

El Paso Community College

Syllabus

Part II

Official Course Description

SUBJECT AREA	<u>Accounting</u>
COURSE RUBRIC AND NUMBER	<u>ACNT 2309</u>
COURSE TITLE	<u>Cost Accounting</u>
COURSE CREDIT HOURS	<u>3 3 : 1</u> Credits Lec Lab

I. Catalog Description

Examines budgeting, cost analysis and cost control systems using traditional and contemporary costing methods and theories in decision making. **Prerequisite: ACCT 2302. (3:1).**

II. Course Objectives

Upon satisfactory completion of this course, the student will be able to:

- A. Explain the use of cost accounting data.
- B. Describe the ethical responsibilities and certification requirements for management accountants.
- C. Describe the relationship of cost accounting to financial and managerial accounting.
- D. Identify the three basic elements of manufacturing costs.
- E. Distinguish between the two basic types of cost accounting systems.
- F. Identify the two basic aspects of material control.
- G. Describe internal control procedures for materials.
- H. Explain the accountability of scrap materials, spoiled goods, and defective work.
- I. Distinguish between features of hourly rate and piece rate work.
- J. Identify procedures for controlling labor costs.
- K. Explain the accruals for payroll earnings and taxes.
- L. Identify cost behavior patterns.
- M. Explain semi variable, variable, and fixed costs.
- N. Identify factory overhead costs.
- O. Explain the distribution of service department overhead and the various production departments.
- P. Identify predetermined rate and the application of factory overhead.
- Q. Perform process costing using the average method and the first-in first-out method.
- R. Identify the methods used to apportion joint cost to joint products.
- S. Explain job order costing.
- T. Explain the general principles involved in the budgeting process.
- U. Identify the components of the master budget.
- V. Identify components of the flexible budget.
- W. Identify the standards used in determining standard cost.
- X. Distinguish between the two variance method and the four variance method.
- Y. Illustrate an activity-based budgeting approach.
- Z. Explain the differences between variable and absorption costing.
- AA. Identify basic Cost-Volume-Profit assumptions and determine the breakeven point.

- BB. Distinguish between direct and indirect cost.
- CC. Explain the different analysis to make special decisions.
- DD. Identify techniques for analyzing and controlling distribution cost.

III. THECB Learning Outcomes (WECM)

- 1. Apply cost accounting concepts in manufacturing and service environments.
- 2. Prepare report analysis for management decision making.

IV. Evaluation

A. Preassessment

Students must verify that they meet the prerequisites for the class in which they are enrolled, if applicable.

B. Assessment Projects

As determined by the instructor, a student’s performance will be evaluated based on the completion of textbook assignments and an annual report group assignment and presentation. The student will also be evaluated on the performance on quizzes and exams as determined by the instructor.

C. Final Assessment

The final exam will be worth at least 15% of the student’s grade.

Evaluation Scale

A	Excellent	89.5% and above
B	Above Average	79.5% - 89.4%
C	Average	69.5% - 79.4%
D	Below Average	59.5% - 69.4%
F	Failing	59.4% and below
W	Withdrawal	Please see EPCC Catalog for drop deadline.

V. Disability Statement (Americans with Disabilities Act [ADA])

EPCC offers a variety of services to persons with documented sensory, mental, physical, or temporary disabling conditions to promote success in classes. If you have a disability and believe you may need services, you are encouraged to contact the Center for Students with Disabilities to discuss your needs with a counselor. All discussions and documentation are kept confidential. Offices located: VV Rm C-112 (831-2426); TM Rm 1400 (831-5808); RG Rm B-201 (831-4198); NWC Rm M-54 (831-8815); and MDP Rm A-125 (831-7024)

VI. 6 Drop Rule

Students who began attending Texas public institutions of higher education for the first time during the Fall 2007 semester or later are subject to a 6-Drop limit for all undergraduate classes. Developmental, ESL, Dual Credit and Early College High School classes are exempt from this rule. All students should consult with their instructor before dropping a class. Academic assistance is available. Students are encouraged to see Counseling Services if dropping because exemptions may apply. Refer to the EPCC catalog and website for additional information.

VII. Title IX and Sex Discrimination

Title 9 (20 U.S.C. 1681 & 34 C.F.R. Part 106) states the following "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance." The Violence Against Women Act (VAWA) prohibits stalking, date violence, sexual violence, and domestic violence for all students, employees and visitors (male and female). If you have any concerns related to discrimination, harassment, or assault (of any type) you can contact the Assistant to the Vice President for Student and Enrollment Services at 915-831-2655. Employees can call the Manager of Employee Relations at 915-831-6458. Reports of sexual assault/violence may also be reported to EPCC Police at 915-831-2200.