

## COURSE OUTLINE

<b>Department &amp; Faculty:</b> Department of Mechanical Engineering & Management Centre for Diploma Studies SPACE, UTM	<b>Page :</b> 119 of 4
<b>Course Code :</b> Management Accounting (DDWW 2133) <b>Total Contact Hours : 4 hours x 14 weeks</b> Lecture 3 hrs Tutorial 1 hour	<b>Semester :</b> <b>Academic Session :</b>

<b>Lecturer</b> : En. Redzuan Abdul Rahman <b>Room No.</b> : V406E <b>Telephone No.</b> : 013-2792878 <b>E-Mail</b> : redzuan@utmspace.edu.my	<b>Synopsis</b> : This course is an introduction to cost and management accounting. It is designed to provide an understanding of the main elements which determine the cost of a product. The course also focuses on the application of fundamental costing methods and techniques and covers some aspects of managerial accounting which are mainly used for decision making purposes.
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### LEARNING OUTCOMES

By the end of this course, students should be able to:

No .	Course Learning Outcome	Programme Learning Outcome(s) Addressed	Taxanomy and Soft Skill levels	Assessment Methods
1.	Prepare income statement using marginal and absorption costing approaches.	PLO1 PL03	C3 P3, CTPS1-2	Quiz, Test, Final Exam
2.	Apply cost-volume-profit analysis and interpret the results.	PLO1 PL03	C4 P4, CTPS1-2	Quiz, Test, Final Exam
3.	Prepare cash flows budgets and apply standard costing and variance analysis.	PL03 PLO7	P4 CTPS1-3, KK1	Test, Assignment Final Exam
4.	Work collaboratively and communicate effectively through a written report and an oral presentation of projects results.	PLO4 PLO5	P3, CS2 A3, TS1	Assignment & Presentation

<b>Prepared by (Head of Programme)</b> <b>Name</b> : Hasliza Husin <b>Signature</b> : <b>Date</b> :	<b>Certified by (Head of Department)</b> <b>Name</b> : Mohamad Shafie Abdul Rashid <b>Signature</b> : <b>Date</b> :
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### STUDENT LEARNING TIME

Teaching and Learning Activities	Student Learning Time (Hours)
1. Face to face Learning <ul style="list-style-type: none"> <li>a. Lecture</li> <li>b. Tutorial</li> <li>c. SCL Activities</li> </ul>	35 14 7
2. Independent Study <ul style="list-style-type: none"> <li>a. Non Face to face learning or SCL</li> <li>b. Revision</li> <li>c. Evaluation</li> </ul>	34 15 9
3. Formal evaluation <ul style="list-style-type: none"> <li>a. Tests</li> <li>b. Quizzes</li> <li>c. Final examination</li> </ul>	2 1.5 2.5
<b>Total</b>	<b>120</b>

### TEACHING METHODOLOGY

Lecture and Discussion, Co-operative Learning, Independent Study, Individual/Group Assignment, Presentation

### WEEKLY SCHEDULE

<b>Week 1</b>	<b>:</b>	<b>1.0 INTRODUCTION TO COSTING AND MANAGEMENT ACCOUNTING</b> <ul style="list-style-type: none"> <li>1.1 Management accounting vs financial accounting</li> <li>1.2 The importance of costing systems</li> <li>1.3 Cost terms, concepts and classification</li> </ul>
<b>Week 2 - 3</b>	<b>:</b>	<b>2.0 ACCOUNTING FOR MATERIALS/ INVENTORY AND LABOUR</b> <ul style="list-style-type: none"> <li>2.1 Purchasing, reception and storage</li> </ul>

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	2.2 Inventory control: EOQ, stocks level 2.3 Labour costing and remuneration methods
<b>Weeks 4</b>	<b>: 3.0 ACCOUNTING FOR OVERHEADS</b> 3.1 Allocation vs apportionment 3.2 Reapportionment of service cost centres 3.3 Overhead absorption rates 3.4 Over and under absorption
<b>Weeks 5 - 6</b>	<b>: 4.0 JOB COSTING SYSTEMS (Job Order and Contract Costing)</b> 4.1 Accounting procedures for jobs completed and products sold
<b>Weeks 7 - 8</b>	<b>: 5.0 PROCESS COSTING</b> 5.1 Production report 5.2 Equivalent units, production and losses 5.3 Opening and closing Work in Process 5.4 Weighted average method 5.5 First in first out method 5.6 Normal and abnormal losses
<b>Weeks 9</b>	<b>: 6.0 MARGINAL (VARIABLE) VS ABSORPTION COSTING</b> 6.1 Marginal costing income statement 6.2 Absorption costing income statement 6.3 Arguments in support of marginal and absorption costing
<b>Weeks 10</b>	<b>: 7.0 COST-VOLUME PROFIT ANALYSIS AND DECISION MAKING</b> 7.1 Break-even point and charts 7.2 Margin of safety
<b>Weeks 11 - 12</b>	<b>: 8.0 BUDGETING</b> 8.1 Objectives of budget 8.2 Budget theory 8.3 Types of budget 8.4 Preparation of functional budget 8.5 Human aspects in budgeting
<b>Week 13 - 14</b>	<b>: 9.0 STANDARD COSTING AND VARIANCE ANALYSIS</b>

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- 9.1 Principles of standard costing  
 9.2 Standard cost for a product  
 9.3 Calculate and interpret variance for materials, labour, overhead and sales

**\*\* (TOTAL OF 15 LECTURE WEEKS INCLUDING 1 WEEK MID SEMESTER BREAK)**

REFERENCES	Main Text:
	Drury, Colin, 7 <sup>th</sup> Edition 2011, Cost and Management Accounting. Cengage Learning International
	<b>Other Reference:</b>
	i. Alan Upchurch, 2002, Cost Accounting Principles and Practice, Pearson Education ii. Siti Zaleha Abdul Rasid, 2001, Modul Pengajaran Perakaunan Kos. UTM iii. Lucey, T., Costing 6 <sup>th</sup> edition 2002, Continuum, London iv. Horngren, Datar and Foster, 2003, Cost Accounting A Managerial Emphasis, Prentice Hall

## GRADING

No	Assessment Method	PLO	Number	PPD & PSM Assessment (%)	PPK Assessment (%)	Implementation Dates
1	Quiz	PLO1 PLO3	5	10	10	Week 1 - 14
2	Test	PLO1 PLO3	2	30	20	Week 5, 11
3	Assignment & Presentation	PLO4 PLO5 PLO7	1	10	10	Week 9 - 13
4	Final exam	PLO1 PLO3	1	50	60	Week 17 - 19
	<b>Overall Total</b>			<b>100</b>	<b>100</b>	