



**V. Special or Unique Student Materials:**

- A basic four-function pocket calculator is required for this course.
- This is the **only** type of calculator that may be used on tests—absolutely no graphic calculators are allowed to be used on tests.

**VI. Special or Unique University Facilities:**

- None

**VII. Expanded Description of the Course:**

The emphasis of this course is on uses of accounting and financial data internal to the firm, how the numbers are developed and what they mean. The course first introduces students to product and service costing techniques. Second, techniques for business planning and control are introduced. The primary setting for the course is the manufacturing environment. The concepts and methodologies introduced are transferable to other forms of business and non-business organizations.

**VIII. Methods of Evaluating Outcome:**

A. <u>Evaluation Tools</u>	<u>Points</u>	
On-line Quizzes	50	Four (4) attempts per quiz
Exam1 (on line)	150	
Exam2 (in class)	<u>150</u>	
Total	<u>350</u>	

**Grading Scale**

Points Earned	Percent	Grade
315-350	90-100	A
280-314	80-89	B
245-279	70-79	C
210-244	60-69	D
Below 210	Below 60	F

**Quizzes (50 total points):**

All the chapters have quizzes on CourseDen which have to be completed before the scheduled deadline. No make-up quizzes are given under any circumstances. Failure to take a quiz during the scheduled time will result in a score of zero for that quiz. You have **four attempts per quiz** and the highest score is retained for grade purposes (Note: **The quizzes may change each time they are opened**). There are 9 quizzes in total.

**Exams (300 total points):**

There will be two tests in this class. The first test is on CourseDen and must be completed before the scheduled deadline. **No make-up online test is given under any circumstances.**

Failure to take an online test during the scheduled time will result in a score of zero for that test. **The second exam will be given in class (Time and location will be announced on CourseDen).** You must be physically present to take the test and you must bring identification. Your ID will be checked when you submit your test. **You may bring two pages of handwritten notes (you may write on front and back of both pages).**

**\*\*There are corresponding sample tests on CourseDen for both tests.** Sample tests are provided as study aids. Sample tests can increase your test scores, but cannot lower your scores. If your highest sample test score is lower than your actual test score, you keep your actual test score. If your highest score on the sample test is greater than your actual test score, your test score will be calculated as:

$$\text{Exam Score} = (1/4)(\text{Sample Exam Score}) + (3/4)(\text{Actual Exam Score}).$$

If you are not able to take the second test as scheduled, please contact me as soon as possible. Also, please follow the instructions below to schedule your test:

**Step 1:** Call and sign up for a proctored test at any of the following sites. You will need to provide your name, the date on which you plan to take the test (ask your instructor for acceptable dates), and the name of your instructor or course name. Please tell the testing center that you are taking a paper-based exam.

a. **The University of West Georgia Testing Center in Carrollton**

Testing Official: Francie Taylor

University of West Georgia

110 Strozier Hall Carrollton, GA 30118

678-839-6435

**Test Fee: \$10 cash for UWG Online**

b. **Any approved test sites in Georgia ([click here](#))**

c. If you are outside of the state of Georgia, then please contact the **Online Testing Coordinator**, Janet Gubbins (jgubbins@westga.edu) for assistance.

**Step 2:** [Complete this online form to take your test.](#) All information must be complete.

**Important!** The form must be submitted online no later than 2 weeks prior to your test date.

**Late requests will be subjected to a \$30 late fee.**

**Step 3:** Show up at the date and time of your test with your **valid photo ID** (driver's license or student ID), pencil, simple function calculator, or anything else that you are allowed to have for your test. You will also need to have cash to pay the testing center (ask ahead for the amount of their fee).

B. Learning Domains:

- 1) Cognitive: Knowledge; Comprehension; Application; Analysis; Synthesis; Evaluation.
- 2) Affective: Receiving; Responding; Valuing; Organization.

## IX. Instructor Comments:

### A. Administrative Policies

- As this is an online course, the primary method of communication will be Email. **Please contact me at [lliu@westga.edu](mailto:lliu@westga.edu). Please use “ACCT2102” as your email subject. I do not use CourseDen email for communication purpose.**
- All course materials and your grades will be posted on CourseDen.

**B. General:**

- You are responsible for knowledge of any administrative announcements (test information, schedule changes, etc.) that are distributed via email or CourseDen announcements.

**C. Code of Conduct:**

- Honesty and integrity are necessary to the academic and professional functions of business. Dishonesty undermines the foundation of the academic environment. Improper academic conduct shall be interpreted to mean the obtaining and using of information during an examination by means other than those permitted by the instructor, including supplying such information to other students. All forms of academic dishonesty, including cheating, plagiarism, and falsification of academic records are subject to disciplinary action. Please read and adhere to the UWG Honor Code: <http://www.westga.edu/handbook/59.php>.

### ACCT2102 Online Detailed Course Outline

Chapter	Topic	Learning Objectives (required)	Time period
2	Managerial accounting and cost concepts	1, 2, 3, 4, 5, 6 and 7	01/08-01/22
5	Cost-volume-profit relationships	1, 2, 3, 4, 5, 6, 7 and 8	01/23-02/29
3	Job-order costing	1,2,3,6 and 7	01/30-02/08
7	Activity-based costing: A tool to aid decision making	1, 2, 3, 4 and 5	02/09-02/22
<b>Exam 1 covers chapters 2, 3, 5 and 7 available on February 23 and closed on March 3</b>			
8	Master budgeting	1, 2, 3, 4, 5, 6, 7 and 8	03/05-03/15
9	Flexible budgets and performance analysis	1, 2, 3, 4 and 5	03/16-03/26
10	Standard costs and variances	1, 2 and 3	03/27-04/05
11	Performance measurement in decentralized organizations	1, 2 and 3	04/06-04/12
12	Differential analysis: The key to decision making	1, 2, 3, 4 and 5	04/13-04/25
<b>Exam 2 (Chap 8, 9, 10, 11 and 12) Thursday 04/26</b>			

Notes:

All quizzes open when the class begins. Quizzes and online tests close at 11:59pm on the dates shown below.

**Required deadlines:**

**February 22** Quizzes for chapters 2, 3, 5 and 7

**March 3** Test1

**April 25** Quizzes for chapters 8, 9, 10, 11 and 12

**Note 1: This course covers the following AACSB perspectives:**

- ethics
- written communications
- oral communications

**Note 2: This course covers the following teaching objectives:**

- develops analytical thinking skills.
- integrates functional areas of business.
- develops interpersonal skills.

**Note 3: my.westga.edu**

The policy of the University of West Georgia is that each student is responsible for checking his/her my.westga.edu e-mail account on a regular basis. The UWG e-mail account is the address where e-mail messages to the class will be sent.

**Note 4: Extra credit**

There is no extra credit in this course beyond that explicitly stated in the course syllabus.

**Note 5: Work from other courses**

Work submitted for credit in other courses will not be accepted for credit in this course.

**Note 6: Final Grades**

The instructor does **not** give the final grade. The final grade is the grade the student earned during the semester due to course work, exams, quizzes, assigned work, etc. Don't bother asking the instructor to "improve" a final grade.

**Note 7: Campus Carry at UWG**

Information concerning Georgia House Bill 280 may be found at <https://www.westga.edu/police/campus-carry.php>