

Fall 2023

## **ACCT 615-003: Management Accounting**

Ming Taylor

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**ACCT 615-003: Management Accounting**  
**Financial and Managerial Accounting for Managers**  
**2023 Fall – 3 Credit Hours**  
**THU 2:30 pm - 5:20 pm ... WEST LECT 2**

**Syllabus**

<b>INSTRUCTOR</b>	Dr. Ming F. Taylor
<b>EMAIL</b>	Through Canvas Inbox; or <a href="mailto:ming.f.taylor@njit.edu">ming.f.taylor@njit.edu</a> (include ACCT615003 in the subject line)
<b>OFFICE</b>	Central Avenue Building (CAB) 4015; Virtual Office: <a href="https://njit.webex.com/meet/mfang">https://njit.webex.com/meet/mfang</a>
<b>OFFICE HOURS</b>	Thu 10am-12pm or by appointment
<b>COURSE WEBSITE</b>	All materials and announcements can be accessed from Canvas ( <a href="https://njit.canvas.edu">njit.canvas.edu</a> )

**Course Description**

This course represents a combination of both Financial and Managerial accounting. The course is designed to help you, as managers in business, to understand and use accounting information for effective decision-making. In the financial accounting part of the course, we first go through basic financial accounting including recording transactions using double-entry accounting. We then proceed to prepare and analyze the financial statements: income statement, balance sheet, statement of shareholder's equity, and statement of cash flows. We conclude by bringing them together to discuss techniques that can be used to evaluate the financial performance of companies. In the managerial accounting part, we will explore cost estimation and analysis, CVP analysis, budgeting, and performance evaluation. We also introduce the role of emerging technology in accounting such as data analytics tools, blockchain, and cryptocurrency. Students will use Excel and/or one tool of their choice (Tableau, PowerBI, or Alteryx) to analyze accounting cases.

**Course Learning Outcomes**

By the end of this course students will be able to:

- Identify basic financial and managerial accounting concepts.
- Prepare journal entries and T-Accounts to record accounting transactions.
- Compare and contrast the four financial statements.
- Present Financial Statement Analysis highlights of a real company, including ratio, common-sized, and trend analysis.
- Classify costs as fixed or variable and allocate to appropriate business units / profit centers.

- Compute Job Order and Per Unit Costings as well as Cost Volume Profit Analysis.
- Analyze accounting data with Microsoft Excel and one of Tableau, PowerBI or Alteryx, and interpret the results.

## Required Materials

**Financial & Managerial Accounting: The Basis for Business Decisions.** *By Jan Williams, Mark Bettner, and Kevin Smith, 20th edition.* ISBN10: 1264445245 | ISBN13: 9781264445240

Earlier editions are acceptable, but it is your responsibility to check the differences between the book and our lecture notes. We will also use a series of problem sets and mini cases for discussion and practice. All course materials except the textbook will be posted on Canvas.

## Grading and Evaluation

Quiz	2 Quizzes (20pts each)	40pts
Homework	4 Assignments (5pts each)	20pts
Self-Assessments		5pts
Data Analytics Case		10pts
Final Project and Presentation		17pts
Class participation		8pts
Total		100pts

- Quizzes are **closed-book** but will allow **one page of handwritten notes**. Quizzes will be monitored by LockDown Browser + Respondus Monitor (requires a webcam).
- There are two quizzes during the semester and an optional quiz (final exam) in the final exam week. If you choose to take the final exam, it will replace Quiz 1 or 2, whichever has a lower grade.
- Homework grades focus on effort. Check figures and hints will be provided. You may discuss with your classmates but the work that you turn in must be your own to earn points.
- **Late submissions receive 50% of the score. In addition, no feedback will be provided for submissions after the deadline.**
- Final Project will be completed in groups of 3-4 students. Each group will submit a 10-minute presentation recording as well as data analytics files if applicable. You will review at least two projects from other groups and engage in discussions. Grades will be based on your group's project submission and your comments to other groups.
- Classes include lectures, problem sets, and mini-case discussions. Student participation is strongly encouraged and will be rewarded in grades. Boosts will be given at the end of the semester based on class participation.

## Grading Scale

A	B+	B	C+	C	D	F
90%	85%	80%	75%	70%	60%	<60%

Incompletes (I) are only given under special circumstances such as severe illness ... not for being unprepared for class or exams.

**Statement About Disability Accommodation:** Educational access is the provision of classroom accommodations, auxiliary aids and services to ensure equal educational opportunities for all students regardless of their disability. If you are in need of accommodations due to a disability please contact Scott Janz (oars@njit.edu), Associate Director of the Office of Accessibility Resources & Services (OARS), Kupfrian Hall 201, to discuss your specific needs. A Letter of Accommodation Eligibility from the OARS authorizing your accommodations will be required. Accommodations need to be requested in advance and will not be granted retroactively.

### Statement on Academic Integrity

“Academic Integrity is the cornerstone of higher education and is central to the ideals of this course and the university. Cheating is strictly prohibited and devalues the degree that you are working on. As a member of the NJIT community, it is your responsibility to protect your educational investment by knowing and following the academic code of integrity policy that is found at: <http://www5.njit.edu/policies/sites/policies/files/academic-integrity-code.pdf>.

Please note that it is my professional obligation and responsibility to report any academic misconduct to the Dean of Students Office. Any student found in violation of the code by cheating, plagiarizing or using any online software inappropriately will result in disciplinary action. This may include a failing grade of F, and/or suspension or dismissal from the university. If you have any questions about the code of Academic Integrity, please contact the Dean of Students Office at [dos@njit.edu](mailto:dos@njit.edu)”

## EXAM CODE OF CONDUCT

To minimize cheating during an exam

*NJIT policy requires that all midterm and final exams must be proctored, regardless of delivery mode, in order to increase academic integrity. Note that this does not apply to essay or authentic based assessments.*

In this course you will be required to use the LockDown Browser and Proctoring in-class. Webcams are not required unless in-class proctoring is not possible due to uncontrollable reasons such as worsening of the pandemic. In such cases you will be required to use LockDown Browser + Webcam (Respondus Monitor) to ensure academic integrity for exams. Please see NJIT’s response to questions about online proctoring [here](#). See below for more information about how exams will be proctored in this course.

### Respondus LockDown Browser

Respondus LockDown Browser is a locked browser for taking assessments or quizzes in Canvas. It prevents students from printing, copying, going to another URL, or accessing other applications during a quiz. If a Canvas quiz requires that LockDown Browser be used, students will not be able to take the assessment or quiz with a standard web browser. Students may be required to use LockDown Browser with a webcam (Respondus Monitor), which will record students during an online exam.

The webcam can be built into your computer or can be the type that plugs in with a USB cable. Watch this [short video](#) to get a basic understanding of LockDown Browser and the webcam feature. A student [Quick Start Guide \(PDF\)](#) is also available.

Respondus Lockdown Browser and Monitor does not work with Linux and Chromebooks at this time. Please visit the [Respondus Knowledge Base article on computer requirements](#) for additional information.

The LockDown Browser integration with *Classic Quizzes* still requires students to (1) manually start LockDown Browser, (2) log into Canvas, and (3) navigate to the quiz that requires LockDown Browser.

1. Download and install LockDown Browser from this link:  
<http://www.respondus.com/lockdown/download.php?id=264548414>
2. Once your download and installation has finished, locate the “LockDown Browser” shortcut on your desktop and double-click it. (For Mac users, launch “LockDown Browser” from the Applications folder.)
3. You will be brought to the Webauth Authentication Service page, where you can log in with your NJIT UCID and password.
4. From your Dashboard or under “Courses”, click on the course in which you have to take the exam that requires LockDown Browser.
5. After you enter the course, find the exam and click on it.
6. Click the “Take the Quiz” button. Once a quiz has been started with LockDown Browser, you cannot exit until the “Submit Quiz” button is clicked.
7. If you are required to use a webcam (Respondus Monitor), you will be prompted to complete a Webcam Check and other Startup Sequence steps.

Questions or problems can be submitted via web form by going to: <https://servicedesk.njit.edu> and clicking on the "Report your issue online" link. You may also call the IST Service Desk with any questions at 973-596-2900.

## Course Schedule

Week	Dates		Assignments
1	9/7	Overview Accounting Concepts and Financial Statements	Williams Ch 1&2 Form Groups
2	9/14	The Accounting Information System (may take more than one session)	Williams Ch 3-5 Problem Set 1
3	9/21	Multi-Step Income Statement and Inventory	Williams Ch 6 & 8
4	9/28	Reporting and Analyzing Long-lived Assets	Williams Ch 9 Problem Set 2
5	10/5	Lab session – data analytics in accounting Catch up/Quiz prep	Data Analytics Case
6	10/12	<b>Quiz 1</b>	
7	10/19	Reporting and Analyzing Stockholder's Equity	Williams Ch 11 & 12
8	10/26	Financial Statement Analysis	Williams Ch 14 Problem Set 3
9	11/2	Cost Measurement and Analysis	Williams Ch 16 & 17
10	11/9	CVP analysis, Capital Budgeting	Williams Ch 20 & Ch 21 Problem Set 4
11	11/16	Statement of Cash Flows (optional) Catch up/Quiz Prep	Williams Ch 13
12	11/21	<b>Quiz 2</b>	
13	11/30	Guest Speaker/Simulation	
14	12/7	Project Presentation	Final Project Due
	12/20	Final Exam (optional): 11:30am-2pm GITC	

*Tentative schedule ... subject to change. Students will be notified in class of any changes to the Course Schedule.*