

**JAIPURIA INSTITUTE OF MANAGEMENT NOIDA**

**PGDM (Service Management); TRIMESTER II; Academic Year: 2019-20**

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| Course Code and title | FIN201: Management Accounting |
| Credits | 1.5 |
| Term and Year | II Term, 2019 -20 |
| Course Pre-requisite(s) | Accounting Fundamentals |
| Course Requirement(s) |  |
| Course Schedule (day and time of class) | As per time table |
| Classroom # (Location) | As per time table |
| Course Instructor | Prof Ravi Agarwal |
| Email | Ravi.Agarwal@jaipuria.ac.in |
| Telephone Number (for office appointments) | 0120-4638356 |
| Student Consultation Hours |  |
| Office location | First Floor |

1. **Course Overview**

Management Accounting and Control seeks to create value by providing effective tools for planning, analysis and control, which furnish information that is useful for decision making at all levels in the organization. The course introduces a number of cost and management accounting tools and quantitative techniques that can be used to analyze how business processes consume resources, create value for a firm and its customers, and how this value may be enhanced through activity and process improvement. Major topics include cost behavior, cost analysis, profit planning and control measures.

Financial accounting provides information of firm’s financial condition and results of its activities through three standard financial statements, i.e., the Balance Sheet, Income Statement and Statement of Cash Flows. Management Accounting and Control is the next phase in accounting which deals with evaluating the information not provided by financial accounting and is essentially meant for internal use of management. It incorporates cost accounting with an aim to ascertain costs, control costs and in the long run reduce costs. This course focuses on decision facilitating information for improvement in specific decisions such as to set better prices, to cut costs productively, to plan product mix, or to make better allocation of resources and has crucial managerial uses for planning, implementing and controlling the firm’s activities. This course, thus, incorporates the analysis and effect of all relevant information for improvement in specific managerial decisions.

This course is divided into three modules. Module 1 provides the students the concept and applications of cost and management accounting. Module 2 deals with the cost-volume-profit (CVP) analysis and its application in managerial decision making. Module 3 is accounting for planning and control of organization and essentially covers budgeting. This course includes cases to analyze and apply the concepts in practical business problems involving costing tools followed by class discussion. The case analyses help students to take a position, to understand and appraise the arguments of fellow students and to reach to optimum decision.

1. **Course Learning Outcomes**

On successful completion of the course you should be able to:

1. Estimate relevant cost components for business decisions.
2. Apply relevant cost information for decision making.
3. Prepare financial budgets for efficient planning and effective control.

1. Mapping of CLOs with PLOs

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| --- | --- | --- | --- | --- | --- | --- |
| **PLO\*/CLO\*\*** | **CLO1 Classify Cost** | **CLO2**  **Interpret relevant cost information for decision making** | **CLO3**  **Apply management accounting techniques for planning & control** | | | |
| PLO-1  Communicate effectively and display inter-personnel skills |  |  |  |  |  |  |
| PLO-2  Demonstrate Leadership and  Teamwork towards achievement of  organizational goals |  |  |  |  |  |  |
| PLO-3  Apply relevant conceptual frameworks for effective decision-making |  | √(Moderate) | √(Low) |  |  |  |
| PLO-4  Develop an entrepreneurial mindset for optimal business solutions |  |  |  |  |  |  |
| PLO-5  Evaluate the relationship between business environment and  organizations |  |  |  |  |  |  |
| PLO 6  Appreciate sustainable and ethical business practices |  |  |  |  |  |  |
| PLO-7  Leverage technologies for business decisions |  |  |  |  |  |  |
| PLO-8  Demonstrate capability as an Independent learner |  |  |  | | | |

Linkage of \* Program level Outcome (PLO) with \*\*Course Learning Outcome (LO) Mapping CLOs to GAs

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | GA 1 | GA 2 | GA 3 | GA4 | GA5 | GA6 | GA7 | GA8 |
| CLO 1 |  |  |  |  |  |  |  |  |
| CLO 2 |  | X |  |  |  |  |  |  |
| CLO 3 |  |  |  |  |  |  |  |  |

1. **Text Book**

James, J. (2012). Managerial Accounting (5th Edition), Wiley India Pvt Ltd, New Delhi

1. **Assessment Criteria**

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| --- | --- | --- |
| **Component** | **Description** | **Weight** |
| Quizzes | There will be two Moodle quizzes (10 marks each), one before the end of sixth session and the second before the end of twelfth session.  Quiz 1- CLO1  Quiz 2- CLO2 | 20% |
| Project/Assignment | A group project assignment would be given to help the students to develop a business plan (Including preparation of cost sheet, pricing of the product and performing the CVP Analysis of the product) (Vivavoce also conducted for all groups related to the project work).  (CLO1 & CLO2) | 20% |
| Hall Examination | It will cover sessions 1-12 (CLO1 & CLO2 & CLO3) | 60% |
| Total |  | 100% |

**Assessment Task Description**

1. **Quiz 1:**

Weightage: 10% (refer detailed Rubrics for evaluation at the end).

Description: There will be two quizzes administered through Moodle with sequential layout and individual performance will be assessed. Question bank of minimum 30 questions to be created for a quiz of 10 questions. Quiz questions: 20% basic, 50% intermediate and 30% advanced level.

Expectation from students:

Quiz 1: To be able to estimate relevant cost components for business decisions Quiz 2: To be able to apply relevant cost information for short term decision. Suggested time to devote to this task: 5 weeks for 1st Quiz

5 Week for 2nd Quiz

Submission details: Moodle based quiz.

Feedback and return of work: Marks will be announced immediately after quiz completion. Qualitative Feedback will be given in the succeeding session.

Pre/In/beyond class: In Class

1. **Group Project**

Weightage: 20% (refer Rubrics for evaluation at the end)

Description: This would be a word document (1000 words, single spaced, 12 font) with supporting Excel data file.

Expectation from the students: Estimation of relevant cost components and applying cost information for business decisions.

Academic Integrity: Submissions without a turnitin report on similarity index will not be accepted. The similarity index should not be more than 20%. Every group has the option to “fire” from the group the members who chose to engage in social loafing and contribute marginally towards the project work. Such students will be required to take a separate project from me to do on their own and 10 marks will be deducted from their overall marks at the end of the term. The marks of the group will be applicable to all its members.

Late submissions: will be outright rejected. The onus of confirming submissions lies with the groups. Only one assignment per group will be accepted. Multiple assignments will be seen as failure to comprehend the submission guidelines and will have a reflection in marks awarded to the group.

Suggested time to devote to this task: 8 Weeks

Submission details: Soft copy upload on LMS

Feedback and return of work: Feedback will be given within 1 week after assessment.

Pre/In/beyond class: Beyond class

**3. End Term Examination**

Weightage: 40%

Level of questions: 20% basic, 50% intermediate and 30% advanced level

Description: Will be based on full course and will consist of estimation of relevant cost, take business decision by applying relevant cost information and prepare budget. Expectation from the students: Student should be able to apply relevant cost components for taking business decisions.

Suggested time to devote to this task: 4-6 Week (1 Hour daily)

Submission details: End Term Examination (Scheduled by Exam Office)

Feedback and return of work: Feedback will be given within 1 week of the exam

**List of Topics/ Modules**

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| **Topic/ Module** | **Contents/ Concepts** |
| Module 1: Introduction to Costing | Goals of cost and managerial accounting; Cost classification for manufacturing and services; cost sheet and ABC system. |
| Module 2: Managerial Decision Making | Cost-volume profit analysis; Use of cost information in decision making; Incremental analysis; Pricing decisions. |
| Module 3: Tools for Cost Planning and  Control | Budgetary Planning and Control |

**7. Session Plan**

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| --- | --- | --- | --- | --- | --- |
| Session | Topic/ Sub Topic | Reading Reference | Pedagogy | Session Learning  Outcomes | CLO |
| I. **Introduction to Costing** | | |  |  |  |
| 1 | Goals of Cost and  Managerial  Accounting | Text Book Ch.1 pp.3-11 | \*Discussion | Understanding of primary goals of managerial  accounting and  knowledge of cost terms used in  planning, control and decision making | CLO1 |
| 2 | Cost Classification for Manufacturing and Service  Companies | Text Book Ch.2 pp.37-46 | \*Numerical Exercise  \*Discussion | Ability to understand and distinguish  between product and period costs, direct  costs and overheads and types of costing system | CLO2 |
| 3 | Cost Sheet | Text Book Ch.2 pp.47-51, 55-57 | \*Numerical Exercise    \*Discussion | Understanding of how direct costs and  overheads are applied  to jobs | CLO1 |
| 4 | Activity Based  Costing & its  Application | Text Book Ch.6 pp. 218-227 | \*Numerical Exercise    \*Discussion | Ability to distinguish between Traditional and ABC methods.  Understand how overhead costs are applied to jobs/products |  |

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| 5 | Activity Based  Costing & its  Application | | Text Book Ch.6 pp. 218-227 | \*Numerical Exercises    \*Discussion | Ability to distinguish between Traditional and ABC methods.  Understand how overhead costs are applied to jobs/products | | | CLO1 |
| **II. Managerial Decision Making** | | | | | | | | |
| 6 | Cost-Volume-Profit  Analysis | Text Book Ch.4 pp.121-126 pp.134-146 | | \*Numerical Exercises      \*Discussion | Understand common  cost behavior patterns  Understand the concept of breakeven analysis, implications of operating leverage from financial decision making perspective and What if analysis for decision making | | | CLO2 |
| 7 | Cost-Volume-Profit  Analysis | Text Book Ch.4 pp.134-146 | | \*Numerical Exercises    \*Case  Analysis    \*Discussion | Understand the concept of breakeven analysis, implications of operating leverage from financial decision making perspective and What if analysis for decision making | | | CLO2 |
| 8 | Use of Cost  Information in  Management Decision  Making | Text Book Ch.7  pp.258-268, 273-274 | | \*Numerical Exercise    \*Discussion | Analyze decisions like additional processing, make or buy and dropping a product line using cost concepts and qualitative considerations | | | CLO2 |
| 9 | Incremental Analysis | Text Book Ch.7 pp.258-268 | | \*Numerical Exercise | Using incremental costing and understanding qualitative | | | CLO2 |
|  |  |  | | \*Case  Analysis    \*Discussion | |  | considerations for decision making |  |
| 10 | Pricing Decision | Text Book Ch.8 pp.297-309 | | \*Numerical Exercise    \*Case  Analysis    \*Discussion | |  | Understanding the profit-maximizing price, fixation of prices for special orders and analyzing customer profitability | CLO2 |

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| III. | **Tools for Cost Planning and Control** | | |  |  |  |
| 11 |  | Budgetary  Planning-Budgets for Financial  Planning; Types of  Budgets | Text Book Ch.10 pp.371-384 | \*Numerical Exercise  using Excel    \*Discussion | Making master and functional budgets and use them as a tool for  planning | CLO3 |
| 12 |  | Budgetary Control  Static vs Flexible  Budgets | Text Book Ch.10 pp.384-389 | \*Numerical Exercise  using Excel    \*Discussion | Explaining why and how flexible budgets help in performance evaluation and planning | CLO3 |

**Time Budgeting in Course Planning:**

Please note that while assigning activities and planning teaching schedules following table may be of help. The weightage of items in the table is prescriptive and may vary according to course requirement. Yet it is indicative of how student time per course can be budgeted:

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| **Activity** | **Description** | **Time**  **Budgeted** |
| Classes | 2-3 hours per week for 12 weeks(as per schedule of programme office) | 15 hours |
| Reading | Prescribed readings and making notes | 7.5 hours |
| Preparation of set questions, exercises and problems | Including shared and group exercises | 15 hours |
| Preparation of assignment | Reading and writing | 7.5 hours |
| Study and revision for test and end of Trimester examination | Self-preparations | 7.5 hours |
| TOTAL |  | 52.5 hours |

**Additional Readings / References**

* Hansen, D.R. and Mowen M.M. (2013). Management Accounting (8th Edition) Delhi: Cengage Learning.
* Atkinson, A. A., Kaplan, R. S., Matsumura, E. M., Young, S. M., & Kumar, G. A. (2014). Management Accounting: Information for Decision Making and Strategy Execution (6th Edition) Delhi: Pearson Education.
* Horngren, C. T., et al (2018). Cost Accounting: A Managerial Emphasis (16th Edition). Delhi: Pearson Education.
* Drury, C. (2017). Management and Cost Accounting (10th Edition). New Delhi: Cengage Learning India Pvt Ltd.

**Internet Resources**

* www.accountingcoach.com/

This website has details on all accounting topics. It has an exhaustive glossary of accounting terms. Apart from explaining various accounting concepts, this website has host of other interactive tools like Quizzes, Questions & Answers, Crosswords, and templates to practice the concepts.

* www.aaahq.org

This is the website of American Accounting Association. The American Accounting Association promotes worldwide excellence in accounting education, research and practice. This website contains a digital library which has exhaustive archive of accounting publications. It also has latest accounting news and research articles.

* www.accountingtoday.com

AccountingToday.com is a leading provider of online business news for the tax and accounting community, offering breaking news, in-depth features, insightful editorial analysis, and a host of Web-related resources and services. This website would help students to keep abreast with the latest in the field of accounting.

* www.icmai.in

This is the website of Institute of Cost Accountants of India (ICMAI). It provides updated information on the Act, Rules and Guidelines to be followed by cost accountants in India. It also publishes Management accounting guidelines and guidance notes. The website should be referred to keep abreast with the latest in management and cost accounting in India.

Students are also advised to read leading business dailies such as The Economic Times, Business Standard, and Hindu Business Line regularly for getting the latest updates.

**Institute’s Policy Statements**

It is the responsibility of every student to be aware of the requirements for this course, and understand the specific details included in this document. It is emphasized that this course requires a significant commitment outside of formal class contact. The learning tasks in this course may include classes (lectures or seminars), required reading, the preparation of answers to set questions, exercises and problems, and self-study. In addition, students may be required to complete an assignment, test or examination.

**LMS-Moodle/Impartus**

LMS-Moodle/Impartus is used to host course resources for all courses. Students can download lecture, additional reading materials, and tutorial notes to support class participation.

**Late Submission**

Assessment tasks submitted after the due date, without prior approval/arrangement, will be not be accepted. Requests for extension of time must be made with the faculty member concerned and based on Special Consideration guidelines.

**Plagiarism**

Plagiarism is looked at as the presentation of the expressed thought or work of another person as though it is one's own without properly acknowledging that person.

Cases of plagiarism will be dealt with according to Plagiarism Policy of the institute. It is advisable that students should read the relevant section of Student Handbook for detailed guidelines. It is also advisable that students must not allow other students to copy their work and must take care to safeguard against this happening. In cases of copying, normally all students involved will be penalised equally; an exception will be if the student can demonstrate the work is their own and they took reasonable care to safeguard against copying.