THE UNIVERSITY OF TEXAS AT AUSTIN
McCOMBS SCHOOL OF BUSINESS

Syllabus
Accounting 312: Fundamentals of Managerial Accounting
Spring 2014

Unique #02600	Class Hours: M/W 3:30-5:00	Location: UTC 1.102
Unique #02555	Class Hours: T/TH 8:00-9:30	Location: UTC 1.102
Unique #02570	Class Hours: T/TH 9:30-11:00	Location: UTC 1.102

Professor: **J. William Kamas** **Office: GSB 5.126H**
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Office Hrs: **See Blackboard**

Content TA: **Office & Office Hrs:** See Blackboard
Brendan Knickerbocker brendan.knickerbocker@mpa14.mccombs.utexas.edu
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Tech TA: Daehyun Kim **Online forum:** https://hoot.me/acc312techta
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Required Materials

MANAGERIAL ACCOUNTING, by Ronald W. Hilton & David E. Platt (10th edition, ©2014)
McGRAW-HILL CONNECT, on-line homework manager
ACC 312 CASE PACK, available after Feb 1 from UT Copy Center (GSB 3.136)

Blackboard will be used for course management and any additional readings or study materials will be posted there. I also will use Blackboard for communicating with the class.

It is your obligation, during the first week of class, to ensure that:
(1) you can access the class site on Blackboard (BB);
(2) your Connect access is functioning properly (user ID in Connect must = BB email address);
(3) the email account you use is correctly recorded in the UT-Austin Registrar system.

A financial calculator of your choice is required for this class. The HP 10bII+ is highly recommended because it is (1) recommended for ACC 311 and useful for other accounting and finance courses, (2) relatively inexpensive (about $35), and (3) non-programmable and therefore acceptable for exam use.

Learning Objectives

If you stay engaged with the course by participating in class, reading the assigned text, completing the assigned work, and preparing well for cases and exams, you should obtain the results listed below:

Expected Result	*What We'll Do*	*How We'll Measure the Results*
Understand how accounting systems provide data useful for management decisions in all business areas.	..Discuss chapter readings, cases, and current topics together in class. ..Relate Managerial Accounting to what is going on in the business world.	Interesting and lively discussions in class on problems and potential approaches to solutions.
Get comfortable structuring business problems and analyzing management decisions.	..Work practice problems together in class and discuss them. ..Prepare a written business analysis and recommendation.	Homework, team assignment and exam performance (grades).

This course carries the *Quantitative Reasoning Flag*. QR courses are designed to equip you with skills that are necessary for understanding the types of quantitative arguments you will regularly encounter in your adult and professional life. You should therefore expect a substantial portion of your grade to come from your use of quantitative skills to analyze real-world problems.

Class Preparation and Success

You are encouraged to ask questions in class, both to seek technical clarification of points discussed and to understand how a particular topic relates to your personal interest in business. Class attendance and doing the homework are the two keys to success in this class. Students who do well are generally those who attend class regularly and can participate in class discussions because they have done the homework. Although problems may seem fairly intuitive when we do them in class, you will be surprised how hard it is to set them up and solve them on your own. Practice is key.

Classroom Standards

This classroom is subject to *"business meeting" etiquette*:

- Silence your phones and no texting or on-line activity during class.
- Laptops/tablets are allowed **IN THE FIRST TWO ROWS ONLY (FIRST COME FIRST SERVE)**, and only for note-taking or other uses directly related to class, and with internet disabled. Anyone doing on-line activity may be penalized: first offense, 5 point reduction in next exam score; subsequent offenses, half-letter final grade reduction each offense.
- Bring your financial calculator to class and have it ready to use.
- No extraneous conversation or disruptive behavior.
- You should arrive on time. On the rare occasion when you don't, please enter and set up quietly and engage with the class as quickly as possible.
- If you must leave early, please notify me in advance.

Assessment

Course grades will be determined using the following deliverables and weights:

Two (non-cumulative) Midterm Exams	
Lowest midterm	20%
Highest midterm	25%
Final Exam (cumulative)	30%
Homework	15%
Case Assignments	10%
	100%

The BBA program recommends a mean GPA of 3.0-3.2 for this course, but the actual grades assigned will be based on what you earn. All sections of ACC 312 follow the same grading policy, and you may assess your performance based on the traditional grade cutoffs of 90% = A-, 80% = B-, 70% = C-, 60% = D-, and below 60% = F. There will be no opportunity to raise your course grade by doing "extra credit" work either before or after the end of the semester. Incompletes will be given only in the rarest of circumstances and according to university policy.

Grade Appeals: If you believe a grading error has occurred, you must appeal within two weeks after the item is returned to the class. Submit a written explanation of your concern, attached to the graded item in question, to me in class or at office hours. After two weeks have passed, no appeals will be considered.

Examinations

Examinations are individual work; no collaboration of any kind is allowed. There will be two non-cumulative midterm examinations. Midterm exams will be closed book/notes and will be held on the dates and times indicated in the Class Schedule**.** All students in all sections of ACC 312 will take the exams at the same time. We will try to return the graded exams one week after the exam date.

There will be a common, cumulative final exam given for all sections of ACC 312 at the end of the term. The final exam will be closed book/notes and we will advise you of the date for the final exam as soon as we receive it. Please do not make travel arrangements until you are certain of the exam schedule. No early exams will be given to accommodate travel schedules.

Alternate exams: If you have another UT class or UT exam at the same time as one of the midterm exams, an alternate exam will be given, generally on the day after the scheduled exam. Similarly, if you have another UT final exam that directly conflicts with our scheduled final exam, there is a provision for an alternate exam. However, in all cases permission to take an alternate exam is at my discretion and the request must be made at least 96 hours in advance. Note that conflicts such as classes at other educational institutions, UT Extension classes, and work schedules will not constitute an acceptable reason to take an alternate exam. If you also have a class or exam conflict with the alternate midterm exam, we can, with my prior approval, make arrangements for you to make up the exam. Individual makeup midterm exams must be taken within three business days of the original exam date. In most cases, the exam will be given at the Testing Center located on the third floor of the McCombs School. Once you are told that your exam is at the testing center, you are responsible for scheduling and taking the exam. If you have not taken the makeup exam within three business days after the original exam date, you will receive a 0 on the exam.

If you miss an exam due to an illness or other emergency, you should notify me before the exam, if possible, and also provide notification and proof of emergency to Student Emergency Services (http://deanofstudents.utexas.edu/emergency/). They will require proof of emergency and will provide me official acknowledgement of the emergency. However, I have final authority to determine if your absence is excused. If so, and if it is feasible for you to take the scheduled alternate exam or an individual makeup midterm exam (see prior paragraph), you may do so. Otherwise, students with an excused absence from a midterm exam will be required to add the weight of that exam ("lowest midterm" weight) to the weight of the final exam. No "make-up" exams will be given and unexcused absences will result in an exam grade of 0.

Case Assignments

We will discuss three cases during the course to provide context and additional dimensions to the concepts we are studying. We will spend quite a lot of class time discussing each case on the day indicated in the Course Schedule, so coming to class well prepared is critical. Read the case carefully and prepare answers to the questions in the case (these will not be handed in and we recommend working in groups to answer the questions). Each case class will begin with a 10-minute/10-point closed-book quiz on the case. At the discretion of the professor, your case quiz grade may be adjusted up or down by up to two points based on your participation in the case discussion. No make-up quizzes will be given, however in the event of an excused absence you may avoid a 0 by submitting a five-page paper (double spaced, 12-pt Times Roman font, 1" margins) summarizing the key points of the case and addressing the case questions. **Collaboration on case preparation is encouraged, but substitute papers must be written up individually and quizzes are individual work, no collaboration allowed.**

Homework

Graded homework must be completed individually, however you are permitted to collaborate with classmates on figuring out how to structure the solution to assigned questions. The Course Schedule lists the assigned homework problems. Homework assigned is due by 8am on the day of class, and late homework will not be accepted. "Review" questions are intended to confirm your understanding of material covered in the preceding class; "Preview" questions are to help you prepare for the coming class. Homework is further divided into problems to be submitted for grading and problems that are neither submitted nor graded. Graded questions are listed in bold-faced text on the Course Schedule and are managed through the Connect system. Connect changes the numbers in the problem for each student, so the data will differ from the textbook and your solution will not be the same as your classmates' solutions. Connect will grade these problems, provide solutions (after all sections of ACC 312 have submitted their homework), and indicate areas where you need to do additional study. The problems that are not required to be submitted or graded (not bold-faced) are intended to guide your study of the material. The homework grade is the percent of all graded problems completed correctly.

- If you have difficulty using Connect or encounter a problem with it, please email your question to the **Connect TA** listed on the first page of the syllabus. (Same Connect TA for all sections of ACC 312.)

- If you have questions about how to solve the exercises or problems, please see the **Content TA** listed on the first page of the syllabus during his/her office hours. (Content TAs differ by instructor.)

Other Assignments

Additional quizzes and other relatively minor graded work may also be assigned, depending on my assessment of class progress and preparation. Examples would include (but are not limited to) quizzes on Blackboard, unannounced in-class quizzes, extra problem assignments, extra case work, and chapter outlines. If I choose to make such assignments, their scores will be treated as part of the homework grade.

Important Notifications:

The Course Schedule, distributed separately, is an integral part of this Course Syllabus.

Students with Disabilities

Students with disabilities may request appropriate academic accommodations from the Division of Diversity and Community Engagement, Services for Students with Disabilities, 512-471-6259, http://www.utexas.edu/diversity/ddce/ssd/.

Religious Holy Days

By UT Austin policy, you must notify me of your pending absence at least fourteen days prior to the date of observance of a religious holy day. If you must miss an examination, a work assignment, or a project in order to observe a religious holy day, you will be given an opportunity to complete the missed work within a reasonable time after the absence.

Policy on Scholastic Dishonesty

The McCombs School of Business has no tolerance for acts of scholastic dishonesty. The responsibilities of both students and faculty with regard to scholastic dishonesty are described in detail in the BBA Program's Statement on Scholastic Dishonesty at http://www.mccombs.utexas.edu/BBA/Code-of-Ethics.aspx. By teaching this course, I have agreed to observe all faculty responsibilities described in that document. By enrolling in this class, you have agreed to observe all student responsibilities described in that document. If the application of the Statement on Scholastic Dishonesty to this class or its assignments is unclear in any way, it is your responsibility to ask me for clarification. Students who violate University rules on scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and/or dismissal from the University. Dishonesty harms the individual, all other students, the integrity of the University, and the value of our academic brand, so policies on scholastic dishonesty will be strictly enforced. You should refer to the Student Judicial Services website at http://deanofstudents.utexas.edu/sjs/ to access the official University policies and procedures on scholastic dishonesty as well as further elaboration on what constitutes scholastic dishonesty.

Campus Safety

Please note the following recommendations regarding emergency evacuation from the Office of Campus Safety and Security, 512-471-5767, http://www.utexas.edu/safety:

- Occupants of buildings on The University of Texas at Austin campus are required to evacuate buildings when a fire alarm is activated. Alarm activation or announcement requires exiting and assembling outside.
- Familiarize yourself with all exit doors of each classroom and building you may occupy. Remember that the nearest exit door may not be the one you used when entering the building.
- Students requiring assistance in evacuation should inform the instructor in writing during week 1.
- In the event of an evacuation, follow the instruction of faculty or class instructors.
- Do not re-enter a building unless given instructions by the following: Austin Fire Department, The University of Texas at Austin Police Department, or Fire Prevention Services office.
- Behavior Concerns Advice Line (BCAL): 512-232-5050
- Further information regarding emergency evacuation routes and emergency procedures can be found at: http://www.utexas.edu/emergency.