

**COURSE SYLLABUS
FOR FULL-TIME UNDERGRADUATE PROGRAMS**

(Issued under Decision No.1380/QĐ-ĐHKTQĐ on 15/8/2016 by the University President)

1. COURSE NAME:

Managerial Accounting 1

Course code: KTQT1103

Number of credits: 3

2. DEPARTMENT: Management Accounting

3. PRE-REQUISITE: Before taking this course, students have to complete the following courses: Principles of Accounting, Microeconomics 1, Macroeconomics 1

4. COURSE DESCRIPTION:

The course covers major areas of management accounting including introduction to managerial accounting, cost classifications, costing systems, Cost-Volume-Profit analysis, master budget, flexible budget. Experts and managers with critical knowledge in management accounting are able to make optimal decisions.

5. COURSE OBJECTIVES:

After studying this course, students should be able to:

- Recognize the importance of management accounting in organizations.
- Explain the definition, nature and the distinguishing features of managerial accounting.
- Obtain methods of processing and providing business information in order to make managerial decisions within a company.
- Develop management accounting information systems for companies.
- Evaluate current management accounting systems and re-design new ones for companies.
- Enhance team-working and presentation skills.
- Enhance critical thinking and problem solving skills.

6. COURSE SCHEDULE:

TIME SCHEDULE

Contents	45 sessions (1 session = 50 minutes)		
	Total	Lectures	Exercises & discussion
Chapter 1: Introduction to managerial accounting	6	4	2
Chapter 2: Cost classifications	9	6	3
Chapter 3: Costing systems	6	4	2
Chapter 4: Cost-Volume-Profit analysis	9	6	3
Chapter 5: Master budget	9	6	3
Chapter 6: Flexible budget	5	3	2
Mid-term exam	1	1	
Total	45	30	15

CHAPTER 1: INTRODUCTION TO MANAGERIAL ACCOUNTING

This chapter focuses on the definition and the nature of managerial accounting, objects and research methods of management accounting. Differences between finance and management accounting are also discussed in this chapter. The chapter also introduces management accounting systems in different organizations to provide information for managers at different managerial levels for decision making.

1.1. Definition and nature of managerial accounting

1.1.1. Definition of managerial accounting

1.1.2. Nature of managerial accounting in organizations

1.2. Roles and functions of management accounting information

1.2.1. Roles of management accounting information

1.2.2. Functions of management accounting information

1.3. Management accounting - scope and techniques

1.3.1. Scope of management accounting

1.3.2. Techniques used in management accounting

- 1.4. Differences between financial and managerial accounting
- 1.5. The design of management accounting in organizations

CHAPTER 2: COST CLASSIFICATIONS

This chapter introduces the nature of costs, the nature and characteristics of each type of costs, recognition of costs on the income statement. The chapter also discusses the usefulness of cost information for managers at all levels in an organization to enhance business performance.

- 2.1. Functional cost classifications
 - 2.1.1. Manufacturing Costs
 - 2.1.2. Nonmanufacturing Costs
- 2.2. Cost classifications for predicting cost behavior
 - 2.2.1. Variable cost
 - 2.2.2. Fixed cost
 - 2.2.3. Mixed cost
- 2.3. Others cost classifications
 - 2.3.1. Direct costs and indirect costs
 - 2.3.2. Product costs and period costs
 - 2.3.3. Controllable cost and uncontrollable costs
 - 2.3.4. Differential cost
 - 2.3.5. Opportunity costs
 - 2.3.6. Sunk costs

CHAPTER 3: COSTING SYSTEMS

This chapter provides a review of costing systems. Costing systems are used to assign production or performance costs to products or services for internal and external financial reporting purposes. The two principal costing systems are job order and process. This chapter also introduces cost flows and situations where each costing system is used. The production cost report also is stressed in this chapter.

- 3.1. Job-order costing
 - 3.1.1. Conditions on applications
 - 3.1.2 The flow of costs
 - 3.1.3. Cost assignment

3.2. Process costing

3.2.1 Conditions on applications

3.2.2 The flows of costs

3.2.3 Cost assignment

3.3. The production cost report

3.3.1. Concepts and meanings of a production cost report

3.3.2. Preparing the production cost reports

CHAPTER 4 : COST – VOLUME – PROFIT ANALYSIS (C-V-P)

This chapter focuses on understanding how cost, volume and profit interact. Analysis relationships of costs - volume - profit (CVP analysis) will provide useful information to help managers in predicting future conditions as well as in explaining, evaluating and acting on results. This chapter also presents the concept of margin of safety, cost structure, the degree of operating leverage, Break-even analysis, etc. The CVP analysis helps managers make reasonable decisions and improve enterprises' performance.

4.1. Meaning of cost-volume-profit analysis

4.2. Basis concepts for cost-volume-profit analysis

4.3. Break-even analysis

4.3.1. Concepts, conditions and contents of break-even analysis

4.3.2. The margin of safety

4.4. Cost structure and degree of operating leverage

4.5. Some applications of cost-volume-profit analysis

CHAPTER 5: THE MASTER BUDGET

This chapter covers the budgeting process and preparation of the master budget. The budget is important for organizations of all sizes. This is a tool that the managers use to perform their functions – planning and controlling. Budgets are also useful for administrators to identify targets and specific tasks for the departments, employees of the whole enterprise.

5.1. Introduction to the master budget

5.1.1 Concepts, meanings and classifications of the master budget

5.1.2 Basis for preparing the master budget

5.1.3. Stages of preparing the master budget

5.2. Standard costs

- 5.2.1. Concepts and meanings of standard costs
- 5.2.2. Setting standard costs
- 5.2.3 Standard costs classifications in company
- 5.3. System of the master budgets
 - 5.3.1. Sales budgets
 - 5.3.2. Production budgets
 - 5.3.3. Direct materials budgets
 - 5.3.4. Direct labor budgets
 - 5.3.5. Manufacturing overhead budgets
 - 5.3.6. The ending finished goods inventory budgets
 - 5.3.7. Selling and administrative expense budgets
 - 5.3.8. Cash budgets
 - 5.3.9. Financial statements budgets

CHAPTER 6: FLEXIBLE BUDGET

This chapter discusses to differences between the static budget and the flexible budget. The flexible budget plays important roles in performance evaluation. Stages in preparing a flexible budget are also introduced in the chapter. The chapter also discusses flexible budget analysis, revenue budget analysis and profit budget analysis.

- 6.1. Concepts, roles and stages of preparing a flexible budget
 - 6.1.1. Concepts and roles of preparing a flexible budget
 - 6.1.2. Stages of preparing a flexible budget
 - 6.1.3. Static budget and flexible budget
- 6.2. Flexible budget analysis
 - 6.2.1 Direct materials standards and direct materials cost budget analysis
 - 6.2.2 Direct labor standards and direct labor cost budget analysis
 - 6.2.3 Manufacturing overhead cost budget analysis
 - 6.2.4 Selling expense budget analysis
 - 6.2.5 Administrative expense budget analysis
- 6.3. Revenue budget analysis
 - 6.5.1. Prices and volume factors analysis
 - 6.5.2. Segment revenue analysis
- 6.4. Profit budget analysis

7. TEXTBOOK:

- Nguyen Ngoc Quang (2011), *Management Accounting*, National Economics University

8. REFERENCES:

- Charles T. Horngren, Srikant M. Datar, George Foster, Madhav Rajan, Christopher Ittner (2014), *Cost Accounting – A managerial Emphasis*, Pearson International Edition
- Ray H. Garrison, Eric W. Noreen, Peter C. Brewer (2010), *Managerial Accounting*, Mc Graw Hill, 13th Edition
- Michael R. Kinney, Cecily A. Railborn (2011), *Cost Accounting – Foundation and Evolution*, South Western Cengage Learning

9. ASSESSMENT SCHEME:

- Scoring scale: 10 points

+ Participation:	10%
+ Mid-term exam:	20%
+ Final exam:	70%

- Students must attend at least 80 percent of all class sessions for the course, read the textbook in advance and fulfill tasks given by instructors in class and after class.

HEAD OF DEPARTMENT

(signed)

Assoc Prof.PhD. Le Kim Ngoc

Hanoi, 2016

PRESIDENT

(signed)

Prof.Dr. Tran Tho Dat