

**Syllabus for ACG 3341: Cost Accounting (3 credit hours)**  
**CRN 11019**  
The Lutgert College of Business – Accounting Department  
**Spring 2020**

**CONTACT INFORMATION:**

*Instructor:* Elizabeth Johnson, CPA, PhD  
Assistant Professor  
(CPA Certification in Colorado)  
*Office:* LH 3331  
*Email:* [ejohnson@fgcu.edu](mailto:ejohnson@fgcu.edu) (this is the best way to reach me)  
*Office hours:* **Monday (LH3331) 12 – 4:30 pm and Saturday (LH2210) 7 – 7:30 am**  
*CRNs:* 11019

**COURSE INFORMATION (CRN 80687):**

This course provides a thorough study of the principles and techniques used to accumulate costs for inventory valuation, product, service pricing and managerial decision making. Topics include problems and procedures related to job-order, process, and activity based costing systems, as well as budgeting, standard costing and variances and cost allocations. This course is an integral part of the sequence of core classes that you will take in the accounting program (intermediate accounting, cost, auditing, business law and tax) which serves to prepare you for the Certified Public Accountant exam (CPA).

*Class Times:* Sat 10:30 - 1:15 am, 11019 [Final Exam: Mon 4:30 – 6:30 pm] LH 2202

*Textbooks:* **Required:** Cost Accounting, 9th edition, by Kinney & Raiborn,  
ISBN-9781111971724

**Highly Recommended:** “Cost/Managerial Accounting” CPA review book with exam questions and explanations (Gleim, Becker, etc), ISBN 9781581944884

*Webpage:* course: <https://fgcu.instructure.com/courses/486344>

**MY POLICIES:**

*Attendance:*

- Students are responsible for all materials/announcements provided in class, whether the student is present or not. Please share contact information with your classmates so that you are aware of any requirements for missed classes. Students experiencing problems affecting class attendance or the timely completion of assignments are expected to contact the professor immediately, and in all assignments, prior to the due date.
- Please be respectful to everyone in the class by arriving on time and turning OFF cell phones. If you are late, please use the rear door of the classroom.
- IF YOU ARE SICK? Please sit in the back of the classroom.

*Exams and Assignments:*

- Please bring a pencil, calculator and Scantron to all exams. DO NOT come unprepared on exam days. Make sure that your Scantron is not wrinkled.
- No late assignments or exams are accepted. Students are expected to be present for all in-class assignments and exams. **Missed assignments and exams count as zero.** Allowing you to present an exam after the scheduled date is unfair to everyone in the whole class. Please make sure to arrange your schedules accordingly.

A 15% penalty will be assessed if (a) I grant (because of unforeseen events) permission for you take an exam after the scheduled time; (b) you arrive late on exam day; or (c) you arrive unprepared to the exam (e.g. no scantron, calculator, pencil, etc). Bottom line, arrive on time and come prepared on exam days.

## **COURSE POLICIES**

**Honor Code:** Students will not lie, cheat, or steal in any manner related to this course and will not tolerate it in others.

**Canvas:** A number of student resources, including class notes, handouts, homework solutions, and/or supplemental materials, will be made available in Canvas. Class notes are provided to help you organize the material, which will be expanded upon in class. To facilitate note-taking, it is expected that you will print class notes in advance and bring them to class (if you prefer, in lieu of printing on paper, you may download/save the class notes and retrieve them on your tablet or laptop for purposes on note-taking during class). Class notes are not comprehensive and should not be viewed as a substitute for reading the text or attending class. Homework solutions are provided so you can check your work. It is critical that you first attempt to solve the problems on your own. Messages to you from the professor will be sent through Canvas. **It is your responsibility to check Canvas daily for important announcements.**

**Suggested Homework:** The assignments on the syllabus are designed to provide students with an opportunity to apply and practice the concepts learned in the course. Failure to complete the assignments on a timely basis severely limits student's comprehension of the material and overall performance in the course. The material is complex and cannot be learned one or two days before an exam.

**Assignments: Graded Assignments are within CANVAS.** No late assignments are accepted. Students are expected to be present for all in-class assignments. Missed assignments count as zero. Allowing you to present an assignment after the scheduled date is unfair to everyone in the whole class. Please make sure to arrange your schedules accordingly.

**Quizzes:** At times I will give in-class pop quizzes that will test your knowledge of the information presented in the chapters. These quizzes will be difficult, so you will need to read the chapters prior to coming to class to do well on them.

**Examinations:** There will be a total of three exams. These exams are designed to test your knowledge of the material covered, as well as your ability to analyze complex situations and present well-structured solutions while working under some time pressure. **You must bring scantron forms to each exam.** All exams are closed book/closed notes and include objective questions (true/false, matching, fill-in-the-blank, etc.), short essays, and integrative problems. Both concepts and procedures are tested based on assigned textbook chapters, class discussions, homework, and any other additional material assigned. **Any and all of the material in the assigned chapters is eligible for exam inclusion regardless of its coverage in class.**

Exams will be available during office hours or during the final exam review session for student review. All exams (pre and post grading) are the property of your professor and must be returned to your professor.

**All exams are mandatory and will only be given at the scheduled times. If you have an emergency on exam day, you must do the following:** notify your professor prior to the exam. If you miss a midterm exam for an excused reason (as deemed by your professor – this is very rare and requires notification prior to the exam as well as proper documentation), your final exam percentage grade will be used to determine the number of points you will receive for your missed midterm exam. Sufficient supporting documentation must be provided to verify the conditions causing an excused exam absence. If you miss an exam for an unexcused reason, you will receive zero points for the missed exam.

**Students may not discuss an exam with other students who have not yet taken it.** Possession of any type of materials, equipment, or data (electronic or otherwise) not expressly permitted by the professor while taking the exam, or reviewing an exam, is considered a form of cheating and will be treated accordingly. Likewise, possession of an examination (completed or otherwise) outside of class is considered a form of cheating.

**Additional Policies:**

- Students are responsible for material/announcements provided in class, whether present or not, and for studying two to three times the hours spent in class.
- Students should not anticipate curving of grades
- Students experiencing problems affecting class attendance or the timely completion of assignments are expected to contact the professor immediately, and in all cases, prior to the due date.
- No late assignments, quizzes or exams are accepted. Students are expected to be present for all in-class assignments, quizzes and exams. Missed assignments and quizzes count as zero. Miss exams without prior instructor notification and approval will result in an automatic grade of zero.
- Courses may be retaken; all course grades received (including duplications) are averaged in the grade point average. The highest grade is counted toward the grade requirements.
- Incomplete grades are given at the discretion of the professor and are considered only in justified cases where the student has made passing, satisfactory, and near complete progress in the course at the time of the request.
- The last day to withdraw without academic penalty is March 22, 2016. The professor does not support petitions for late withdrawal.
- Students experiencing problems affecting class attendance or the timely completion of assignments are expected to contact the professor immediately, and in all assignments, prior to the due date.
- Please be respectful to everyone in the class by arriving on time and turning OFF cell phones. If you are late, please use the rear door of the classroom.
- **As of fall 2015, all faculty members are required to confirm a student's attendance for each course by the end of the first week of classes. Failure to do so will result in a delay in the disbursement of your financial aid. The confirmation of attendance is required for all students, not only those receiving financial aid. As such, there is an activity in Canvas, RESUME, that each of you need to complete by January 13th. This is worth 10 points and will count towards your Assignment grade.**

Please contact the professor with any problems or help needed with the course. The professor works in and out of the office and checks emails during the weekday work-hours.

**Class Grade:**

(3 Exams =Total 75%) + (4 Assignments=Total 20%) + (Quizzes = Total 5%) = 100%.

**Assignment Grades:**

**Resume:** 10 points, **Assignment 1:** 35 points; **Assignment 2:** 45 points; **Assignment 3:** 50 points; and **Assignment 4:** 60 points. The total maximum points for the assignments are 200 points; this represents 20% of your total class grade.

**Performance Evaluation:** The default weights for course grades appear below.

	<b>Points</b>	<b>Approximate Percentage</b>
Exam 1 Parts One and Two (Chapters 1-4)	250	25%
Exam 2 Parts One and Two (Chapters 5-7)	250	25%
Exam 3 (Chapter 8-10 & 15)	250	25%
Quizzes	50	5%
Assignment (Canvas and Introduction)	200	20%
<b>Total</b>	<b>1000</b>	<b>100%</b>

**Grading Scale:** A=90% or above; B=80% - 89.9%; C=70%-79.9%; D=60%-69.9%; and F=below 60%. Note: No (+’s) or (-’s) are issued.

**TENTATIVE COURSE SCHEDULE:** Students are responsible for knowing about any changes announced in class, and submitting assignments when due, whether present in class or not. Homework for each chapter will be assigned at the start of each chapter.

**Week Agenda (2020)**  
**of**

1/6	Ch 1 Intro to Cost Accounting (Read prior to class) Ch 2- Cost Terminology/ Behaviors (E2-10,11,12,13,19,23,24,34; P2-47; Demonstration Problem). <b>1/13 Resume submission on Canvas Due</b>	
1/13	Ch 2- Cont Ch.3-Predet. OH Rates, Flex Budgets, and Abs./Var. Costing (E3-14,15,20,24, 25, 27, 29, 31; P3-47; Demonstration Problem).	
1/20	<b>No Class</b>	
1/27	Ch.3-Cont Ch.4-ABM and ABC (E4-18, 26, 27, 28, 36, 47; Demonstration Problem).	
2/3	Ch.4-Cont. <b>Assignment #1 due on 2/2</b>	
2/10	<b>Exam 1 Ch 1 – 4 (250 pts)</b>	
2/17	Ch.5 - Job Order Costing (E5-15, 18, 23; P5-41, 52, 53; Demonstration Problem).	
2/24	Ch.6-Process Costing (pages 191-202 only; Appendix 3, pp. 213-216, is included; E6-27, 31, 45; P6-65; Demonstration Problem). <b>Assignment #2 due on 2/23</b>	
3/2	<b>No Class Spring Break</b>	
3/9	Ch.7-Standard Costing - pages 244-260 and 262-265 only (E7-32, 35; P7-58; Demonstration Problem). <b>Assignment #3 due on 3/13</b>	
3/16	<b>Exam 2 Ch 5 – 7 (250 pts)</b>	
3/23	Ch. 8-Master Budget - (E8-25, 28, 36; P8-48; Demonstration Problem).	
3/30	Ch 8 Cont. Ch.9-BEP and CVP Analyses (E9-9, 12, 20, 24, 26, 27; P9-37; Demonstration Problem).	
4/6	Ch 9 Cont. Ch.10-Relevant Info. for Decision Making (E10-11, 15, 17, 21, 22, 23, 26, 28; Demonstration Problem)	
4/13	Ch.10 Cont. Ch.15-Capital Budgeting (Appendix 2, p. 674, included; E15-22, 24, 26, 27, 30, 32, 42; P15-51,58; Demonstration Problem) <b>Assignment #4 Due on 4/19</b>	
4/20	Ch 15 Cont.	
4/27	Ch 15 Cont.	
5/01	<b>Exam 3 Ch 8 – 10 &amp; 15 (250 pts) 3:00 – 5:15 pm LH 2210</b>	

**DEPARTMENTAL POLICIES AND RESOURCES**

1. **Texas Instrument BA II PLUS** calculator is the only electronic device allowed to be in class. Unless permitted by the instructor, the use of all other electronic devices (phones, pads, laptop computers, etc.) is prohibited during class.
2. The schedules for the departmental courses offered (information on semester, day/night, other) are as follows:  
 ACG, TAX, and BUL (BS) - [http://www.fgcu.edu/cob/acg/acg\\_annual.pdf](http://www.fgcu.edu/cob/acg/acg_annual.pdf)  
 FIN (including ECO 3101) and REE (BS) - [http://www.fgcu.edu/cob/fin/fin\\_annual.pdf](http://www.fgcu.edu/cob/fin/fin_annual.pdf)  
 ACG, TAX, and BUL (MS) - [http://www.fgcu.edu/cob/msacg/grad\\_acg\\_annual.pdf](http://www.fgcu.edu/cob/msacg/grad_acg_annual.pdf)
3. Planning for pre-registration and graduation is your responsibility: The above schedules and LCOB advisors, along with the course prerequisite sequences described in the FGCU Catalog and degree program sheets, should assist you in ensuring that your plans are successfully implemented. Course substitutions and prerequisite exceptions will be granted only for exceptional circumstances that are clearly beyond the student's control. Poor or lack of planning is not one of those circumstances.
4. Useful FGCU Resources:  
 Florida Gulf Coast University Catalog (<http://www.fgcu.edu/catalog/>)  
 Florida Gulf Coast University Student Guide Book  
 (<http://studentservices.fgcu.edu/JudicialAffairs/>)  
 Florida Gulf Coast University Code of Conduct  
 (<http://studentservices.fgcu.edu/JudicialAffairs/>)

**Learning Outcome Assessment Methodology**

Course Learning Outcomes	I, R or A	APLO
1. Identify company and management risks in a cost accounting context.	I	EL01
2. Communicate verifiable and representationally faithful information in a cost accounting context.	R	CL02
3. Apply business knowledge when interpreting cost accounting information.	I	KL02
4. Demonstrate an understanding of and apply cost accounting concepts	R	CL01

When assessing learning outcomes above, if 90% of the students answer 80% of the question(s) correctly the assessment is exemplary; if 80% of the students answer 80% of the question(s) correctly the assessment exceeds expectations; if 70% of the student answer 80% of the question(s) correctly the assessment meets expectations; if less than 70% of the students answer 80% of the question(s) correctly, the assessment is below expectations; and if less than less than 60% of the students answer 80% of the question(s) correctly, the assessment fails.

## UNIVERSITY STATEMENTS

### **1. Academic Behavior Standards and Academic Dishonesty**

All students are expected to demonstrate honesty in their academic pursuits. The university policies regarding issues of honesty can be found in the FGCU Student Guidebook under **the Student Code of Conduct and Policies and Procedures** sections. All students are expected to study this document which outlines their responsibilities and consequences for violations of the policy. The FGCU Student Guidebook is available online at <http://studentservices.fgcu.edu/judicialaffairs/new.html>

### **2. University Nondiscrimination Statement**

Florida Gulf Coast University is committed to ensuring equity and fairness for all University employees, students, visitors, vendors, contractors and other third parties. As such, the University prohibits discrimination on the bases of race, color, national origin, ethnicity, religion, age, disability, sex (including sexual harassment/assault), gender identity/expression, marital status, sexual orientation, veteran status or genetic predisposition with regard to admissions, employment, programs or other activities operated by the University. This prohibition extends to enforcement of **Title IX** of the Education Amendments of 1972. Questions or complaints should be directed to the Office of Institutional Equity and Compliance (OIEC). The OIEC's phone number is (239)745-4366; the OIEC email address is [OIEC@fgcu.edu](mailto:OIEC@fgcu.edu).

### **3. Disability Accommodations Services**

Florida Gulf Coast University, in accordance with the Americans with Disabilities Act and the university's guiding principles, will provide classroom and academic accommodations to students with documented disabilities. If you need to request an accommodation in this class due to a disability, or you suspect that your academic performance is affected by a disability, please see me or contact the Office of Adaptive Services. The Office of Adaptive Services is located in the Wellness Building. The phone number is 239-590-7956 or Video Phone (VP) 239-243-9453. In addition to classroom and campus accommodations, individuals with disabilities are encouraged to create their personal emergency evacuation plan and FGCU is committed to providing information on emergency notification procedures. You can find information on the emergency exits and Areas of Rescue Assistance for each building, as well as other emergency preparedness materials on the Environmental Health and Safety and University Police Department websites. If you will need assistance in the event of an emergency due to a disability, please contact Adaptive Services for available services and information.

Counseling and Psychological Services (CAPS) provides free counseling and therapy services (including psychiatry) to all FGCU students. Please walk in to the second floor Howard Hall office any week day between 8:30 and 4:30 to schedule an initial contact appointment. Visit the CAPS website at [www.fgcu.edu/caps](http://www.fgcu.edu/caps) for more information. CAPS offers a 24/7 Helpline at (239) 745-3277 (EARS).

**4. Student Observance of Religious Holidays**

All students at Florida Gulf Coast University have a right to expect that the University will reasonably accommodate their religious observances, practices, and beliefs. Students, upon prior notification to their instructors, shall be excused from class or other scheduled academic activity to observe a religious holy day of their faith. Students shall be permitted a reasonable amount of time to make up the material or activities covered in their absence. Students shall not be penalized due to absence from class or other scheduled academic activity because of religious observances. Where practicable, major examinations, major assignments, and University ceremonies will not be scheduled on a major religious holy day. A student who is to be excused from class for a religious observance is not required to provide a second party certification of the reason for the absence.

**5. Center for Academic Achievement**

The Center for Academic Achievement (CAA) provides academic support services to all FGCU students. Students can take advantage of our free peer tutoring and Supplemental Instruction sessions for lower-level math and science courses, as well as workshops to facilitate the development of skills necessary for college success. If you would like to participate in any of our programs, learn about tutoring services, or meet with an Academic Retention Coordinator, please visit the CAA in Library 103 or call us at (239) 590-7906. Our website is [www.fgcu.edu/caa](http://www.fgcu.edu/caa).

**6. FGCU Vision and Mission Statement**

**Vision:** Florida Gulf Coast University will achieve national prominence in undergraduate education with expanding recognition for graduate programs. (Approved Jan 19, 2010 by BOT)

**Mission: M1:** Established on the verge of the 21<sup>st</sup> century, Florida Gulf Coast University infuses the strengths of the traditional public university with innovations and learning-centered spirit, its chief aim being to fulfill the academic, cultural, social, and career expectations of its constituents. **M2:** Outstanding faculty uphold challenging academic standards and balance research, scholarly activities, and service expectations with their central responsibilities of teaching and mentoring. Working together, faculty and staff of the University transform students' lives and the southwest Florida region.

**M3:** Florida Gulf Coast University continuously pursues academic excellence, practices and promotes environmental sustainability, embraces diversity, nurtures community partnerships, values public service, encourages civic responsibility, cultivates habits of lifelong learning, and keeps the advancement of knowledge and pursuit of truth as noble ideals at the heart of the university's purpose (Approved Jan 19, 2010 by BOT).

**7. Lutgert College of Business Vision and Mission Statement:**

**Vision:** The Lutgert College of Business will be known for excellence in applied business education.

**Mission:** The Lutgert College of Business educates and engages students and businesses in a collaborative community. We offer high quality educational programs that prepare our students to thrive in their professional careers.



**8. Accounting Department Vision and Mission Statement:**

**Vision:** To be the destination of choice for students who aim to master subject matter in the accounting curriculum and develop successful careers based on an accounting education.

**Mission:** To prepare students for entry level careers in public accounting, service organizations, government, and industry by ensuring that:

1. Graduates are technically competent and possess the full range of business and professional skills; and
2. Faculty members employ cutting edge instructional methods and technologies, anchored by a balanced mix of applied/educational/basic research outcomes and institutional/professional/academic/community service.