Syllabus
Management Accounting (ACCT 251)
New Mexico State University
Fall, 2011

Professor: Dr. Kevin. Mc Nelis, Ph.D., CPA
Guthrie Hall 217
646-2485, kmcnelis@nmsu.edu

Office Hours: Mon & Wed 11:30 – 1:00
Mon & Wed 1:00 - 2:00
Other times by appointment

Class Meetings: M03 MWF 10:30 – 11:20 Gu 101
M04 MW 1:00 – 2:15 EC2 103

Acct 251: This course is a core course in the Bachelor of Business Administration (BBA) degree program. The primary program learning goals to which this course contributes are: 1) Students can solve problems and 2) Students can think critically.

Required Texts: This course is a core course in the Bachelor of Business Administration (BBA) degree program. The primary program learning goals to which this course contributes are: 1) Students can solve problems and 2) Students can think critically.


You may purchase direct from CengageBrain.com for $80 at
http://www.cengagebrain.com/shop/isbn/978-1-111-74754-1

This option is by far the least expensive, and gives you access to everything that is required for the course.
To gain access to the course content and homework manager, you must purchase an access code. Some versions of the printed text include an access code. If you prefer to use an ebook, you need only purchase the access code.

After acquiring an access code, see the CengageNow New Registration document posted on Blackboard to register. The course key depends on your section. BE SURE TO USE THE CORRECT KEY FOR YOUR SECTION!

M03: E-2VE49WHS3FRRX

Also Required: You must have access to Blackboard. Course materials and assignments that will not be distributed in class will be posted to the course website. It is your responsibility to ensure that you have the materials required for class and that all assignments are completed by the due date. Blackboard is accessed through WWW.learn.nmsu.edu.

Words to the Wise: This is not a high school class. In high school, many of you were able to earn “A”s by memorizing facts and regurgitating them on tests. You will fail this course if you approach it in that manner. This is very much an applications course. You will have to learn facts and formulae, but the crucial part of this class is knowing how to apply those facts and formulae to a given set of data. You will have to analyze and interpret, which is a higher order of learning than is memorization. This class consists almost entirely of “story problems” that you have been working (and hating) since the first grade.

Students at NMSU are fortunate. Nearly all of the instructors you will have during your time here have “terminal degrees”, that is, a Doctorate. You should respect that amount of education. In my case, I have completed 12 years of college (4 year bachelor degree, 2 year Master’s degree, and 6 years for the PhD). You should make it a habit to address your instructors as “Dr. Lastname”. If you are unsure of whether your instructor has a doctorate, it is always proper to address your instructors as “Professor Lastname”. It is never OK to address your professor by his or her first name UNLESS the professor has specifically told you that it is acceptable.
Course Overview and Objectives: To introduce you to the basic concepts of managerial accounting. Managerial accounting reports are prepared mainly for internal users.

At the end of the course you should be able to:
1. Understand and appreciate why managers need accounting information.
2. Understand the problem of cost assignment, the different cost assignment methods, and know when each is appropriate.
3. Understand how accounting information is used for planning, control, evaluation, and continuous improvement.
4. Understand how accounting information is used by managers to make various operational and strategic decisions.

Accounting 251 is a time-consuming course. It requires in-depth study and analysis and should not be undertaken casually. You are spending two and a half hours each week in class, you should be prepared to spend AT LEAST 2 additional hours every single day outside class (yes, Saturday and Sunday also) studying the material and working homework problems. Several steps may be taken to avoid the "I understand the material, but I just can't do it on the exam" syndrome:

1. Do not take this course in conjunction with a full class load, full time work and an extensive social life.
2. Avoid too many similarly demanding courses.
3. Stay up to date on all assignments.
4. Consult me BEFORE YOU ARE IN SERIOUS DIFFICULTIES

Grading: There will be a total of 675 points possible, allocated as follows:

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homework</td>
<td>50</td>
</tr>
<tr>
<td>Progress Measure Quiz</td>
<td>50</td>
</tr>
<tr>
<td>Three regular examinations (100 each)</td>
<td>300</td>
</tr>
<tr>
<td>Final comprehensive examination</td>
<td>200</td>
</tr>
<tr>
<td>Total</td>
<td>600</td>
</tr>
</tbody>
</table>

Grades will be assigned as follows:

<table>
<thead>
<tr>
<th>% of Points Earned</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-100</td>
<td>A</td>
</tr>
<tr>
<td>80-89</td>
<td>B</td>
</tr>
<tr>
<td>70-79</td>
<td>C</td>
</tr>
<tr>
<td>60-69</td>
<td>D</td>
</tr>
<tr>
<td>Below 60</td>
<td>F</td>
</tr>
</tbody>
</table>
The three regular examinations will be equally weighted and comprise 300 points of your final grade. The final examination will be worth 200 points and is comprehensive. A grade of zero will be assigned to anyone who misses an examination. The final examination is comprehensive. It will count as the final, and will replace the single lowest other test score. If you miss an exam, your final exam score will replace the zero you get on that exam. Makeup exams will be allowed for students on official NMSU business ONLY if you have notified me in advance; such notification will include the letter from your coach/faculty sponsor.

Many of the assigned problems will be worked in class, but it is essential for your success that you have at least attempted the problems prior to our working them in class. When I do the problems, they will appear to be deceptively simple. Remember, I have been practicing this stuff for 30 years! Of course it is easy to me. They will seem much more difficult when you attempt them on your own.

August 19 is the first day of class. I expect all my students to be there and ready to go. Missed Cengage work may not be made up. Period. Don’t even ask.

**Wireless Communications**: The use of cellular phones, pagers, etc. during class is distracting and disrespectful to the instructor and your classmates. Remember to turn off all forms of wireless communications before coming to class. If you must be contacted during class for any reason, please notify me in advance.

**Disruptions**: Coming to class late, leaving early, reading the newspaper, talking about subjects other than accounting are all disruptive to what we are trying to accomplish in this class, and will not be tolerated. If you can’t be here on time, don’t bother to come at all. Continuous disruptions by an individual will result in an administrative withdrawal of that person.

Attached is a tentative assignment schedule for the semester. If there should be any changes in this schedule they will be announced in class. You will be held responsible for keeping track of any such changes.

**Classroom Schedule**: You should have read the assigned material and attempted the homework assigned for a given day BEFORE coming to class. Be prepared to ask and answer questions in class. This class is a quite challenging one and it is essential that you do not fall behind. Be sure to utilize all of the resources available to you, these include your professor, your textbook, supplemental texts, your classmates, and the accounting tutorial lab. Accounting cannot be learned by merely reading the text; you must work, rework, analyze and then perhaps work again the assigned problems before you truly know the material. Try to understand the underlying principles rather than merely memorizing procedural steps.
Disabilities: If you have or believe you have a disability, you may wish to self-identify. You can do so by providing documentation to the Office for Services for Students with Disabilities, located at Garcia Annex (phone: 646-6840). Appropriate accommodations may then be provided for you. If you have a condition which may affect your ability to exit safely from the premises in an emergency or which may cause an emergency during class, you are encouraged to discuss this in confidence with the instructor and/or the director of Disabled Student Programs. If you have general questions about the Americans with Disabilities Act (ADA), call 646-3333.