

School of Accounting and Commercial Law

ACCY 302 ADVANCED MANAGEMENT ACCOUNTING

Trimester 1, 2014

COURSE OUTLINE

Names and Contact Details

<i>Course Coordinator And Lecturer</i>	Binh Bui binh.bui@vuw.ac.nz Office Hours: TBA	RH 619	463 6679
<i>Lecturer</i>	Carolyn Fowler carolyn.fowler@vuw.ac.nz Office Hours: TBA	RH 603	463 6506
<i>Course Administrator</i>	Lee Vassiliadis lee.vassiliadis@vuw.ac.nz Office hours: Monday-Friday, 8.30am-5pm (Note: Office closed 10.30am-10.45am and 3.30pm-3.45pm)	RH 708	463 5383

Trimester Dates

Teaching Period: Monday 3 March – Friday 6 June
Study Period: Monday 9 June – Thursday 12 June
Examination Period: Friday 13 June – Wednesday 2 July (inclusive)

Withdrawal from Course

1. Your fees will be refunded if you withdraw from this course on or before Friday 14 March 2014.
2. The standard last date for withdrawal from this course is Friday 16 May 2014. After this date, students forced to withdraw by circumstances beyond their control must apply for permission on an 'Application for Associate Dean's Permission to Withdraw Late' including supporting documentation. The application form is available from either of the Faculty's Student Customer Service Desks.

Class Times and Room Numbers

Wednesday 8.30 – 9.20am in GLT2

Thursday 9.30 – 10.20am in GBLT1

There are eight tutorials in this course, refer to pages 7-8 for details on dates and tutorial sign up.

Planned Course Content

Week	W/c Date	Weekly Topic Timetable	Ch	Tutorials	Assignments (Due Wed. By 2.00 p.m.)
1	3 March CF	Introduction to the course. Strategic Management Accounting (SMA) Strategic Cost Management (SCM)	1 & 2		
2	10 March CF	Target costing and life cycle reporting	2		
3	17 March CF	Activity-based costing (ABC) revision Activity-based management (ABM)	3	SCM & Value Chain Analysis <i>K2 Adventure Gear</i>	
4	24 March CF	Customer value and customer accounting	7	Lifecycle Reporting & Target Costing <i>Wellington Business Solutions</i>	<i>1- K2 Adventure Gear</i>
5	31 March CF	Supplier performance and management	8		
5	TBA	Test 1 (on work introduced in lectures during weeks 1 to 4)			
6	7 April CF	Quality management and costing	9	CPA <i>Seatoun Sports Shirts</i>	
7	14 April BB	Management accounting for the environment	10	Supplier Performance <i>Curry Express</i>	<i>2 – Seatoun Sport Shirts</i>
Mid-trimester break					
8	5 May BB	Decision making in a strategic context	4	Quality & Environmental Costing <i>Blue Duck Bar and Restaurant</i>	
9	12 May BB	Divisional structure Transfer pricing systems	6		
9	TBA	Test 2 (on work introduced in lectures during weeks 5 to 8)			
10	19 May BB	Financial performance measurement and firm value	12	Transfer Pricing <i>Wellington Trailers</i>	
11	26 May BB	Balanced performance measurement and management	11	Divisional PM <i>Sliced Bread</i>	<i>3 – Wellington Trailers</i>
12	2 June BB	Performance measurement and incentives Revision	5	Performance Management <i>Case Review: Black Swan Hotel</i>	

Please note: the weekly topic timetable of planned course content is a guide only and may change.

Lecturers: CF = Carolyn Fowler. BB = Binh Bui

TBA: To be advised (in Course Outline and/or via Blackboard)

Ch: Chapter (reference to relevant chapter in Hunt, Fowler and Drennan, 2013)
Details of any supplementary readings will be posted on Blackboard.

Course Delivery

The formal instruction in this course consists of 24 lectures of 50 minutes each, plus eight tutorials of 50 minutes each. Before attending the lectures, you should read the assigned chapter and download the lecture materials from Blackboard. Before each tutorial, make sure you read **and work through** the tutorial questions. The tutorial questions are a good guide to the type of questions and mini cases that will be used in course assessments. The Tests and Final Exam will be set assuming students have attended all lectures and tutorials.

Group Work

There is no assessed group work in this course.

Expected Workload

It is expected that a students' workload in this course will be, on average, 10 hours a week making a total of 150 hours. These 150 hours are comprised of 32 hours of lectures and tutorials; background reading for lectures - 36 hrs; tutorial and case study preparation - 47 hrs; and review of material for the two tests and examination - 35 hrs.

Prescription

An in-depth analysis of selected topics in cost and management accounting.

Course Learning Objectives

By the end of this course, students should be able to:

1. Evaluate an organisation's strategy and associated risks using a strategy-based value chain and examine the linkages to and between strategy, processes and activities.
2. Explain the importance of strategic decision-making and the resulting implications for an organisation at the strategic, process and activity level.
3. Evaluate divisionalisation options, alternative transfer pricing systems, and performance management systems.
4. Discuss supplier and customer value and the management accounting implications of supplier and customer linkages.
5. Examine the management accounting contribution to the management of quality and sustainability.

Readings

Set Text

Hunt, C., Fowler, C. and Drennan, L. (2013), *Management Accounting: Strategic Decision-Making, Performance and Risk*, 2nd Edn., Pearson Education, New Zealand.

As well as the set text, students are required to purchase a copy of the *Assignment and Tutorial Book* from the VUW bookshop (Pipitea Campus).

Additional books

The following books have been placed on closed reserve or 3-day loan in the Commerce Library.

- Garrison, R., Noreen, E., and Brewer, P. (2012), *Managerial Accounting*, 14th Edn., McGraw-Hill, Australia.
- Horngren, C.T., Datar, S.M., Foster, G., Rajan, M. and Ittner, C. (2009), *Cost Accounting: A Managerial Emphasis*, 13th Edn., Pearson Prentice Hall, Upper Saddle River, NJ.
- Hoque Z. (2003), *Strategic Management Accounting*, 2nd Edn., Pearson Education, Australia.
- Langfield-Smith, K., Thorne, H. and Hilton, R.W. (2012), *Management Accounting: Information for Creating and Managing Value*, 6th Edn., McGraw Hill, Australia.

Supplementary Readings.

Additional readings may be recommended in lectures and/or indicated via Blackboard.

Materials and Equipment

The two tests and the final examination exam are **closed book**. Materials permitted in the two tests, and the final examination, are as follows:

- Non-programmable electronic calculators and programmable ones with the memory cleared.
- Non-electronic foreign language/English translation dictionaries.

Assessment

From Trimester 1, 2014, a revised Assessment Handbook will apply to all VUW courses: see <http://www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf>.

In particular, there will be a new grade scheme, in which the A+ range will be 90-100% and 50-54% will be a C-.

1. Test 1: during Week 5

Date and venue to be advised

Weighting: 20%

This test is 60 minutes long and can include any of the material introduced during lectures in the first four weeks of the trimester (weeks 1-4), including material subsequently reinforced during tutorials, assignments, and/or by any extra work given by the lecturer(s).

2. Test 2: during Week 9

Date and venue to be advised

Weighting: 20%

This test is 60 minutes long and can include any of the material introduced during lectures in weeks 5 to 8, including material subsequently reinforced during tutorials, assignments, and/or by any extra work given by the lecturer(s).

3. Final Examination, held during the examination period

Weighting: 60%

The final examination is two hours long and will predominantly consist of questions relating to a case study provided to students in week 12. The examination can cover any of the material covered during the 12 week trimester.

These assessments meet the course objectives by:

- Covering the majority of topics taught in the course.
- Integrating a case study, as completed in the mandatory assignments, into the examination.
- Assessing the understanding and application of management accounting tools and techniques and the evaluation of management accounting theories and concepts.

Examinations

Students who enrol in courses with examinations are obliged to attend an examination at the University at any time during the formal examination period. The final examination for this course will be scheduled at some time during the following period:

Friday 13 June – Wednesday 2 July (inclusive)

Mandatory Course Requirements

In addition to obtaining an overall course mark of 50% or more, students must:

- Complete and submit on time a bona fide attempt (see definition on blackboard) at all **THREE** assignments.
- Attend at least **6 out of 8** tutorials.

An attendance register will be kept for tutorials. If you find it necessary to miss a tutorial please notify the tutor or Course Administrator *in advance*, so arrangements can be made for you to attend an alternative tutorial stream if possible. As emergencies and unexpected occurrences can occur, you are only required to attend 6 of the 8 tutorials as a mandatory course requirement, but you are strongly recommended to attend all 8 as the work covered in tutorials is highly relevant to course assessments.

You do not need to produce a medical certificate or other documentation if you only miss 1 or 2 of the 8 tutorials. *However if you attend less than 6 of the tutorials, you will fail the mandatory course requirements unless you are able to produce medical certificates or equivalent documentation for all tutorials missed.*

A list of those students who have not met the mandatory course requirement will be posted on Blackboard by 12 noon on **Thursday 12 June 2014**. Students who have not met the mandatory course requirement will receive a K, D or E grade for the course.

If you cannot complete an assignment or sit a test or examination, refer to www.victoria.ac.nz/home/study/exams-and-assessments/aegrotat

Class Representative

A class representative will be elected in the first class, and that person's name and contact details made available to VUWSA, the course coordinator and the class. The class representative provides a communication channel to liaise with the course coordinator on behalf of students.

Communication of Additional Information

Additional information concerning this course will be provided in lectures or posted on Blackboard

Student feedback

Student feedback on University courses may be found at www.cad.vuw.ac.nz/feedback/feedback_display.php

Link to general information

For general information about course-related matters, go to <http://www.victoria.ac.nz/vbs/studenthelp/general-course-information>

Note to Students

Your assessed work may also be used for quality assurance purposes, such as to assess the level of achievement of learning objectives as required for accreditation and academic audit. The findings may be used to inform changes aimed at improving the quality of VBS programmes. All material used for such processes will be treated as confidential, and the outcome will not affect your grade for the course.

Assignments

You have THREE assignments due to be handed in by 2 pm on the following days:

Assignment No 1: Wednesday 26 March 2014

Case – K2 ADVENTURE GEAR

Assignment No 2: Wednesday 16 April 2014

Case – SEATOUN SPORT SHIRTS

Assignment No 3: Wednesday 28 May 2014

Case – WELLINGTON TRAILERS

The questions for the assignments are in the Assignment and Tutorial Book.

The assignments are regarded as formative assessment and so your answers will be marked to give you appropriate feedback on your progress throughout the course, *but the actual marks awarded will not count towards your overall course assessment mark.*

For each assignment, complete the assignment cover sheet (available on blackboard) and staple it to your assignment. Place your assignment in the **ACCY 302 Box** on the mezzanine floor of Rutherford House no later than 2 pm on the due date. Assignments should be returned to you during the following tutorial session. The *suggested solutions* will be posted on Blackboard. Your assignments must be recorded as submitted in order to comply with the mandatory course requirements. However, recording errors and the loss of assignments do occur. For this reason, you may be required to re-submit some of your completed assignments. You should therefore retain a copy of each assignment you submit and also the returned, marked assignments.

Note: Lecturers may assign other examples as extra “homework”. Solutions to these, where available in electronic form, will be provided on Blackboard.

Late Assignment Penalties

Assignments must be handed in on the due date unless prior permission has been granted or unless proof of exceptional circumstances (e.g. a medical certificate in the event of illness) is produced. Any copying of assignment answers will be considered plagiarism and dealt with according to the policy outlined at <http://www.victoria.ac.nz/home/study/plagiarism.aspx>

Use of Turnitin

Student work provided for assessment in this course may be checked for academic integrity by the electronic search engine <http://www.turnitin.com> Turnitin is an on-line plagiarism prevention tool which compares submitted work with a very large database of existing material. At the discretion of the Head of School, handwritten work may be copy-typed by the School and subject to checking by Turnitin. Turnitin will retain a copy of submitted materials on behalf of the University for detection of future plagiarism, but access to the full text of submissions will not be made available to any other party.

Tutorials

You have eight tutorial sessions that are held during the following weeks:

Tutorial Session 1: Week beginning Monday 17 March 2014

Strategic Cost Management and Value Chain Analysis – K2 Adventure Gear

Tutorial Session 2: Week beginning Monday 24 March 2014

Life Cycle Reporting and Target Costing – Wellington Business Solutions

Tutorial Session 3: Weeks beginning Monday 7 April 2014

Customer Profitability Analysis – Seatoun Sports Shirts

Tutorial Session 4: Week beginning Monday 14 April 2014

Supplier Performance and Management – Curry Express

Tutorial Session 5: Week beginning Monday 5 May 2014

Quality and Environmental Costing – Blue Duck Bar and Restaurant.

Tutorial Session 6: Week beginning Monday 19 May 2014

Transfer Pricing – Wellington Trailers.

Tutorial Session 7: Week beginning Monday 26 May 2014

Divisional Performance Measurement – Sliced Bread

Tutorial Session 8: Week beginning Monday 2 June 2014

Performance Management – The Black Swan Hotel.

Please ensure you have ***worked through*** the assigned tutorial question(s) ***prior to*** your tutorial. *The questions for the tutorials are in the Assignment and Tutorial Book.* Solutions will be provided on Blackboard after the last tutorial in the week or after the assignment hand in date if the tutorial question is also an assignment.

Tutorial Group Sign-up

You will be given the opportunity to sign up for one tutorial group on a first-come-first-served basis. Detailed tutorial sign-up instructions are given below and on Blackboard.

The completed tutorial group lists will be available during the first week of the trimester. Subsequent changes can only be made if the course administrator agrees and you are not permitted to make temporary swaps of tutorials without the prior consent of the course organiser.

Your tutorial group number should be noted on all assignments.

Detailed Tutorial Signup Instructions

1. Go to the signup website at: <https://signups.victoria.ac.nz>
2. Enter your SCS username and password to login the system.
3. The “Signup Home” page opens. It displays all courses you are enrolled for and that use the S-Cubed Tutorial & Workshop Signup system. Click on the course you wish to sign up for.
4. The selected course page opens. It will show the course contact and brief details of the signup instructions. A “key” is provided at the bottom that explains all buttons and what they do.
5. The schedule of tutorials includes the day/time, location, maximum group size, and spaces left in the tutorial sessions.
6. If there are spaces left in a particular session, you will see the “ENROL” button next to it. You can click this button to enrol yourself into that tutorial session.
7. If there are NO more spaces left in a particular session, you will see the “JOIN WAITLIST” button, if available. You can click this button to join the waitlist for that tutorial session. Please note that you will be removed from any other waitlist you may have joined earlier. If somebody withdraws from this session, you will automatically be moved up the waitlist or enrolled into the session. In this case you are enrolled in the session; an email will be sent to you if you are enrolled into the session from a waitlist.
8. You can only “JOIN WAITLIST” if you have already enrolled in one of the other available sessions. In other words, “ENROL” in one session and then you can choose to join the waitlist for another preferred session.
9. You can choose to “WITHDRAW” from a session you have already enrolled for. You can also choose to “CANCEL WAITLIST” to remove yourself from a particular waitlist.
10. A “FULL” button indicates all seats and waitlist are full for that tutorial session. You must choose another session.
11. More details on the various buttons are available in the “Key” section at the bottom of the signup page.
12. You should “ENROL” in only ONE tutorial session and may “JOIN WAITLIST” for only ONE other tutorial session.
13. You can login and signup (or change your signup) any time before the **closing date of the tutorial signup. You will NOT be able to sign up or change your choice after the tutorial signups have closed.**
14. You can view/confirm details of the sessions you are enrolled and waitlisted for, such as day/time and location by clicking on “My Signups” on the left hand menu.
15. Click on “Support” on the left hand menu if you are having problems.

This online signup system is available around the clock over the internet. Any requests after this date will need to be manually handled by the course administrator. You will need to submit a written application stating the reason why you were not able to sign up on time using the online system, along with other relevant documentation, such as a medical certificate.

Finally, **you must always attend the tutorial sessions that you have signed up for.** If you attend a different session, your attendance may not be recorded.