

Course Outline

Course Code	RSM 222 H1 S
Course Name	Management Accounting I
Term, Year	Summer, 2024
Course Meets	LEC0101 Mondays and Thursdays 3:00 PM - 5:00 PM Please see Quercus page for meeting location
Web page URL	https://q.utoronto.ca

Instructor Details

Name	Email	Office Hours
Matthew Hinton	matthew.hinton@utoronto.ca	Please see Quercus

Course Scope, Mission and Learning Outcomes

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 both financial and non-financial information that is critical for 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 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.

Course Prerequisites

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

Course Materials

Required Readings

Textbook: Garrison, Libby, Webb, Managerial Accounting, Twelfth Canadian Edition with Connect, McGraw Hill Ryerson, 2021.

Electronic Course Materials

This course will be using the following electronic course materials:

On-Line Connect Registration – purchase a code from the UofT Bookstore and go to:

<https://connect.mheducation.com/class/r-rsm222-summer-2024-rsm-222> (Link to an external site)

These materials will cost a total of \$60.00. The use of these materials complies with all University of Toronto policies which govern fees for course materials.

Evaluation and Grades

Grades are a measure of the knowledge and skills developed by a student within individual courses. Each student will receive a grade on the basis of how well they have command of the course materials, skills and learning objectives of the course.

Work	Percentage of grade	Due Date
Class Participation	5%	Ongoing
Weekly Connect Homework	15%	Ongoing
Group Project	15%	August 12
Mid-Term Test	30%	July 18
Final Exam	35%	TBD

Course Format and Expectations

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 topic
- Idea generation
- Promoting further discussion
- Respectful active listening
- Attentiveness

While attendance is necessary for students to participate in class discussions, attendance on its own will not result in a high participation grade. Students must actively contribute and participate by exhibiting the components listed above.

Additional ways to participate in the class include attending an appointment with an RC Writing Instructor or Peer Teamwork Mentor. Appointments will be included in the evaluation of participation grades. Details on how to book those appointments are included in the following sections.

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 due each Thursday at 7:00pm. There will be 11 homework chapters in total between Chapters 2-13 to complete, as well as one optional practice chapter (Chapter 1). Your lowest score of the 11 will be dropped. Late submissions will not be accepted. Failure to successfully complete both portions of the homework (MCQs and problems) and submit before the deadline will result in a mark of zero. Details on how to register for Connect are provided on Quercus. For any issues with the connect platform, please contact your TA.

Group Project

The project is to be completed in teams of 4-5. The group project consists of two parts – (a) a Data Analytics component (worth 7.5%) that is due for submission on Quercus before the last class on August 12; and (b) an oral in-class presentation (worth 7.5%) in the last week of class. Additional instructions for the assignment will be communicated via Quercus.

Mid-Term Test and Final Exam

The midterm test will be held during class on Thursday, July 18, and may consist of multiple-choice questions, short answer questions, and problems. The mid-term test will cover material from Class 1 to 4.

The final test will be held according to the schedule provided by Faculty of Arts & Sciences. It will cover materials from all classes.

Writing Assignments or Presentations

The Group Project 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 can also access your college Writing Centres for help with written assignments.

You can book an appointment with a writing or presentation coach through the RC Centre for Professional Skills Writing Centre. For more information about writing centres, student supports, and study resources, see the [Writing and Presentation Coaching academic support page](#).

Group Assignments

The Group Project requires students to work in teams of 4-5. 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 a teamwork mentor](#) through the RC Centre for Professional Skills Writing Centre. Teamwork mentors can help you resolve or mitigate conflict, strategize on planning, or improve team communication.

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.

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 **within 2 business days** of the missed midterm/test/assignment due date.

In such cases, students must:

1. Complete the Request for Special Consideration form: <https://uoft.me/RSMConsideration>
2. Provide documentation to support the request, eg. Absence Declaration from [ACORN](#), medical note etc.

Please note: As of September 2023, students may use the Absence Declaration on ACORN ***one time per term*** to report an absence and request consideration. **Any subsequent absence will require a [Verification of Illness form](#) or other similar relevant documentation.**

Students who do not submit their requests and documentation within 2 days may receive a grade of 0 (zero) on the missed course deliverable.

Students who missed the Mid-Term Test will have the Mid-Term Test reweighted to the final exam.

Final Exams: If you miss the final exam in this course for a legitimate reason (illness, etc) you will need to contact your College Registrar to file a petition for a deferred exam. This deferred exam will be written at a later date as established by the Faculty of Arts & Science. Instructions can be found here: <https://www.artsci.utoronto.ca/current/faculty-registrar/petitions-appeals/preparing-petition>

Late Assignments

Late submissions of the weekly Connect homework will not be accepted and failure to submit before the specified deadline will result in a mark of zero. Refer to the Weekly Connect Homework Section of the syllabus for more details.

The Current Event Journal assignments are due on the date and at the time specified in Quercus. Late submissions will normally be penalized by 20% 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.

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.

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 [email Accessibility Services](#) or visit the [Accessibility Services website](#) for more information as soon as possible. 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.

Original

Normally, students will be required to submit their course essays to the University's plagiarism detection tool for a review of textual similarity and detection of possible plagiarism. In doing so, students will allow their essays to be included as source documents in the tool's reference database, where they will be used solely for the purpose of detecting plagiarism. The terms that apply to the University's use of this tool are described on the [University's Plagiarism Detection Tool FAQ](#) page from Centre for Teaching Support & Innovation.

Generative AI / ChatGPT

Students may use generative artificial intelligence tools as they work through the current event journal assignments in this course; However, this use must be documented in an appendix for each assignment. The documentation should include what tool(s) were used, how they were used, and how the results from the AI were incorporated into the submitted work.

The use of generative artificial intelligence tools and apps is strictly prohibited in Connect homework, midterm test and final exam.

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 procedures outlined in the [Code of Behaviour on Academic Matters](#). If you have any questions 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 or RC resources such as the RC Centre for Professional Skills, the 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 the [Information Commons Help Desk](#).

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.

Weekly Schedule

Session	Date	Topic	Readings	Connect Homework
1	Thursday, July 4	Course Overview & Introduction to Management Accounting and Cost Concepts	Chapter 1 & Chapter 2	Chapter 1 (Practice) Due July 4 Chapter 2 (Required starting now) July 11
2	Monday, July 8	Cost Behaviors, Cost Flows	Chapter 3	Chapter 3 Due July 11
3	Thursday, July 11	CVP Analysis & Introduction to Costing Systems Part I: Job-Order Costing	Chapter 4 & Chapter 5	Chapter 4 Due July 11
4	Monday, July 15	Costing Systems Part I: Job-Order Costing & Process Costing	Chapter 5 & Chapter 6	Chapter 5&6 Due July 18
5	Thursday, July 18	Costing Systems Part II: ABC Costing	Chapter 7	Ch 7 Due July 25
6	Monday, July 22	Mid-Term Test (In Class)		
7	Thursday, July 25	Costing Systems Part III: Variable Costing & Cost Systems	Chapter 8	Ch 8 Due July 25
8	Monday, July 29	Planning and Control: Budgeting	Chapter 9	Ch 9 Due August 1
9	Thursday, August 1	Planning and Control: Standard Cost & Variance Analysis	Chapter 10 & Appendix 10A	Ch 10 Due August 1
10	Monday, August 5	Civic Holiday (No in-person class, recording will be provided) Relevant Cost for Decision Making	Chapter 12	Ch 12 Due August 8
11	Thursday, August 8	Capital Budgeting Decisions	Chapter 13	Ch 13 Due August 8
12	Monday, August 12	Group Presentations Reporting for Control – The Balanced Scorecard	Chapter 11	

Please note that the last day you can drop this course without academic penalty is July 29, 2024.



Other Useful Links

- [Become a volunteer note taker](#)
- [Accessibility Services Note Taking Support](#)
- [Credit / No-Credit in RSM courses](#)
- [Rotman Commerce Academic Support](#)

URL links for print

- ACORN: <http://www.acorn.utoronto.ca/>
- Email Accessibility Services: accessibility.services@utoronto.ca
- Accessibility Services website: <http://studentlife.utoronto.ca/as>
- University's Plagiarism Detection Tool FAQ: <https://uoft.me/pdt-faq>
- The University of Toronto's Code of Behaviour on Academic Matters: <http://www.governingcouncil.utoronto.ca/policies/behaveac.htm>
- Information Commons Help Desk: <http://help.ic.utoronto.ca/category/3/utmail.html>
- Become a volunteer note taker: <https://studentlife.utoronto.ca/program/volunteer-note-taking/>
- Accessibility Services Note Taking Support: <https://studentlife.utoronto.ca/service/note-taking-support/>
- Credit / No-Credit in RSM courses: <https://rotmancommerce.utoronto.ca/current-students/degree-requirements/credit-no-credit-option/>
- Rotman Commerce Academic Support: <https://rotmancommerce.utoronto.ca/current-students/academic-support/>
- Book an appointment with a writing or presentation coach: <http://uoft.me/writingcentres>
- Writing and Presentation Coaching academic support page: <https://rotmancommerce.utoronto.ca/current-students/academic-support/writing-and-presentation-coaching/>
- Centre for Professional Skills Teamwork Resources page: <https://rotmancommerce.utoronto.ca/teamwork-resources>
- Book an appointment with a Teamwork Mentor: <http://uoft.me/writingcentres>