

School of Accounting and Commercial Law

## ACCY 302 ADVANCED MANAGEMENT ACCOUNTING

Trimester 2, 2015

### COURSE OUTLINE

#### Names and Contact Details

<i>Course Coordinator</i>	Ken Bates <a href="mailto:ken.bates@vuw.ac.nz">ken.bates@vuw.ac.nz</a> Office Hours: TBA	RH 716A	463 6474
<i>Lecturer</i>	Richard Wang <a href="mailto:richard.wang@vuw.ac.nz">richard.wang@vuw.ac.nz</a> Office Hours: TBA	RH 623	463 8538
<i>Course Administrator</i>	Rachel Qi <a href="mailto:rachel.qi@vuw.ac.nz">rachel.qi@vuw.ac.nz</a> Office hours: Monday-Friday, 8.30am-5pm (Note: Office closed 10.30 am-10.45 am and 3.30 pm-3.45 pm)	RH 708	463 7465

#### Trimester Dates

Teaching Period: Monday 13 July – Friday 16 October  
 Study Period: Monday 19 October – Thursday 22 October  
 Examination Period: Friday 23 October – Saturday 14 November (inclusive)

#### Withdrawal from Course

- Your fees will be refunded if you withdraw from this course on or before Friday 24 July 2015.
- The standard last date for withdrawal from this course is Friday 25 September 2015. 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 or [online](#).

#### Class Times and Room Numbers

CRN 15423 (L3)			CRN 213 (L2)		
Day	Time	Room	Day	Time	Room
Monday	12.40 - 13.30	GBLT2	Monday	11.30 to 12.20	RHLT2
Wednesday	12.40 - 13.30	GBLT2	Wednesday	11.30 to 12.20	RHLT2

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

# Planned Course Content

Week No.	Week beginning Date	Weekly Topic Timetable	Ch.	Tutorials	Assignments (Due Wed. By 2.00 p.m.)
1	13 Jul KB	Introduction to the course. Strategic Management Accounting (SMA). Strategic Cost Management (SCM).	1 & 2		
2	20 Jul KB	Target costing and life cycle reporting.	2		
3	27 Jul KB	Activity-based costing and management. The capacity issue and Time-driven ABC.	3	SCM & Value Chain Analysis <i>K2 Adventure Gear</i>	
4	3 Aug RW	Decision making in a strategic context.	4	Lifecycle Reporting & Target Costing <i>MowFast</i>	<i>1 - K2 Adventure Gear</i>
5	10 Aug RW	Divisional structure and performance measurement.	6 & 12		
<b>5</b>	<b>10 Aug</b>	<b>Test 1 (on work introduced in lectures during weeks 1 to 3)</b>			
6	17 Aug RW	Transfer pricing systems.	6	Divisional PM <i>MakeMore Bread Group</i>	
<b>MID-TRIMESTER BREAK (Monday 24 August to Sunday 6 September)</b>					
7	7 Sep RW	Supplier performance and management.	8	Transfer Pricing <i>Wellington Trailers</i>	<i>2 - MakeMore Bread Group</i>
8	14 Sep RW	Quality management and costing.	9	Supplier Performance <i>Curry Express</i>	
9	21 Sep RW	Management accounting for the environment.	10		
<b>9</b>	<b>21 Sept</b>	<b>Test 2 (on work introduced in lectures during weeks 4 to 7)</b>			
10	28 Sep KB	Customer value and customer accounting.	7	Quality and Environmental Costing <i>Blue Duck Bar and Restaurant</i>	
11	5 Oct KB	Balanced performance measurement and management.	11	CPA <i>Seatoun Sports Shirts</i>	<i>3 - Blue Duck Bar and Restaurant</i>
12	12 Oct KB	Performance measurement and incentives. Revision	11 & 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: KB = Ken Bates RW = Richard Wang

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 case and questions. The tutorial cases are a good guide to the type of mini-cases that will be used in the term tests and working through these will prepare you for the final, case study based examination. The examination questions 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 on this course will be, on average, 10 hours per week, a total of 150 hours (hrs). This comprises: 32 hrs of lectures and tutorials; 36 hrs of background reading for lectures; 47 hrs of tutorial and case study preparation and 35 hrs of preparation for the two tests and the final examination.

## 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*, 2<sup>nd</sup> 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:

- Davis, C. E. and Davis, E. (2014), *Managerial Accounting*, (2<sup>nd</sup> Ed), Wiley.
- Garrison, R., Noreen, E., and Brewer, P. (2015), *Managerial Accounting*, 15<sup>th</sup> Edn., McGraw-Hill, New York.
- Hoque Z. (2003), *Strategic Management Accounting*, 2<sup>nd</sup> Edn., Pearson Education, Australia.
- Horngren, C.T., Datar, S.M., Foster, G., Rajan, M.V., Wynder, M. and Tan, R. (2014), *Cost Accounting: A Managerial Emphasis*, 2<sup>nd</sup> Edn., Pearson Australia.
- Langfield-Smith, K., Thorne, H. and Hilton, R.W. (2015), *Management Accounting: Information for Creating and Managing Value*, 7<sup>th</sup> Edn., McGraw Hill Education (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**

The Assessment Handbook will apply to all VUW courses: see

<http://www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf>.

In particular, please note the recently revised grade scheme, in which the A+ range will be 90-100% and 50-54% will be a C-.

#### **1. Test 1: Monday 10 August at 6.00 pm**

**Pipitea Campus**

*Weighting: 20%*

This test is 60 minutes long and can include any of the material introduced during lectures in weeks 1 to 3, including material subsequently reinforced during tutorials, assignments, and/or by any extra work given by the lecturer(s).

#### **2. Test 2: Monday 21 September at 6.00 pm**

**Pipitea Campus**

*Weighting: 20%*

This test is 60 minutes long and can include any of the material introduced during lectures in weeks 4 to 7, 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 used in the mandatory assignments, into the examination.
- Assessing the evaluation of management accounting theories and concepts, and the understanding and application of management accounting tools and techniques.

### **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 23 October – Saturday 14 November (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 tutorials, as the work covered 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 22 October 2015**. 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](http://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](http://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 5 August 2015*

Case – **K2 Adventure Gear.**

*Assignment No 2: Wednesday 9 September 2015*

Case – **MakeMore Bread.**

*Assignment No 3: Wednesday 7 October 2015*

Case – **Blue Duck Bar and Restaurant.**

*The cases and 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 and 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 27 July 2015*

Strategic Cost Management and Value Chain Analysis – K2 Adventure Gear.

*Tutorial Session 2: Week beginning Monday 3 August 2015*

Life Cycle Reporting and Target Costing – MowFast.

*Tutorial Session 3: Week beginning Monday 17 August 2015*

Divisional Performance Measurement – MakeMore Bread Group.

*Tutorial Session 4: Week beginning Monday 7 September 2015*

Transfer Pricing – Wellington Trailers.

*Tutorial Session 5: Week beginning Monday 14 September 2015*

Supplier Performance and Management – Curry Express.

*Tutorial Session 6: Week beginning Monday 28 September 2015*

Quality and Environmental Costing – Blue Duck Bar and Restaurant.

*Tutorial Session 7: Week beginning Monday 5 October 2015*

Customer Profitability Analysis – Seatoun Sports Shirts.

*Tutorial Session 8: Week beginning Monday 12 October 2015*

Performance Management – Black Swan Hotel.

Please ensure you have read the case and ***worked through*** the case questions ***prior to*** your tutorial. *The cases for the tutorials are in the Assignment and Tutorial Book.* Guideline 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, during week one. Detailed tutorial sign-up instructions, including sign-up times, are provided on Blackboard.

Tutorial sign-up will be online. Any requests after the close-off 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.

You **must always attend the tutorial sessions for which you have signed up**, unless you have one-off permission from the course administrator to attend an alternative. If you are granted such permission to attend a different tutorial session, please ensure that the tutor records your attendance.

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

**Your tutorial group number should be recorded on all assignments.**