



ACCT 615-003: Management Accounting Syllabus

Fall 2024 – 3 Credit Hours – Hybrid

Thursday 2:30 pm - 5:20 pm ... KUPF 105/ Asynchronous Online

Class meetings: This is a Hybrid class that meets one week in class and the second week online, asynchronously via Canvas. See Course schedule for dates and location.

Instructor & General Information

COURSE MATERIALS	All materials and announcements can be accessed from the course webpage on Canvas (njit.canvas.edu)
INSTRUCTOR	Dr. Nichole Li
OFFICE (VIRTUAL)	<p>Student Office Hours: Friday 2:00 – 5:00 PM or by appointment</p> <p>Join Zoom Meeting https://njit-edu.zoom.us/j/95833966627?pwd=NR0Ana1NQdSgByK4npPtjpBpag56NR.1</p> <p>Meeting ID: 958 3396 6627 Passcode: 564392</p> <p>*To avoid conflicts with any in-person attendees, please send a notification email if you plan to drop in to the Zoom at a specific time*</p>
EMAIL	Nichole.li@njit.edu (Please include ACCT615 in the email)
<p>* I will respond to all emails/Inbox messages within 24 – 48 business hours.</p> <p>**Any inquiries related to grade changes must be discussed with the professor during office hours or by appointment. Email communications related to grade changes will not be responded to.</p>	

Course Description

This course represents a combination of both Financial and Managerial accounting. The course is designed to help you, as managers in business, to understand and use accounting information for effective decision-making. In the financial accounting part of the course, we first go through basic financial accounting including recording transactions using double-entry accounting. We then proceed to prepare and analyze the

financial statements: income statement, balance sheet, statement of shareholder's equity, and statement of cash flows. We conclude by bringing them together to discuss techniques that can be used to evaluate the financial performance of companies. In the managerial accounting part, we will explore cost estimation and analysis, CVP analysis, budgeting, and performance evaluation. We also introduce the role of emerging technology in accounting such as data analytics tools, blockchain, and cryptocurrency. Students will use Excel and/or one tool of their choice (Tableau, PowerBI, or Alteryx) to analyze accounting cases.

Course Learning Outcomes

By the end of this course students will be able to:

- Identify basic financial and managerial accounting concepts
- Prepare journal entries and T – Accounts to record accounting transactions
- Compare and contrast the four financial statements
- Present Financial Statement Analysis highlights of a real company, including ratio, common sized statement, and trend analysis.
- Illustrate basic data analytics in Microsoft Excel
- Classify costs as fixed or variable and allocate to appropriate business units / profit centers
- Compute Job Order and Per Unit Costings as well as Cost Volume Profit Analyses

Prerequisites/Co-requisites: None

Required Materials

Financial & Managerial Accounting: The Basis for Business Decisions. By Jan Williams, Mark Bettner, and Kevin Smith, 20th edition. ISBN10: 1264445245 | ISBN13: 9781264445240

Earlier editions are acceptable, but it is your responsibility to check the differences between the book and our lecture notes. We will also use a series of problem sets and mini cases for discussion and practice. All course materials except the textbook will be posted on Canvas.

Grading and Evaluation

Quiz	2 Quizzes (20pts each)	40pts
Homework	2 Assignments (10pts each)	20pts
Data Analytics Case		10pts
Final Project and Presentation		22pts
<u>Class participation</u>		<u>8pts</u>
Total		100pts

- Quizzes are **closed-book** but will allow **one page of handwritten notes**. Quizzes will be monitored by LockDown Browser + Respondus Monitor (requires a webcam).
- There are two quizzes during the semester and an optional quiz (final exam) in the final exam week. If you choose to take the final exam, it will replace Quiz 1 or 2, whichever has a lower grade.
- Homework grades focus on effort. Check figures and hints will be provided. You may discuss with your classmates but the work that you turn in must be your own to earn points.
- **Late submissions receive 50% of the score. In addition, no feedback will be provided for submissions after the deadline.**

- Final Project will be completed in groups of 3-4 students. Each group will prepare a 15–20-minute presentation. Following the presentation, there will be a 10-minute question and answer section. Each group will also be responsible for managing the comment and question section of another group's presentation. Your grade will be based on your group's project presentation and your contributions to the comment and question section for another group.
- Classes include lectures, problem sets, and mini-case discussions. Student participation is strongly encouraged and will be rewarded in grades. Boosts will be given at the end of the semester based on class participation.

Grading Scale

A	B+	B	C+	C	D	F
90%	85%	80%	75%	70%	60%	<60%

Incompletes (I) are only given under special circumstances such as severe illness ... not for being unprepared for class or exams.

Statement About Disability Accommodation: Educational access is the provision of classroom accommodations, auxiliary aids and services to ensure equal educational opportunities for all students regardless of their disability. If you are in need of accommodations due to a disability please contact Scott Janz (oars@njit.edu), Associate Director of the Office of Accessibility Resources & Services (OARS), Kupfrian Hall 201, to discuss your specific needs. A Letter of Accommodation Eligibility from the OARS authorizing your accommodations will be required. Accommodations need to be requested in advance and will not be granted retroactively.

Statement on Academic Integrity

“Academic Integrity is the cornerstone of higher education and is central to the ideals of this course and the university. Cheating is strictly prohibited and devalues the degree that you are working on. As a member of the NJIT community, it is your responsibility to protect your educational investment by knowing and following the academic code of integrity policy that is found at: <http://www5.njit.edu/policies/sites/policies/files/academic-integrity-code.pdf>.

Please note that it is my professional obligation and responsibility to report any academic misconduct to the Dean of Students Office. Any student found in violation of the code by cheating, plagiarizing or using any online software inappropriately will result in disciplinary action. This may include a failing grade of F, and/or suspension or dismissal from the university. If you have any questions about the code of Academic Integrity, please contact the Dean of Students Office at dos@njit.edu”

EXAM CODE OF CONDUCT

To minimize cheating during an exam

NJIT policy requires that all midterm and final exams must be proctored, regardless of delivery mode, in order to increase academic integrity. Note that this does not apply to essay or authentic based assessments.

In this course you will be required to use the LockDown Browser and Proctoring in-class. Webcams are not required unless in-class proctoring is not possible due to uncontrollable reasons such as worsening of the pandemic. In such cases you will be required to use LockDown Browser + Webcam (Respondous Monitor) to

ensure academic integrity for exams. Please see NJIT's response to questions about online proctoring [here](#). See below for more information about how exams will be proctored in this course.

Respondus LockDown Browser

Respondus LockDown Browser is a locked browser for taking assessments or quizzes in Canvas. It prevents students from printing, copying, going to another URL, or accessing other applications during a quiz. If a Canvas quiz requires that LockDown Browser be used, students will not be able to take the assessment or quiz with a standard web browser. Students may be required to use LockDown Browser with a webcam (Respondus Monitor), which will record students during an online exam.

The webcam can be built into your computer or can be the type that plugs in with a USB cable. Watch this [short video](#) to get a basic understanding of LockDown Browser and the webcam feature. A student [Quick Start Guide \(PDF\)](#) is also available.

Respondus Lockdown Browser and Monitor does not work with Linux and Chromebooks at this time. Please visit the [Respondus Knowledge Base article on computer requirements](#) for additional information.

The LockDown Browser integration with *Classic Quizzes* still requires students to (1) manually start LockDown Browser, (2) log into Canvas, and (3) navigate to the quiz that requires LockDown Browser.

1. Download and install LockDown Browser from this link:
<http://www.respondus.com/lockdown/download.php?id=264548414>
2. Once your download and installation has finished, locate the "LockDown Browser" shortcut on your desktop and double-click it. (For Mac users, launch "LockDown Browser" from the Applications folder.)
3. You will be brought to the Webauth Authentication Service page, where you can log in with your NJIT UCID and password.
4. From your Dashboard or under "Courses", click on the course in which you have to take the exam that requires LockDown Browser.
5. After you enter the course, find the exam and click on it.
6. Click the "Take the Quiz" button. Once a quiz has been started with LockDown Browser, you cannot exit until the "Submit Quiz" button is clicked.
7. If you are required to use a webcam (Respondus Monitor), you will be prompted to complete a Webcam Check and other Startup Sequence steps.

Questions or problems can be submitted via web form by going to: <https://servicedesk.njit.edu> and clicking on the "Report your issue online" link. You may also call the IST Service Desk with any questions at 973-596-2900.

Course Schedule

Week	Dates		Assignments
1	9/5	Overview Accounting Concepts and Financial Statements	Williams Ch 1&2 Form Groups
2	9/12	The Accounting Information System (may take more than one session)	Williams Ch 3-5
3	9/19	Multi-Step Income Statement and Inventory	Williams Ch 6 & 8
4	9/26	Lab session – data analytics in accounting	Data Analytics Case
5	10/3	Reporting and Analyzing Long-lived Assets	Williams Ch 9

6	10/10	Quiz 1	
7	10/17	Reporting and Analyzing Stockholder's Equity	Williams Ch 11 & 12
8	10/24	Financial Statement Analysis	Williams Ch 14
9	10/31	Cost Measurement and Analysis	Williams Ch 16 & 17 Problem set
10	11/7	CVP analysis, Capital Budgeting	Williams Ch 20 & Ch 21
11	11/14	Statement of Cash Flows (optional) Catch up/Quiz Prep	Williams Ch 13
12	11/21	Quiz 2	
13	11/26 Rescheduled for Thanksgiving	Special topic in AI and ESG	
14	12/5	Project Presentation	Final Project Due
	12/12	Final Exam (optional)	

Tentative schedule subject to change. Students will be notified in class of any changes to the Course Schedule.

Additional Information and Resources

[Canvas Accessibility Statement](#)

Requesting Accommodations:

If you need accommodations due to a disability please contact Scott Janz, Associate Director of the [Office of Accessibility Resources and Services](#), Kupfrian Hall 201 to discuss your specific needs. A Letter of Accommodation Eligibility from the office authorizing student accommodations is required.

[General Resources for NJIT Students \(including technical support\)](#)