Note:

Course content may be changed, term to term, without notice. The information below is provided as a guide for course selection and is not binding in any form, and should not be used to purchase course materials.
COURSE SYLLABUS

ACCT 311
COST ACCOUNTING I

COURSE DESCRIPTION
A study of the principles and procedures used in the collection, recording and reporting of costs. Balance Sheet inventory valuation and the related Income Statement cost of goods sold valuation, determined using both job order costing and process costing, are emphasized. Activity-based costing is covered in depth. Traditional cost accounting is the main content of this course.

RATIONALE
Practicing accountants, both in public and private accounting, are expected to understand and apply the principles and procedures relating to cost collection, recording, and reporting, which are the subject matter of this course.

I. PREREQUISITE
For information regarding prerequisites for this course, please refer to the Academic Course Catalog.

II. REQUIRED RESOURCE PURCHASE
Click on the following link to view the required resource(s) for the term in which you are registered: http://bookstore.mbsdirect.net/liberty.htm

III. ADDITIONAL MATERIALS FOR LEARNING
A. Computer with basic audio/video output equipment
B. Internet access (broadband recommended)
C. Microsoft Office

IV. MEASURABLE LEARNING OUTCOMES
Upon successful completion of this course, the student will be able to:
A. Apply the accounting principles and procedures used to accumulate and report the costs of manufacturing products for income determination in accordance with generally accepted accounting principles (GAAP) as used in the United States and for the internal use of management in decision making.
B. Evaluate the appropriateness of a company’s cost accounting system in meeting the company’s needs for reporting and decision making.
C. Evaluate the appropriateness of a company’s cost accounting system in generating numbers that are in agreement with the ethical standards of those who possess a Christian worldview.
V. **COURSE REQUIREMENTS AND ASSIGNMENTS**

A. **Textbook readings and lecture presentations/notes**

B. **Course Requirements Checklist**

After reading the Course Syllabus and [Student Expectations](#), the student will complete the related checklist found in Module/Week 1.

C. **Group Discussion Board Forums (4)**

Discussion boards are collaborative learning experiences. There will be 4 Group Discussion Board Forums throughout the course. The purpose of Discussion Board Forums is to generate interaction among students in regard to relevant, current course topics. For this collaborative discussion board, the student is required to post 1 thread of at least 500 words. The student must post 1 reply of at least 250 words. For each thread, the student must support his/her assertions with at least 2 citations other than the textbook, and the Bible may be 1 of those sources. Everything must be in current APA format. Citations for the replies are not required, but encouraged.

D. **Connect Plus Homework (4)**

In every other module/week, the student will be assigned homework to complete in Connect Plus. At the end of the assigned modules/weeks, Connect Plus will automatically grade all of the assignments, and the instructor will then download the results and place the scores within Grade Center.

As a reminder, all homework is conducted in Connect Plus, not in the textbook (though the homework is based on the material in the text). In addition, Connect Plus may be accessed outside of Blackboard; therefore, any potential Blackboard outages are not grounds for Connect Plus homework deadline extensions. The student must save the link provided by the instructor the week before class begins for future reference.

In order to gain access to Connect Plus, the student may either purchase the textbook listed above with the access code or purchase the access code separately by contacting the course instructor. The course instructor will provide students with the access code during the week before class begins along with specific instructions for registering.

E. **Individual Research Paper**

The student will write an 8–10-page research paper on a topic that is relative to cost accounting theories. The paper must follow current APA format and utilize at least 5 scholarly resources.

F. **Connect Plus Exams (4)**

The student will be expected to complete exams within Connect Plus. Each exam will be open-book/open-notes, contain of 30 questions, and have a 2-hour and 30-minute time limit.
VI. **COURSE GRADING AND POLICIES**

A. **Points**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Requirements Checklist</td>
<td>10</td>
</tr>
<tr>
<td>Group Discussion Board Forums (4 at 50 pts ea)</td>
<td>200</td>
</tr>
<tr>
<td>Connect Plus Homework (1 at 50 pts, 3 at 75 pts ea)</td>
<td>275</td>
</tr>
<tr>
<td>Individual Research Paper</td>
<td>125</td>
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<tr>
<td>Connect Plus Exams (4 at 100 pts ea)</td>
<td>400</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>1010</td>
</tr>
</tbody>
</table>

B. **Scale**

A = 900–1010  B = 800–899  C = 700–799  D = 600–699  F = 0–599

C. **Late Assignment Policy**

If the student is unable to complete an assignment on time, then he or she must contact the instructor immediately by email.

Assignments that are submitted after the due date without prior approval from the instructor will receive the following deductions:

1. Late assignments submitted within one week of the due date will receive a 10% deduction.
2. Assignments submitted more than one week late will receive a 20% deduction.
3. Assignments submitted two weeks late or after the final date of the course will not be accepted.
4. Late Discussion Board threads or replies will not be accepted.

Special circumstances (e.g. death in the family, personal health issues) will be reviewed by the instructor on a case-by-case basis.

D. **Disability Assistance**

Students with a documented disability may contact Liberty University Online’s Office of Disability Academic Support (ODAS) at LUOODAS@liberty.edu to make arrangements for academic accommodations. Further information can be found at www.liberty.edu/disabilitysupport.
# COURSE SCHEDULE

## ACCT 311


<table>
<thead>
<tr>
<th>Module/Week</th>
<th>Reading &amp; Study</th>
<th>Assignments</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Garrison et al.: chs. 1–2 1 presentation</td>
<td>Course Requirements Checklist, Class Introductions, Group DB Forum 1</td>
<td>10 0 50</td>
</tr>
<tr>
<td>2</td>
<td>Garrison et al.: chs. 3–4 1 presentation</td>
<td>Connect Plus Homework 1, Connect Plus Exam 1</td>
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</tr>
<tr>
<td>3</td>
<td>Garrison et al.: chs. 5–6 1 presentation</td>
<td>Group DB Forum 2, Individual Research Paper Topic Submission</td>
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<td>Connect Plus Homework 2, Connect Plus Exam 2</td>
<td>75 100</td>
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<td>5</td>
<td>Garrison et al.: chs. 8–9 1 presentation</td>
<td>Group DB Forum 3</td>
<td>50</td>
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<tr>
<td>6</td>
<td>Garrison et al.: ch. 12 1 presentation</td>
<td>Connect Plus Homework 3, Connect Plus Exam 3</td>
<td>75 100</td>
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<td>7</td>
<td>Garrison et al.: ch. 13 1 presentation</td>
<td>Group DB Forum 4, Individual Research Paper</td>
<td>50 125</td>
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<tr>
<td>8</td>
<td>Garrison et al.: ch. 14 1 presentation</td>
<td>Connect Plus Homework 4, Connect Plus Exam 4</td>
<td>75 100</td>
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<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>1010</strong></td>
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</tbody>
</table>

DB = Discussion Board

**NOTE:** Each course week (except week 1) begins on Tuesday morning at 12:00 a.m. (ET) and ends on Monday night at 11:59 p.m. (ET). The final week ends at 11:59 p.m. (ET) on Friday.