MBE 500 – Accounting Information and Management Decisions

Syllabus

Contents

Course Information

Instructor Information

See the online course in Blackboard for instructor contact information and availability.

Textbook and Course Materials

In lieu of textbooks available through commercial publishers, this course utilizes open-access materials, available at a minimal charge through the Virginia Wesleyan Bookstore, and the Wall Street Journal, available at a special student rate. Student must purchase from the Scribner Bookstore a multi-volume "course pack" that includes the open-access materials published by the Open Textbook Library, at the Center for Open Education at the University of Minnesota.

Managerial Accounting, by Joe Hoyle (University of Richmond) and Kurt Heisinger (Sierra College)

Financial Accounting, by C.J. Skender, (University of North Carolina) and Joe Hoyle (University of Richmond)

Additional materials will be accessed online at no charge through the **Management And Accounting Web** (MAAW), created by James R. Martin, Ph.D., CMA, Professor Emeritus, University of South Florida (http://maaw.info/IntroToMAAW.htm)

Contact the VWU Store for Course Pack ordering information:
http://universitystore.vwu.edu/home

Course Description

Examines the ways managers use accounting information to improve entity performance. Topics include accounting reports for management, alternative approaches to ascertaining costs, alternative approaches to setting prices, and performance evaluation.

Credit Hours

3 credit hours

Prerequisites and/or Co-requisites

The course is open to individuals accepted into the VWU MBA program.

Learning Outcomes

Students who successfully complete this course will be able to:

1. Understand the methodology underlying the preparation of financial statements.

2. Demonstrate familiarity with ancillary measures intended to ensure the reliability of financial statements.

3. Construct elementary income statements on a cash basis, accrual basis, and tax basis.

4. Calculate both the actual (normal) costs of producing goods or services, as well as the expected (standard) cost.

5. Calculate costs of producing goods or services under a "job order" system, and under a "process" costing system.

6. Employ variance analysis in reviewing the results of operations and evaluating employees.

7. Understand how cost data is used to set prices for goods and services.

Course Format and Design

This course is offered fully online in modular format. The course is designed to provide students with a variety of learning experiences and equip students with learning resources and activities that enable learning outcomes.

University Information and Policies

University Mission Statement

Prepare each student for a meaningful life and career

The mission of Virginia Wesleyan University is to engage students of diverse ages, religions, ethnic origins, and backgrounds in a rigorous liberal arts education that will prepare them to meet the challenges of life and career in a complex and rapidly changing world. In this endeavor, the university employs a wide range of approaches to teaching and learning and provides opportunities to connect the study of the liberal arts with practical learning experiences on campus, in the Hampton Roads region, and throughout the world. In accord with our United Methodist heritage, Virginia Wesleyan

aspires to be a supportive community that is committed to social responsibility, ethical conduct, higher learning, and religious freedom.

Special Needs and Accommodations

Virginia Wesleyan University is committed to giving all students the opportunity of academic success. If you are a student who is requesting accommodations based on the academic impact of a disability, speak to your instructor about your accommodations letter and specific needs. If you do not have an accommodations letter for this course, you will need to visit or call for an appointment with a disability support specialist to coordinate reasonable accommodations. Visit Virginia Wesleyan University Disability Support Services on the Web.

Honor Code

As a liberal arts university, Virginia Wesleyan is committed to values of citizenship and social responsibility fundamental to a community of scholars. People who join this academic community agree to maintain academic honesty and, therefore, not to cheat, lie, falsify data, or commit plagiarism or academic theft. Refer to the Virginia Wesleyan Honor Code for definitions, rights, responsibilities, and procedures.

Student Handbook

All students are expected to uphold the university's mission statement and abide by the university's honor code, the Virginia Wesleyan Creed, and all other standards that govern the conduct and behavior of students. For more information, refer to the student handbook.

Technology Requirements

Online courses require that you have access to a computer with a reliable Internet connection (high-speed access recommended). A backup plan is recommended in the event of an Internet outage.

You will need to have access to and be able to use the following:

- A Web browser (Google Chrome or Mozilla Firefox is recommended.)
- Adobe Acrobat Reader (Get Adobe Acrobat Reader free.)
- Microsoft Office 365 (Get Office 365 free.)
- A Virginia Wesleyan e-mail account to use when submitting assignments

For assistance with passwords and user IDs, contact the Virginia Wesleyan Help Desk.

For assistance with Blackboard, please contact the Learning House Help Center.

Instructional Technology

For information, support, and training in the academic software of the university, refer to the university's department of Instructional Technology.

Learning Center

Contact the [Learning Center](#) for the following services:

- Academic advocacy and communication
- Academic planning and workshops
- Academic tutoring
- Computers and assistive technology
- Disability support services
- Individualized writing assistance
- Speech lab

Hofheimer Library

The Hofheimer Library supports the Virginia Wesleyan community by providing services, resources, and facilities that advance the academic program. Visit the [Hofheimer Library](#) on the Web for information, resources, services, and hours.

Nondiscrimination Statement

Virginia Wesleyan University does not discriminate against students of any race, religion, color, creed, gender, national and ethnic origin, age, marital status, covered veteran status, handicap, sexual orientation, or any other legally protected status in administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other university-administered programs and facilities.

Diversity Statement

Virginia Wesleyan University values the benefits of its diversity. We are committed to educating the campus community about issues of diversity. The campus promotes freedom of thought and opinion in the spirit of mutual respect. Our campus community is enriched through programs, activities, and interactions by celebrating our uniqueness as well as our commonalities.

This commitment to diversity links programs and services that support the distinctiveness of individuals regardless of racial and ethnic backgrounds, physical and cognitive abilities, family status, sexual orientation, gender identity, socioeconomic status, age, and religious and spiritual values.

An essential feature of this community is an environment in which all students, faculty, administrators, and staff are able to study and work free from bias and harassment. Such an environment contributes to the growth and development of each member of the community.

Course Policies

Participation

There is no separate "participation" grade, however, you must complete each module to satisfactorily finish the course. Weekly discussion boards provide an opportunity to infuse into the course opinions, observations, comments, and related items that were not addressed in the module.

Late Work

Generally, late work is not accepted. However, in extraordinary circumstances the instructor may accept work after the due date.

Makeup Work

Recognizing that a good excuse is a distant second to a job well done, late work, when accepted by the instructor, will be subject to a 25% mark-down.

Extra Credit

There is no extra-credit work in this course.

Netiquette Guide

Open-mindedness - In this learning environment, everyone brings a variety of experiences to the "classroom." I encourage you to rely on your open-mindedness and willingness to see another perspective. You do not have to agree with other viewpoints, but you should appreciate that others may view things differently. Strive at all times to practice good 'netiquette' - to be polite in your language and responses to fellow students' comments. Remember is that we must each be tolerant of ideas that are different from ours and try to appreciate how these differences may be applied and understood. I am not asking you to change your viewpoint, however, I do ask that you express your views in a respectful and reasoned manner.

Course Grades and Assignments

Grade Allocation

Assignment	Point Values [or Percentages]
Weekly Discussion Board Average	10%
Weekly Objective & Problem/Disc. Quiz Average	60%
Weekly Comprehensive Writing Project Average	20%
Final Exam	10%
Total Percentage Possible	100%

Grading Scale

A	93–100
A-	90–92
B+	88–89
B	83–87
B-	80–82
C+	78–79
C	73–77
C-	70–72
D+	68–69
D	63–67
D-	60–62
F	Below 60

Assignment Descriptions

OBJECTIVE QUIZZES: There are seven content modules in this class. Each module includes an objective quiz, consisting of true-false and multiple-choice questions. The objective quiz, which must be completed by midnight Wednesday of each week, provides initial feedback on how well you have mastered the module material.

SHORT-ANSWER & PROBLEM QUIZZES: Each module (except #5) also includes a short-answer & problems quiz, which requires that you apply the information covered in the module. This quiz must be completed by midnight Sunday of each week. In lieu of the typical problem and discussion quiz, Module 5 includes a two –part Comprehensive Variance Problem.

COMPREHENSIVE WRITING PROJECTS: Modules 1 through 4 have reflective writing assignments that require you to prepare a two to three pages narrative (minimum 1,000 words) summarizing what you believe to be the most valuable information in that particular unit, and how that information is relevant to your career (past, present, or future). Also, at the end of Module 7, you will submit a research-oriented writing project that meshes business analysis and effective communication skills. For each submission, you will be evaluated based on your ability to accurately summarize and apply the topic (or topics) that you are addressing, and your ability to effectively communicate your findings (i.e, your written communication skills).

DISCUSSION BOARDS: Each module (except #5) has a Discussion Board assignment that requires you to prepare two submissions (minimum 100 words each submission) related to topics appearing in the Wall Street Journal (WSJ) that week (or in an earlier week). The initial post on Wednesday should include a suitable citation to an applicable section of the WSJ. The second post, due Sunday, responds to a classmate's initial post. In addition to evaluating your effectiveness at meshing course topics with timely business news, you will be evaluated based on depth, and ability to effectively communicate in wiriting. **Note: the "First Day – Meet Your Classmates," which does not require a WSJ citation, but does require a minimum of 100 words, is included in the Discussion Board average.**

FINAL EXAM: Module Eight is a testing module covering the materials included in Modules One through Seven. In Module Eight you complete a comprehensive exam, consisting of true-false, multiple-choice, narrative, and calculation-type questions.

Course Schedule

Refer to the academic calendar for important university dates.

The instructor reserves the right to make necessary changes, additions, deletions, and revisions to the course schedule as needed.

Module	Readings	Assignments Due
1 Foundations of Management & Financial Accounting	Course Pack: Module One Text (comprised of excerpts from Hoyle & Skender; and from Heisinger & Hoyle, both included in Course Pack)	Objective Quiz - 100 pts. (Due by midnight Wednesday) Short-Answer & Problems Quiz – 100 pts (Due by midnight Sunday) Discussion – Instructor Selected Current Topics – (First post by midnight Wednesday, Responsive Post due by midnight Sunday) Student Narrative – (Due by midnight Sunday)
2 Alternative Approaches to Measuring Income & Assuring the Reliability of Financial Data	Course Pack: Module Two Text (comprised of excerpts from Hoyle & Skender; and articles from CPA Journal and Tax Notes, all included in Course Pack)	Objective Quiz - 100 pts. (Due by midnight Wednesday) Short-Answer & Problems Quiz – 100 pts (Due by midnight Sunday) Discussion – Instructor Selected Current Topics – (First post by midnight Wednesday, Responsive Post due by midnight Sunday) Student Narrative – (Due by midnight Sunday)
3 Accounting for Manufacturing & Complex Service Entities: Income Statements & Cost Tracking Systems	Course Pack: Excerpts from Heisinger & Hoyle, Chapters 1, 2, 3, & 5. Online references: MAAW, Ch. 2 (See Module Outline for details)	Objective Quiz - 100 pts. (Due by midnight Wednesday) Short-Answer & Problems Quiz – 100 pts (Due by midnight Sunday) Discussion – Instructor Selected Current Topics – (First post by midnight Wednesday, Responsive Post due by midnight Sunday)

Module	Readings	Assignments Due
		Student Narrative – (Due by midnight Sunday)
4 Analyzing and Predicting Costs & Revenues	Course Pack: Excerpts from Heisinger & Hoyle, Chapters 5, 6, & 7. Online references: MAAW, Ch. 2 (See Module Outline for details)	Objective Quiz - 100 pts. (Due by midnight Wednesday) Short-Answer & Problems Quiz – 100 pts (Due by midnight Sunday) Discussion – Instructor Selected Current Topics – (First post by midnight Wednesday, Responsive Post due by midnight Sunday) Student Narrative – (Due by midnight Sunday)
5 Budgets & Variance Analysis	Course Pack: Excerpts from Heisinger & Hoyle, Chapters 9 & 10. Online references: Zero-Based Budgeting, and Budgetary Slack. (See Module Outline for details)	Objective Quiz - 100 pts. (Due by midnight Wednesday) Comprehensive Variance Problem – Two parts - 100 pts. each (Part 1 due by midnight Wednesday, and Part 2 Due by midnight Sunday) Discussion – Instructor Selected Current Topics – (First post by midnight Wednesday, Responsive Post due by midnight Sunday)
6 Capital Budgeting	Course Pack: Excerpts from Heisinger & Hoyle, Chapter 8 Online references: Time Value of Money; and Accounting Rate of Return. (See Module Outline for details)	Objective Quiz - 100 pts. (Due by midnight Wednesday) Short-Answer & Problems Quiz – 100 pts (Due by midnight Sunday) Discussion – Instructor Selected Current Topics – (First post by midnight Wednesday, Responsive Post due by midnight Sunday)

Module	Readings	Assignments Due
7 Performance Evaluation	Course Pack: Excerpts from Heisinger & Hoyle, Chapters 11 & 13. Online references: Balanced Scorecard; Triple Bottom Line; & Lagging/Leading Indicators (See Module Outline for details)	Objective Quiz - 100 pts. (Due by midnight Wednesday) Short-Answer & Problems Quiz – 100 pts (Due by midnight Sunday) Discussion – Instructor Selected Current Topics – (First post by midnight Wednesday, Responsive Post due by midnight Sunday) Student Research Submission – (Due by midnight Sunday)
8 Final Exam	Not Applicable	Not Applicable

Collaborative Learning

Collaborative learning, through engagement of other students, is a key ingredient of participatory learning. Students can expect each online course to have some degree of collaborative learning. The type of collaboration may be minimal and take the form of weekly small group discussions.

Alternatively, the type of collaboration may be a major virtual team project that requires weekly and substantive participation from all members. Regardless of the type of collaborative learning, all students are expected to participate in a timely, substantive, on-subject, professional, and complete manner.

Hints for Success in Your Online Course

1. Be sure you have access to proper computer equipment, Internet service, and software as listed above.

2. Designate certain times each week to work on your course. Plan ahead, avoid procrastination, even out your workload, and absorb material before moving on.

3. Have a specific achievement goal for each log-on session to help you accomplish what you need to get done and avoid distractions

4. Actively participate in discussions. Meaningful interchange will lead to better understanding of various aspects of the course and also contribute to the personality and warmth of the online class community.

5. If assigned to an online team or study group, work with your team members actively from the start. Thus, team members will benefit from the other group members' ideas and experiences and can depend on one another to complete assigned tasks.

6. Practice an informal but organized, concise, and clear writing style that aids online communication.

7. Venture beyond the classroom. The Internet medium of the online classroom gives ready access to electronic libraries and to pertinent websites that offer a significant advantage in understanding graduate-level material.

8. Your class may occasionally use short multimedia components to enrich the learning environment. Follow the instructions provided.