Business Administration

Course Number:	**BUAD 365**
Course Title:	**COST ACCOUNTING**
Credits:	3
Calendar Description:	This course provides an in-depth analysis of management and cost accounting issues. Costing methods for manufacturing and service businesses are examined. Other topics include service department cost allocation, variance analysis and profitability analysis. *(also offered by Distance Education)*
Semester and Year:	**FALL 2022**
Prerequisite(s):	BUAD 121, 264
Corequisite(s):	No
Prerequisite to:	BUAD 466
Final Exam:	Yes
Hours per week:	3
Graduation Requirement:	Elective – BBA and Diploma
Substitutable Courses:	No
Transfer Credit:	CPA (credit with BUAD 466)
Special Notes:	Students with credit for BUAD 274 cannot take BUAD 365 for further credit.
Originally Developed:	January 2004
EDCO Approval:	May 2021
Chair's Approval:	

Professors

Name	Phone	Office	Email
Hetherington, Laura ***Course Captain***		**E225**	**lhetherington@okanagan.bc.ca**

Learning Outcomes

Upon completion of this course students will be able to

- calculate and record costs for products using appropriate costing methods
- allocate revenues, joint costs, indirect costs and period costs using appropriate costing methods.
- develop flexible budgets and perform extensive variance analysis of costs and revenues.
- account for byproducts, spoilage, rework and scrap.
- prepare an income statement using absorption costing and variable costing.
- explain non-financial costs and benefits relevant to decision making.

Course Objectives

This course will cover the following content:

- Develop flexible budgets
- Perform extensive variance analysis
- Prepare an income statement using absorption costing and variable costing
- Examine different cost allocation methods
- Allocate costs for joint products and by-products
- Prepare journal entries for process-costing systems
- Account for spoilage, rework, and scrap
- Calculate revenue and sales variances

Evaluation Procedure

Course Work **	20%
Mid-term Exam	35%
Final Exam	45%
Total	100%

** as assigned by the professor

Notes

Students are expected to write mid-term and final examinations at the scheduled times and dates; medical certificate or other supporting documentation will be required for approval of out-of-time exams.
All topics are examinable for the final exam.

Required Texts/Resources

Cost Management: A Strategic Emphasis, Blocher, Stout, Juras, Smith, **9th Edition**, Mc Graw Hill, 2021

Note: McGraw Hill's **Connect** online software is also used in this course, **and is mandatory.** It is included with the purchase of a new text or it must be purchased separately if a new text is used.

Important: This is a new textbook and publisher as of Fall 2021. Prior offerings of this course used a different textbook and is NOT applicable to the current offering.

Course Schedule (see note below)

Date		Topic	Textbook
2022 Week of:		Classes Start: Wednesday, September 7 STAT Friday, September 30 STAT Monday, October 10 STAT Friday, November 11 Last day of regularly scheduled Classes: Tuesday, December 6	
1	Sept 7	Cost Management and Strategy Basic Cost Management Concepts	Ch 1 Ch 3
2	Sept 12	Basic Cost Management Concepts Spoilage, Rework and Scrap in Job Costing	Ch 3 Ch 4 Appendix
3	Sept 19	Process Costing	Ch 6
4	Sept 26	**No Class**	
5	Oct 3	Process Costing Cost Allocation: Departments, Joint Products and By-Products	Ch 6 Ch 7
6	Oct 10	Cost Allocation: Departments, Joint Products and By-Products	Ch 7
7	Oct 17	**Midterm** High-Level Budgeting Considerations Direct Cost	Ch 10 (p.382-394)
8	Oct 24	Direct Cost Variances and the Role of Non-Financial Performance Measures	Ch 14
9	Oct 31	Direct Cost Variances and the Role of Non-Financial Performance Measures	Ch 14
10	Nov 7	**No Class**	
11	Nov 14	Indirect Cost Variances and Resource Capacity Management	Ch 15
12	Nov 21	Indirect Cost Variances and Resource Capacity Management	Ch 15
13	Nov 28	Further Analysis of Productivity and Sales	Ch 16
		Final Exam Period	

Note: Specific class schedules may differ by section. Refer to schedule provided by the professor.

SKILLS ACROSS THE BUSINESS CURRICULUM

The Okanagan School of Business promotes core skills across the curriculum. These skills include reading, written and oral communications, computers, small business, and academic standards of ethics, honesty and integrity.

STUDENT CONDUCT AND ACADEMIC HONESTY

What is the Disruption of Instructional Activities?

At Okanagan College (OC), disruption of instructional activities includes student "conduct which interferes with examinations, lectures, seminars, tutorials, group meetings, other related activities, and with students using the study facilities of OC", as well as conduct that leads to property damage, assault, discrimination, harassment and fraud. Penalties for disruption of instructional activities include a range of sanctions from a warning and/or a failing grade on an assignment, examination or course to suspension from OC.

What is Cheating?

"Cheating includes but is not limited to dishonest or attempted dishonest conduct during tests or examinations in which the use is made of books, notes, diagrams or other aids excluding those authorized by the examiner. It includes communicating with others for the purpose of obtaining information, copying from the work of others and purposely exposing or conveying information to other students who are taking the test or examination."

Students must submit independently written work. Students may not write joint or collaborative assignments with other students unless the instructor approves it in advance as a group/team project. Students who share their work with other students are equally involved in cheating.

What is Plagiarism?

Plagiarism is defined as "the presentation of another person's work or ideas without proper or complete acknowledgement." It is the serious academic offence of reproducing someone else's work, including words, ideas and media, without permission for course credit towards a certificate, diploma, degree and/or professional designation. The defining characteristic is that the work is not yours.

"Intentional plagiarism is the deliberate presentation of another's work or ideas as one's own." Intentional plagiarism can be a copy of material from a journal article, a book chapter, data from the Internet, another student, work submitted for credit in another course or from other sources.

"Unintentional plagiarism is the inadvertent presentation of another's work or ideas without proper acknowledgement because of poor or inadequate practices. Unintentional plagiarism is a failure of scholarship; intentional plagiarism is an act of deceit."

What are the Students' Responsibilities to Avoid Plagiarism?

Students have a responsibility to read the OC Academic Integrity Policy outlined in the OC calendar, which is available online OC Academic Integrity Policy. Students must acknowledge the sources of information used on all their assignments. This usually involves putting the authors' name and the year of publication in parentheses after the sentence in which you used the material, then at the end of your paper, writing out the complete references in a Reference section.

"Students are responsible for learning and applying the proper scholarly practices for acknowledging the work and ideas of others. Students who are unsure of what constitutes plagiarism should refer to the UBC publication "*Plagiarism Avoided; Taking Responsibility for your Work".* This guide is available in OC bookstores and libraries.

Students are expected to understand research and writing techniques and documentation styles. The Okanagan School of Business requires the use of the APA or MLA style, but suggests that students cite references using the APA guidelines (see Publication Manual of the American Psychological Association, 7th edition (2019). A copy of the APA manual is available in the reference section and also available for circulation from OC libraries. The library website has access to these two major citing styles.

What are the Penalties for Plagiarism and Cheating?

The Okanagan School of Business does not tolerate plagiarism or cheating. All professors actively check for plagiarism and cheating and the Okanagan School of Business subscribes to an electronic plagiarism detection service. All incidents of plagiarism or cheating are reported and result in a formal letter of reprimand outlining the nature of the infraction, the evidence and the penalty. The Dean of the Okanagan School of Business and the Registrar record and monitor all instances of plagiarism and cheating. Penalties for plagiarism and cheating reflect the seriousness and circumstances of the offence and the range of penalties includes suspension from OC.