

**ACCT 331 Cost Accounting**  
**Winter 2015-2016, Section 001**

**Professor: Xin Dai Ph.D.**

Office: GHall 929

Office: 215-571-4822

Email: [xd45@drexel.edu](mailto:xd45@drexel.edu)

Office Hour: Monday 2:00-4:00pm  
or by appointment

**Section meeting time and location**

001 – Mondays and Wednesdays

12:00pm—1:50pm

PEARL 307

---

**COURSE DESCRIPTION, OBJECTIVES & OUTCOMES**

Cost accounting information is essential to many forms of communication in business enterprises. To understand how cost accounting information is developed and used, the course has three broad topics: measuring and allocating product costs, understanding cost behavior to forecast profits and operation details, and managerial decision support.

This course provides an in-depth overview of modern cost accounting practices. The course will begin with examining the practices and underlying principles associated with accounting for costs in modern business settings, including applications for gathering and categorizing cost data. Students will then learn to use cost data for analytical purposes, including cost measurement and management, budgeting and forecasting, and strategic planning. Finally, students will develop evaluation techniques which use cost information for selecting alternatives within common managerial decision settings.

After learning this course, the students will be able to

1. understand and explain basic cost accounting principles and practices;
2. determine the costs of particular cost objects using job costing, process costing, and activity-based costing;
3. apply cost-volume-profit analysis (CVP) and assist management decision making using CVP analysis;
4. aid management in planning and control functions within a firm using budgeting and variance analysis;
5. use cost accounting information to help make major business decisions, including special order analysis, outsourcing, product line evaluation (add/drop), product-mix and equipment replacement;
6. help set transfer prices for intra-firm transactions.

**Prerequisite: ACCT 116, Minimum Grade: C.**

## REQUIRED MATERIALS

- Drexel University Edition:  
*Cost Accounting*; ISBN 9781308400419

or

*Fundamentals of Cost Accounting, 4<sup>th</sup> Edition*; Lanen, Anderson and Maher;  
McGraw-Hill/Irwin; ISBN 9780078025525

**McGraw Hill Connect:** There are materials on McGraw Hill Connect that are designed as optional practice materials.

- A basic function calculator  
*Devices such as cell phones, watches, tablets or laptops cannot be used as calculators during quizzes or exams.*

**Course Administration and Helpful Hints:** Class sessions will be conducted using a combination of lecture and discussion formats. Lectures will be centered on conceptual learning and relevant problems. Discussions will be related to problems which have been selected to provide opportunities for concept application. As a large amount of material is covered in a relatively short time-span, **this course will make rigorous demands on your time.** In general, if you keep up to date with the work, your understanding (and hence your grade) should benefit accordingly.

My ultimate goal is to provide you with opportunities to develop a critical working understanding of the concepts covered in this course. To that end, you will be asked to demonstrate the level of your understanding by applying these concepts to specific problems and situations. I will also expect you to demonstrate your understanding of these critical concepts by actively participating in class discussions. Simply reading your book and sitting through class quietly will be insufficient to develop the types of skills which will be useful in your future work. Instead, thoughtful attention to practice problems and reflection on our lectures and discussions are required to develop facility with the material in this course. Thus, students are encouraged to work continuously and actively on work assigned throughout the term.

## GRADING

Your grade will be determined based on the following:

Midterm Exam 1	20%
Midterm Exam 2	20%
Final Exam	30%
Quizzes	20%
Homework	10%
<b>Total</b>	<b><u>100%</u></b>

**Tentative** Grading Scale:

A	[90, 100]
B	[80, 90)
C	[70, 80)
D	[60, 70)
F	[0, 60)

**ATTENDANCE**

While attendance is not taken during class, you are expected to attend and participate in each class session. You are responsible for ALL materials covered in class (even if it is not covered in the textbook), as well as any announcements made regarding changes to scheduling, assignments, the syllabus, etc. If you are unable to attend a class for any reason, YOU are responsible for catching up with the materials and finding out about classwork and assignments. Students who fail to attend class regularly rarely do well in this class.

**EXAMS**

There will be three exams consisting of multiple-choice questions and/or problems. The Final Exam is cumulative. The exams are fixed commitments.

You must take the exams on the date scheduled. If you are unable to take an exam at the scheduled time for a valid reason, you should let me know **before** the examination, and we will try to work out a satisfactory solution.

If you miss an exam without getting an approval before the exam, and without an acceptable reason, you will receive a score of zero for the exam. Please note that the fact that you might benefit from an additional day or two of study is not a valid exam excuse. Personal convenience is not a valid exam excuse.

**HOMEWORK**

The homework problems are a study aid. Problems are assigned throughout the term to check your comprehension. The total of all assignments are worth 10% of the final grade. Assignments are graded based on efforts. You should complete the assignments by the due date. **Any homework not submitted by the due date will not count towards your homework grade. No late homework assignments will be accepted for any reason.**

Students having difficulty with the course material and concepts are urged to attempt additional, self-assigned problems to reinforce the chapter concepts. Additional assignments can be assigned, if necessary. The student is the best person to determine the amount of work needed to successfully grasp and understand course concepts.

**QUIZZES**

There will be 4 quizzes, consisting of multiple-choice questions. The quizzes will be taken in class. Quiz dates as anticipated are indicated on the course calendar below but are subject to change. There are no make-ups for the quizzes and a zero grade will be given for any missed quizzes.

**EXTRA CREDIT**

**There is NO extra credit. Please do not ask for it.** Please take the above items that do determine your grade seriously and prepare for them in a careful and thoughtful manner.

**MISCELLANEOUS****COURSE OUTLINE CHANGES**

For various reasons, changes in the course outline are likely during the term. It is absolutely necessary for the student to keep him/herself current as to the changes and requirements of the course. Please check BBLearn for updates.

**PROPRIETY OF TEXTUAL COMMUNICATIONS**

Grammar and Spelling are important and "flaming" is not appropriate for this environment. Many people tend to be lax when posting responses to threaded discussions or sending email messages. Please use proper grammar and proper capitalization, punctuation, and pay attention to spelling or typing errors. To avoid mistakes, you can compose threaded discussion responses or email messages in a word processing program where you can check spelling, edit, and revise your writing. You can then cut and paste the work into the threaded discussion or email message.

**EMAIL PROCEDURE**

Other than utilizing office hours, the best way to reach me is via email. When contacting the Instructor or Technical support, please indicate your course name and section number in the email subject. Failing to do so may cause delay of response.

- Example: [ACCT331-001] Xxxxxx.....

**EMAIL CLASS LIABILITY**

Neither Drexel University nor the instructor can be held responsible for the content of any personal messages, which are sent from one student directly to another student using the online email delivery system. It is expected that all students will adhere to accepted codes of ethical, personal, and civil conduct when conversing online using email or engaging in any real time online chat sessions. Failure to abide by such codes of conduct and etiquette may result in expulsion from the course with a failing grade. Consult the official university code of student conduct for further information.

**DROPPING THE COURSE**

The last day to drop the course is Feb 19, 2016.

Please refer to the Academic Calendar:

<http://drexel.edu/provost/calendars/academic-calendars/quarter-2015-2016/>

**STUDENTS WITH DISABILITY**

Students with disabilities requesting accommodations and services at Drexel University need to present a current accommodation verification letter (AVL) to faculty before accommodations can

be made. AVL's are issued by the Office of Disability Services (ODS). For additional information, go to the ODS website at <http://drexel.edu/disability/>. Following is the ODS contact information:

<b>Physical Address</b>	3201 Arch Street, Suite 210, Philadelphia, PA 19104
<b>Mailing Address</b>	3141 Chestnut Street, 81-210, Philadelphia, PA 19104
<b>Phone</b>	215-895-1401
<b>TTY</b>	215-895-2299
<b>Fax</b>	215-895-1402

**\*\*Any accommodations must be in place at least one week before an exam.**

### ACADEMIC HONESTY

Cheating and plagiarism are serious misconduct issues that result in negative consequences for all involved in the learning environment. Any serious misconduct of this nature will be addressed directly and expeditiously by LeBow College of Business and Drexel University. In order to protect and maintain a superior learning environment at LeBow College of Business, **all students must review and adhere to Drexel University's Academic Honesty Policy**. For details, see: <http://www.drexel.edu/studentlife/studenthandbook/Handbook.html> (see Code of Conduct under [Judicial Affairs](#)).

Forms of academic dishonesty include plagiarism, fabrication, cheating, and academic misconduct. Students are responsible for the authenticity of material submitted both for individual and group work. The Hagerty Library offers a brief online tutorial for recognizing and avoiding plagiarism at: <http://www.library.drexel.edu/resources/tutorials/plagiarism/plagiarism.html>.

If there is evidence that a violation of Drexel University's Academic Honesty Policy has occurred, the faculty member indicates what sanction he/she believes is appropriate to the Department Head, who in turn will determine whether such a sanction is commensurate with the action and evidence, and if necessary makes adjustments to the sanction. For the first infraction, the sanction may include:

- An "F" for the assignment or exam
- Reduction of course grade
- Failure for the entire course, with the inability to withdraw, or other action deemed appropriate by the faculty member. Examples include, but are not limited to, requiring the student to re-take the exam, re-complete an assignment, or complete an assigned exercise.

## Class Calendar

Week	2015	Chapter	Content	Quizzes
1	M 1/4	1&2	Syllabus, Course Overview, and Cost Concepts and Behavior	
1	W 1/6	5	Cost Estimate	
2	M 1/11	3	Cost-Volume-Profit Analysis	Quiz 1
2	W 1/13	3	Cost-Volume-Profit Analysis	
3	M 1/18	<b>Martin Luther King, Jr. Day (University Holiday)</b>		
3	W 1/20	<b>Midterm Exam 1</b>		
4	M 1/25	7	Job Costing	
4	W 1/27	8	Process Costing	
5	M 2/1	8	Process Costing	
5	W 2/3	9	Activity-Based Costing	Quiz 2
6	M 2/8	9	Activity-Based Costing	
6	W 2/10	13	Planning and Budgeting	Quiz 3
7	M 2/15	13	Planning and Budgeting	
7	W 2/17	<b>Midterm Exam 2</b>		
8	M 2/22	16&17	Standard Costs and Variance Analysis	
8	W 2/24	14	Business Unit Performance Measurement	
9	M 2/29	14	Business Unit Performance Measurement	Quiz 4
9	W 3/2	4&18	Managerial Decisions Balanced ScoreCard	
10	M 3/7	15	Transfer Pricing	
10	W 3/9	16	Capital Budgeting	
11	M 3/14	<b>Review Class</b>		
	<b>TBD</b>	<b>Final Exam</b>		

*\*This class calendar is tentative and subject to change.*