a non-programmable hand-held calculator.

Statement on Equity, Diversity and Inclusion:

The University of Toronto is committed to equity, human rights and respect for diversity. All members of the learning environment in this course should strive to create an atmosphere of mutual respect where all members of our community can express themselves, engage with each other, and respect one another's differences. U of T does not condone discrimination or harassment against any persons or communities.

Course Format and Expectations

Writing Assignments or Presentations

Group projects - Data Analytics and the Current Events Journal is intended to help you develop your communication skills. How well you communicate your ideas, in writing or orally, will be considered in the evaluation of the assignment. In your written assignments, you should aim for clarity, strong organization, concision, professionalism, and correct grammar. Your presentations should reflect strong planning and organization, clarity of speech, and an engaging demeanour. Sources, whether in written or presentation assignments, should always be correctly attributed.

Support is available through the RC Centre for Professional Skills (CPS) for students who would like help or feedback on their writing or speaking (presentations). CPS offers both individual and group appointments with trained writing instructors and presentation coaches who are familiar with the RC program and common types of business assignments. You also can access your college Writing Centres for help with written assignments.

To book with a writing or presentation coach, visit uoft.me/writingcentres, and for more information about writing centres, student supports, and study resources, see the [Writing and Presentation Coaching academic support page](#).

Team or Group Assignments

The Data Analytics and The Current Events Journal requires students to work in teams of 4 or 5 students. Working as a team is challenging; this is true both in the real world and in your academic classes. Learning to work together in teams is a crucial transferrable skill you will use not only in your coursework, but also in your future careers. Support is available if you encounter common teamwork challenges such as:

- Team members feeling left out of the team.
- Team members not responding in a timely manner to communication.
- Division or quality of work among team members being unequal or unfair.

Consult the [Centre for Professional Skills Teamwork Resources page](#) for tips, strategies, and best practices. You can also book an appointment with one of RC's teamwork mentors to help you resolve or mitigate conflict, strategize on planning, or improve team communication.

To book an appointment with a teamwork mentor, go to: uoft.me/writingcentres.

If you are a student registered with Accessibility Services, and extensions are one of your academic accommodations, consult with your Accessibility Advisor about the teamwork in this course.

Policies and Procedures:

Missed Tests and Assignments (including mid-term and final-term assessments)

Students who miss a test or assignment for reasons entirely beyond their control (e.g. illness) may request special consideration.

In such cases, students must:

1. Notify the instructor AND the Rotman Commerce Program Office **on the date** of the missed course deliverable, e.g. missed test, final assessments, assignment or class (in the case of participation marks).
2. Complete a [Request for Special Consideration Form](#) and submit it along with your Absence Declaration on [ACORN](#) (please read the instructions on how to use the Absence Declaration in ACORN) within **2 business days** of the originally scheduled course deliverable.

Students who do not provide this information will be given a grade of 0 (zero) for the missed course deliverable.

Note that documentation must clearly establish that you were ill or had other circumstances that prevented you from attending on the date in question. After-the-fact reports are not sufficient.

For students who missed the mid-term examination, ***the final exam will be reweighted to 65%.***

Late Assignments

All assignments are due on the date and at the time specified in Quercus. Late submissions will normally be penalized by 10% if the assignment is not received on the specified date at the specified time. A further penalty of 10% will be applied to each subsequent day.

Students who, for reasons beyond their control, are unable to submit an assignment by its deadline must obtain approval from the instructor for an extension. Supporting documentation will be required as per the policy on missed tests and assignments.

Commitment to Accessibility

The University is committed to inclusivity and accessibility, and strives to provide support for, and facilitate the accommodation of, individuals with disabilities so that all may share the same level of access to opportunities and activities offered at the University.

If you require accommodations for a temporary or ongoing disability or health concern, or have any accessibility concerns about the course, the classroom or course materials, please contact Accessibility Services as soon as possible at accessibility.services@utoronto.ca or studentlife.utoronto.ca/as. Obtaining your accommodation letter may take up to several weeks, so get in touch with them as soon as possible. If you have general questions or concerns about the accessibility of this course, you are encouraged to reach out to your instructor, course coordinator, or Accessibility Services.

Academic Integrity

Academic Integrity is a fundamental value essential to the pursuit of learning and scholarship at the University of Toronto. Participating honestly, respectfully, responsibly and fairly in this

academic community ensures that the U of T degree that you earn will continue to be valued and respected as a true signifier of a student's individual work and academic achievement. As a result, the University treats cases of academic misconduct very seriously.

The University of Toronto's Code of Behaviour on Academic Matters outlines the behaviours that constitute academic misconduct, the process for addressing academic offences and the penalties that may be imposed. You are expected to be familiar with the contents of this document. Potential offences include, but are not limited to:

In papers and assignments:

- Using someone else's ideas or words without appropriate acknowledgement.
- Submitting your own work in more than one course without the permission of the instructor.
- Making up sources or facts.
- Obtaining or providing unauthorized assistance on any assignment (this includes collaborating with others on assignments that are supposed to be completed individually).

On test and exams:

- Using or possessing any unauthorized aid, including a cell phone.
- Looking at someone else's answers
- Misrepresenting your identity.
- Submitting an altered test for re-grading.

Misrepresentation:

- Falsifying institutional documents or grades.
- Falsifying or altering any documentation required by the University, including (but not limited to) medical notes.

All suspected cases of academic dishonesty will be investigated by the following procedures outlined in the *Code of Behaviour on Academic Matters*. If you have any question about what is or is not permitted in the course, please do not hesitate to contact the course instructor. If you have any questions about appropriate research and citation methods, you are expected to seek out additional information from the instructor or other U of T resources such as College Writing Centres or the Academic Success Centre.

Email

At times, the course instructor may decide to communicate important course information by email. As such, all U of T students are required to have a valid UTmail+ email address. You are responsible for ensuring that your UTmail+ email address is set up and properly entered on ACORN. For more information visit <http://help.ic.utoronto.ca/category/3/utmail.html>

Forwarding your utoronto.ca email to a Gmail or other type of email account is not advisable. In some cases, messages from utoronto.ca addresses sent to Gmail accounts are filtered as junk mail, which means that important messages from your course instructor may end up in your spam or junk mail folder.

Recording Lectures

Lectures and course materials prepared by the instructor are considered by the University to be an instructor's intellectual property covered by the Canadian Copyright Act. Students wishing to record a lecture or other course material in any way are required to ask the instructor's explicit permission, and may not do so unless permission is granted. Students who have been previously granted permission to record lectures as an accommodation for a disability are excepted. This includes tape recording, filming, photographing PowerPoint slides, Quercus materials, etc.

If permission for recording is granted by the instructor (or via Accessibility Services), it is intended for the individual student's own study purposes and does not include permission to "publish" them in any way. It is forbidden for a student to publish an instructor's notes to a website or sell them in any other form without formal permission.

Please note that the last day you can drop this course without academic penalty is August 1, 2022.

Other Useful Links

Become a volunteer note taker - [Volunteer Notetaking](#)

Accessibility Services – [Note Taking Support](#)

[Credit / No-Credit in RSM courses](#)

Rotman Commerce – [Academic Support](#)