



## UNIVERSITY OF NEW YORK IN PRAGUE

**Course:** ACC212 Managerial Accounting (6 ECTS/3 US credits)  
**Semester:** Spring 2024  
**Prerequisite:** Financial Accounting  
**Instructors:**

### 1. Course Purpose

Introduction to measuring and communicating financial information to manage an organization. Introduction to spreadsheet programming, using basic managerial accounting concepts. Topics include cost behavior and estimation, budgeting, cost-volume-profit analysis, and methods used in the project decision making.

At the end of the course the students should be able to understand the basic terms and concepts of managerial accounting, understand the difference between management and financial accounting, establish a methodology for breaking down costs logically in order to use this information for analytical and planning purposes.

Students should also be able to practically apply various methods to analyze, interpret, forecast and budget cost and revenue information. The techniques used employ conceptual thinking and detailed analysis in order to derive accurate information to be used in the decision-making process.

### 2. Required Readings

[Collis, J., Holt, A. & Hussey, R. \(2017\). \*Business Accounting\* \(3<sup>rd</sup> ed\). Bloomsbury Publishing.](#)

[Jones, T., Atkinson, H., Lorenz, A. & Harris, P. \(2012\). \*Strategic Managerial Accounting. Hospitality, Tourism & Events Applications\*. Goodfellow Publishers Ltd.](#)

[Holtzman, M. P. \(2013\). \*Managerial Accounting for Dummies\*. Wiley.](#)

[McNair-Connolly, C. J. & Merchant, K. A. \(2020\). \*Management Accounting\* \(2<sup>nd</sup> ed\). Wiley.](#)

[Fotopulos, D. \(2014\). \*Accounting for the Numberphobic\*. Amacom.](#)

[Bastick, L. \(2020\). \*Introduction to Financial Modelling\*. Holy Macro! Books.](#)

[Smith, C. \(2018\). \*Excel 2019 – Business Basics & Beyond\*. Holy Macro! Books.](#)

All above mentioned study materials are available in the online Perlego textbook platform, which is subscribed for all UNYP faculty and students and provides access to over 300k book titles (mostly textbooks and academic literature) with personalized ability to bookmark and make notes. Students are encouraged to research the database and to propose any interesting materials they found out.

### 3. Additional Readings

Other books, materials, case studies and articles, may be provided by the instructor throughout the course. Students are also encouraged to keep abreast of actual financial accounting issues and developments by their own research and readings.

#### 4. Learning Outcomes

Upon completion of this course, the students should be able to:

- Explain the difference between a managerial and financial accountant
- Be able to discuss the uses and limitations of cost management and planning and control systems.
- Understand and be able to apply basic aspects of use of Information technology and its role in accounting and control
- Be able to use on a basic level various types of costing systems, and understand the appropriate applications of each.
- Be able to produce a meaningful budget based on the researched data
- Have the ability to use different methods for purposes of projection and planning

#### 5. Course Content

The Managerial Accounting course is focussed on the following core topics:

1. The nature, source and purpose of management information
2. Cost accounting techniques
3. Budgeting
4. Standard costing
5. Performance measurement

Full topic details will be provided in the instructor's dedicated eLearning module.

#### 6. Course Requirements and Grading

Attendance/Active Participation	15%
Budget assignment	25%
Presentation of budget assignment	10%
Team reflection paper	5%
Midterm Exam	20%
<u>Final Exam</u>	<u>25%</u>
Total	100%

##### **Attendance/Active Participation in class (15%) – individual activity**

Participation in discussions and online activities are important components of learning in this course. You are encouraged to ask questions and participate in discussions about managerial accounting concepts and issues in class. You will be also required to prepare different homework assignments, participate in quizzes etc. Particular activities will be specified during the course.

##### **Midterm Exam (20%) – individual activity**

The mid-term exam will last 2½ hours and will focus on subjects covered in weeks 1-6 of the course. The exam will be completed individually and will be conducted in accordance with UNYP guidelines.

##### **Assignment (25%) – team activity**

The goal of this assignment is to apply the presented theoretical concepts into real life example. All necessary tools will be introduced during the class. Detailed information will be provided in a separate document.

##### **Presentation of the assignment (10%) – team activity**

The best business dreams may not come true if you are not able to present them properly. Groups are expected to prepare a short presentation based on the group assignment to be delivered in front of the class plus more detailed video presentation, which must be uploaded.

### Final Exam (25%) – individual activity

The final exam will last 2½ hours and will cover all material covered during the course. The exam will be completed individually and will be conducted in accordance with UNYP guidelines.

### Team Reflection Paper (5%) – individual assessment

The goal of the reflection paper is to give students a chance to reflect on the group assignment process, team cooperation, outcomes of the assignment, and lessons learned. Detailed information will be provided separately during the semester.

### Exam Regulation

No cooperation is allowed during the exam. **Any person disregarding this regulation will risk failing the exam.**

### Grading Scale

Letter Grade	Percent (%)	Generally Accepted Meaning	Notes
A	95-100	Outstanding work	Credits awarded
A-	90-94		
B+	87-89	Good work, distinctly above the average	
B	83-86		
B-	80-82		
C+	77-79	Acceptable Work	
C	73-76		
C-	70-72		
D+	67-69	Work that is significantly below average	Credits awarded, but will NOT transfer to ESC (retake needed for ESC!)
D	63-66		
D-	60-62		
F	0-59	Work that does not meet the minimum standards for passing the course	Credits not awarded

## 7. Key UNYP Policies

### Attendance

It is your responsibility to show up to class on time. If you are late you will be marked as absent for that hour. **If you miss more than 9 (nine) hours of class for any reason, you will automatically fail the entire course.** Pay strict attention to this. This class policy is standard UNYP policy.

### Academic Honesty

- The university's rules on academic dishonesty (e.g., cheating, plagiarism, submitting false information) will be strictly enforced. Please familiarize yourself with the **student honor code** or ask your instructor for clarification.
- For examinations: copying from your neighbor, communicating with another student, using a phone or anything similar will result in you failing the test or quiz.
- On written papers, properly note your sources with academic citations. Cutting and pasting from the Internet without accurately citing the source may be considered plagiarism.

- Students may be required to submit papers electronically, which could mean an automated check for plagiarism via the Turn-it-in resource. Students may also be required to defend the content of a paper orally to an instructor as a check on authorship.
- If you have questions about any of the above, please consult with the instructor.

### 8. General Requirements

- Students are expected to attend each class session and participate in a positive way.
- Students are expected to come to class fully prepared to discuss homework readings, projects or cases.
- Students are expected to turn in homework assignments on the day they are due.
- Students are expected to leave their mobile phones, beepers, pagers, and so forth switched off.
- Students may not use laptops or netbooks for any reason other than taking notes except in times and tasks required by the instructor. **Do not** surf the Web during class time. If you do, you will lose the privilege to use a laptop or netbook.
- In the event of illness or emergency, contact your instructor **in advance** to determine whether special arrangements are possible.

### 9. European Credit Transfer and Accumulation System (ECTS)

Students who complete the course will receive 6 ECTS credits, which are the equivalent of 3 American credits. (In other words, 2 ECTS credits equal 1 American credit hour.) Further, 1 ECTS credit corresponds to 25-30 hours of work. Thus, a 6-credit ECTS course (equivalent to a 3-credit American course) will total 150-180 projected work hours.

For this course, students are expected to spend time in the following course-related activities:

Class Lectures and exams	45 hours
Reading class-related material	50 hours
Exam preparations	25 hours
Presentation preparation	15 hours
Business plan preparation	30 hours
TOTAL	165 hours

### 10. Technology Expectations

Students are expected to use notebooks with Excel and internet connection during the class as they will prepare different tasks both in class and at home.

Assignments must be completed on a computer. Students are assumed to be familiar with the use of the internet and gathering data from the worldwide web. Students are also expected to be familiar with basic MS Office programs such as Word and Excel. These will be necessary tools for preparing the course assignments (i.e. group assignment and homework activities).