

St. Petersburg College

SPC

Managerial Accounting Syllabus

ACG 2071

Face-to-Face Instruction (2333)

Spring 2024

View the [Syllabus Addendum](#) which provides the most current version of fluid information, such as the academic calendar.

WELCOME

Welcome to the course! Please read the syllabus thoroughly and familiarize yourself with the MyCourses and MyAccountingLab sites. Good luck!

INSTRUCTOR

Name: Rita Applegate, EdD, MT, CPA, CFP

Email: applegate.rita@spcollege.edu

Phone: 727-394-6925

Office and Online Chat Hours:

Day	Campus	Office	Time
Monday	Clearwater	BT 126	12:45 pm – 2:15 pm
Tuesday	Seminole	PH 117A	9:15 am – 10:00 am
Tuesday	Seminole	PH 117A	11:15 am – 12 pm
Tuesday	Seminole	LI 205B	1:30 pm – 3:30 pm
Wednesday	Clearwater	BT 126	12:45 pm – 2:15 pm
Thursday	Seminole	PH 117A	9:15 am – 10:00 am
Thursday	Seminole	PH 117 A	11:15 am – 12 pm
Thursday	Seminole	LI 205B	1:30 pm – 3:30 pm
And by appointment		In-person or via Zoom	

Seminole Office Location: LI 205b

Instructor Web Page: <https://webapps.spcollege.edu/instructors/id/applegate.rita>

ACADEMIC DEPARTMENT

DEAN

Name: Emmanuel Hernandez-Agosto, DBA

Office Location: Downtown Campus - DC-248

Office Phone Number: 727-712-5407

Email: hernandez.emmanuel@spcollege.edu

Associate Dean

Name: Mike Ewell

Office Location: St. Pete Gibbs campus- TE 131-B

Office Phone Number: 727-791-2610

Email: ewell.mike@spcollege.edu

WEBSITE

URL: <http://www.spcollege.edu/cob/>

COURSE INFORMATION

MAJOR LEARNING OUTCOMES:

1. The student will understand the importance of product costing and will describe its impact on financial statements and managerial decision-making.
2. The student will understand cost-volume-profit relationships and will apply them to business problems.
3. The student will understand budgetary planning and control and will prepare a master budget, using standard cost systems, and capital budgeting techniques.
4. The student will format and complete the statement of cash flows and apply the information to business problems.
5. The student will understand the importance of financial statement analysis and will perform such an analysis.

Prerequisites: ACG 2021. This course is a study of product costing, cost-volume-profit analysis, budgetary planning and control, the statement of cash flows and financial statement analysis. Emphasis will be placed on applications in order to illustrate the accounting principles. 47 contact hours.

Availability of Course Content: The course materials are broken into seven learning modules and a comprehensive final exam. Please find materials for each module posted into the course shell. You may work ahead but due dates will not be extended.

REQUIRED TEXTBOOK & OTHER RESOURCE INFORMATION

Required Textbook: Horngren's Managerial Accounting 7th edition - includes eBook and MyAccountingLab access code. This is part of the First Day Program. It will be waiting in your MyCourses class at a greatly reduced price.

ISBN 9780136503613

View the [Libraries](#) site.

What is First Day Access: Textbook Savings Program?

This course is participating in the First Day Access Program. You will be given access to the course materials through MyCourses. You will receive instant access to the required materials and save 20-50% or more off the retail price. **You have the option to opt out of the program within the first 10 days of class** if you want to purchase your materials elsewhere. Opting out of the program is likely to cause you to pay a higher rate. **The opt-out date is 10 days from the first day of class** ([View opt-out deadline dates](#)).

The materials that are accessed through MyCourses are **NOT** included in your tuition. **If you do not click on the button to opt-out, you agree to pay the discounted fee and SPC will bill your student account at the First Day price after the opt-out deadline passes - approximately 2 weeks after your class starts.** This will show as a bookstore charge. Please check your student account. If you have BLOC or are a 3rd Party vendor then the charges will be covered ***exceptions do apply**, if you are self-pay, please make those payments to the business office.

Refund Policy

If you drop a class within the drop deadline for your course, the refund policy will be the same as SPC's [drop w/refund policy](#). If you withdraw after the drop deadline ([see your schedule for dates](#)), then you will be responsible for those charges on your account (For example, if you receive a "W" you will not be eligible for a refund).

LEARNER SUPPORT

View the [Accessibility Resources](#) site

View the [Academic Support](#) site

View the [Student Services](#) site

IMPORTANT DATES

Course Dates: View the [Academic Calendar](#) site

Drop Date: View the [Academic Calendar](#) site

Withdrawal Date: View the [Academic Calendar](#) site

Financial Aid Dates: View the [Financial Aid Dates](#) site

DISCIPLINE-SPECIFIC INFORMATION

Accounting, in general is a challenging subject that requires a lot of patience, perseverance, practice and study to learn. This is an intensive course. It is recommended to dedicate a minimum of 12-15 hours per week (in an 8-week session) and 6-7.5 hours per week (in a 16-week session) to its study. Online and blended classes give the student a lot of flexibility in regard to study time, but it is imperative to be organized and set a consistent time per week to master the learning objectives and complete the assessments of this course.

The learning process can be very demanding, but at the same time, it will be very rewarding. The world of accounting is fascinating and will help you develop a new set of skills that will open the doors to a whole new world of opportunities.

ATTENDANCE

The college-wide attendance policy is included in the Syllabus Addendum at: <https://www.spcollege.edu/current-students/student-affairs/student-right-to-know/student-responsibilities>

Students classified as “No Show” for the first week will be administratively withdrawn from the class.

A “No Show” means not completing the Acceptance of Syllabus/Course Expectations Quiz and not registering for MyAccountingLab for week one.

Students who have not completed more than 40% of their assignments due (discussion forum, homework & chapter exams) at the 60% point will be considered as “not actively participating” in the class and may be administratively withdrawn with a grade of “WF”.

GRADING

Grades will be earned in five parts, as follows:

Attendance -----	10%
Dynamic Study Module -----	15%

Homework (5 attempts*, unlimited time) ----- 20%
 Chapter Exams (1 attempt, time limit) ----- 30%
 Comprehensive Problem (5 attempts*, unlimited time) - 10%
 Cumulative Final Exam (1 attempt, time limit) ----- 15%

Total percentage ----- 100.00%

Letter Grade	Percentage
A	90-100%
B	80-89%
C	70-79%
D	60-69%
F	Less than 60%

*1 attempt of each question, 5 attempts of “check answer” for each part

ASSIGNMENTS

It will be the students’ responsibility to complete their assignments on time and in an acceptable manner. **Thus, late assignments will not be accepted unless granted by the instructor. If you have an extenuating circumstance, please e-mail your instructor to request an extension.**

Assignments that are not completed by the due date will receive a zero (0). In consideration of personal contingencies, the instructor will drop the student’s two lowest score on homework and chapter exams. With this rule, the student will not be penalized for missing two homework or chapter exams.

Please pay attention to the instructions for every assignment such as due date, time allowed (if that is the case), maximum attempts, etc. The instructions will be displayed in MyAccountingLab.

The due date for assignments will be posted by the instructor in MyAccountingLab and MyCourses.

STUDENTS’ EXPECTATIONS AND INSTRUCTOR’S EXPECTATIONS

REQUIRED INTERACTION

The only required student-student and / or student-instructor interaction in the online course is the "Real-World" Discussion found in each Module. Attendance is mandatory for in-person courses. The majority of this class is student-content interaction which happens in MyAccountingLab.

PARTICIPATION, CONDUCT, & NETIQUETTE

SPC has outlined expectations for student behavior and interaction for online discussions, email, and other forms of communication. View the Student Expectations in the [How to be a Successful Student \(Syllabus Addendum\)](#).

ACADEMIC HONESTY

View the [Academic Honesty Policy](#)

COPYRIGHT

Copyrighted material within this course, or posted on this course website, is used in compliance with United States Copyright Law. Under that law you may use the material for educational purposes related to the learning outcomes of this course. You may not further download, copy, alter, or distribute the material unless in accordance with copyright law or with permission of the copyright holder. For more information on copyright visit: www.copyright.gov.

STUDENT SURVEY OF INSTRUCTION

The Student Survey of Instruction is administered in courses each semester. It is designed to improve the quality of instruction at St. Petersburg College. All student responses are confidential and anonymous and will be used solely for the purpose of performance improvement.

TECHNOLOGY

MINIMUM REQUIREMENTS

View the [MyCourses Minimum Technology Requirements](#)

Students should know how to navigate the course and use the course tools. Dropbox-style assignments may require attachments in either Microsoft Word (.doc or .docx) or Rich Text Format (.rtf), so that they can be properly evaluated. If an attachment cannot

be opened by the instructor, students will be required to re-format and re-submit an assignment so that it can be evaluated and returned with feedback.

Minimum Technical Skills: Specify the minimum technical skills expected of the learner: general and course-specific learners must have to succeed in the course.

MyCourses tutorials are available to students new to this LMS and are located at the beginning of the course. Most features on MyCourses are accessible on mobile devices, although it is recommended that you use a computer for quizzes, tests, and essay assignments.

ACCESSIBILITY OF TECHNOLOGY

View the [MyCourses \(Brightspace by Desire2Learn\) Accessibility Statement](#)

View the [MyAccountingLab Accessibility Statement](#)

PRIVACY

View the [MyCourses \(Brightspace by Desire2Learn\) Privacy Statement](#)

View the [MyAccountingLab Privacy Statement](#)

TECHNICAL SUPPORT

SPC Technical Support is available via the [Technical Support Desk](#).

INSTRUCTIONAL CONTINUITY PLAN - EMERGENCY PREPAREDNESS POLICY

The St. Petersburg College website at www.spcollege.edu is the official source of college information regarding the status of the institution. Other important information will be communicated via SPC Alert, local media outlets, and the college toll-free phone number 866-822-3978. All decisions concerning the discontinuation of college functions, cancellation of classes, or cessation of operations rest with the President or his/her designee. The College realizes that it is possible for a significant natural disaster to compromise SPC campus facilities sufficiently to disrupt the delivery of classes on campus/campuses for an extended period of time and is planning ways our operations can continue following such an emergency.

So, in the event that a hurricane or other natural disaster causes significant damage to St. Petersburg College facilities, you may be provided the opportunity to complete your

course work online. Following the event, please visit the college website for an announcement of the College's plan to resume operations.

Further, in the event of such a disaster, the instructor will continue using the Learning Management System (LMS) of MyCourses for continuation of all required learning and instructional activities in this course, including the issuing of graded online assignments and expectation of student completion of those graded assignments.

Therefore, in order to keep up with all activities in this course during and after a natural disaster, please plan to continue this course by maintaining online access to MyCourses in lieu of meeting in a classroom—possibly through duration of the course's regularly scheduled end date. We will finish this course in MyCourses, as directed by your instructor online, and your instructor will use all graded assignments—both online and formerly on-campus—to assess and issue your final letter grade for this course, as normally planned, despite occurrence of the natural disaster.

Accessibility Statement:

This course is designed to be welcoming to, accessible to, and usable by everyone, including students who are English-language learners, have a variety of learning styles, have disabilities, or are new to online learning. Be sure to let your professor know immediately if you encounter a required element or resource in the course that is not accessible to you. Also, let the professor know of changes they might be able to pursue to make improvement to the course for future students.

If you have documentation of a disability or feel you may have a disability:

St. Petersburg College recognizes the importance of equal access to learning opportunities for all students. Accessibility Services (AS) is the campus office that works with students who have disabilities to provide and/or arrange reasonable accommodations. Students registered with AS, who are requesting accommodations, should contact their instructor by the start of the course. Students who have, or think they may have, a disability (e.g., learning disability, ADD/ADHD, psychiatric, medical/orthopedic, vision, and/or hearing), are invited to contact the Accessibility Coordinator (AC) that serves your campus for a confidential discussion. To find your AC for your specific campus, please go to the college-wide Accessibility Services website: <https://www.spcollege.edu/current-students/student-affairs/student-support-resources/accessibility-services>

MODULE	TOPIC	ASSIGNMENTS
<p>Starting our Course: Orientation & Module 1</p>	<p>Starting Our Course: Orientation</p> <p>Appendix B - The Statement of Cash Flows</p> <p>You will:</p> <ol style="list-style-type: none"> 1. Identify the purpose of the statement of cash flows and distinguish amount operating, investing, and financing activities. 2. Prepare the statement of cash flows by the indirect method 3. Use free cash flow to evaluate business performance. 	<p>Acceptance of Syllabus and Course Expectations Quiz (Starting our Course: Orientation*)</p> <ul style="list-style-type: none"> • Appendix B Homework (MAL) • Appendix B Exam (MAL) <p>*NOTE: You will not have access to the “module” content of the course until this quiz has been completed.</p>
<p>Module 2</p>	<p>Appendix C - Financial Statement Analysis</p> <p>You will:</p> <ol style="list-style-type: none"> 1. Explain how financial statements are used to analyze a business 2. Perform a horizontal analysis of financial statements 3. Perform a vertical analysis of financial statements 4. Compute and evaluate the standard financial ratios 	<ul style="list-style-type: none"> • Appendix C Homework (MAL) • Appendix C Exam (MAL)
<p>Module 3</p>	<p>Chapter 1 - Introduction to Managerial Accounting</p> <p>You will:</p>	

<p>Module 4</p>	<p>Chapter 3 - Process Costing</p> <p>You will:</p> <ol style="list-style-type: none"> 1. Describe the flow of costs through a process costing system 2. Calculate equivalent units of production for direct materials and conversion costs 3. Prepare a production cost report for the first department using the weighted-average method 4. Prepare a production cost report for subsequent departments using the weighted-average method 5. Prepare journal entries for a process costing system 6. Use a production cost report to make decisions <p>Chapter 5 - Cost-Volume-Profit Analysis</p> <p>You will:</p> <ol style="list-style-type: none"> 1. Determine how changes in volume affect costs 2. Calculate operating income using contribution margin and contribution margin ratio 3. Use cost-volume-profit (CVP) analysis for profit planning 4. Use CVP analysis to perform sensitivity analysis 	<ul style="list-style-type: none"> • Chapter 3 Homework (MAL) • Chapter 3 Exam (MAL) • Chapter 5 Homework (MAL) • Chapter 5 Exam (MAL)

	<p>5. Use CVP analysis to calculate margin of safety, operating leverage, and multiproduct breakeven points</p>	
<p>Module 5</p>	<p>Chapter 6 - Variable Costing</p> <p>You will:</p> <ol style="list-style-type: none"> 1. Distinguish between variable costing and absorption costing 2. Compute operating income using variable costing and absorption costing 3. Use variable costing to make management decisions for a manufacturing business 4. Use variable costing to make management decisions for a service business <p>Chapter 7 - Master Budgets</p> <p>You will:</p> <ol style="list-style-type: none"> 1. Describe budgeting objectives, benefits, and procedures and how human behavior influences budgeting 2. Define budget types and the components of the master budget 3. Prepare an operating budget for a manufacturing company 4. Prepare a financial budget for a manufacturing company 5. Prepare an operating budget for a merchandising company 	<ul style="list-style-type: none"> • Chapter 6 Homework (MAL) • Chapter 6 Exam (MAL) • Chapter 7 Homework (MAL) • Chapter 7 Exam (MAL)

	<ol style="list-style-type: none"> 6. Prepare a financial budget for a merchandising company 7. Describe how information technology can be used in the budgeting process 	
<p>Module 6</p>	<p>Chapter 8 - Flexible Budgets and Standard Costing Systems</p> <p>You will:</p> <ol style="list-style-type: none"> 1. Prepare flexible budgets and performance reports using static and flexible budgets 2. Identify the benefits of a standard cost system and understand how standards are set 3. Compute the standard cost variances for direct materials and direct labor 4. Compute the standard cost variances for manufacturing overhead 	<ul style="list-style-type: none"> • Chapter 8 Homework (MAL) • Chapter 8 Exam (MAL)

	<p>5. Describe the relationship among and responsibility for the product cost variances</p> <p>6. Record transactions in a standard cost system and prepare a standard cost income statement</p> <p>Chapter 9 - Responsibility Accounting and Performance Evaluation</p> <p>You will:</p> <ol style="list-style-type: none"> 1. Explain why companies decentralize and use responsibility accounting 2. Describe the purpose of performance evaluation systems and how the balanced scorecard helps companies evaluate performance 3. Use responsibility reports to evaluate cost, revenue, and profit centers 4. Use return on investment (ROI) and residual income (RI) to evaluate investment centers 5. Determine how transfer pricing affects decentralized companies 	<ul style="list-style-type: none"> • Chapter 9 Homework (MAL) • Chapter 9 Exam (MAL)
<p>Module 7</p>	<p>Chapter 10- Short Term Business Decisions</p>	

	Comprehensive Problem due 10/29/23.	<ul style="list-style-type: none">• Comprehensive Problem
Module 8	Final Exam Review Bonus and Final Exam (MAL)	<ul style="list-style-type: none">• Final Exam Review Bonus• Cumulative Final Exam

For course schedule and due dates, please see MyCourses.