COURSE DESCRIPTION

COST ACCOUNTING
2ND YEAR | 2ND SEMESTER
DEGREE: MARKETING
IN-CLASS TEACHING
ACADEMIC YEAR: 2019/2020
SCHOOL OF BUSINESS AND ECONOMICS
1. COURSE IDENTIFICATION

1.- COURSE:

Name: Cost Accounting
Code: b209
Year (s) course is taught: 2
Semester (s) when the course is taught: 2
Type: Compulsory
ECTS: 6
Hours ECTS: 30
Language: English and Spanish
Modality: face-to-face
Degree (s) in which the course is taught: Marketing
School of Business and Economics

2.- ORGANIZATION OF THE COURSE:

Department: Business Economy
Area of knowledge: Financial Economics and Accounting

2. LECTURERS OF THE COURSE

1.- LECTURERS:

<table>
<thead>
<tr>
<th>Responsible of the Course</th>
<th>CONTACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
<td>Alejandro Rodríguez Martínez</td>
</tr>
<tr>
<td>Phone (ext):</td>
<td>91 456 63 00 Ext.: 15369</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:rodmar@ceu.es">rodmar@ceu.es</a></td>
</tr>
<tr>
<td>Office:</td>
<td>1.03 Building B</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Lecturer</th>
<th>CONTACT</th>
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<tbody>
<tr>
<td>Name:</td>
<td>Jorge Colvin Diez</td>
</tr>
<tr>
<td>Phone (ext):</td>
<td>91 456 63 00 Ext.:</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:Jorge.colvindiez@ceu.es">Jorge.colvindiez@ceu.es</a></td>
</tr>
<tr>
<td>Office:</td>
<td>1.20 Building B</td>
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<thead>
<tr>
<th>Lecturer</th>
<th>CONTACT</th>
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<tbody>
<tr>
<td>Name:</td>
<td>Francisco González Sánchez</td>
</tr>
<tr>
<td>Phone (ext):</td>
<td>91 456 63 00 Ext.:</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:francisco.gonzalezsanchez@ceu.es">francisco.gonzalezsanchez@ceu.es</a></td>
</tr>
<tr>
<td>Office:</td>
<td>1.20 Edif. B</td>
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2.- TUTORIALS:
For any queries, students can contact lecturers by e-mail, phone or visiting their office during the teacher’s tutorial times published on the students’ Virtual Campus.

3. COURSE DESCRIPTION

Through this “Cost Accounting” course the student can understand the importance in the decision-making process in business management. This is achieved thanks to the review of the different cost models and systems.

It is required to have passed "Introduction to Financial Accounting" subject in the first year of the degree because the knowledge of it is essential to the understanding of this one.

It is recommended that the student conduct a continuous study of the subject, given the cumulative nature of the issues, otherwise disconnections in the teaching-learning process will be difficult to recover the adequate path. This good practice will allow you to reduce long-term study time invested significantly improving its effectiveness.

4. SKILLS

1.- SKILLS

<table>
<thead>
<tr>
<th>BASIC SKILLS AND CROSS-CURRICULAR SKILLS</th>
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<tbody>
<tr>
<td>BS2</td>
</tr>
<tr>
<td>BS3</td>
</tr>
<tr>
<td>BS4</td>
</tr>
<tr>
<td>CCS1</td>
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<table>
<thead>
<tr>
<th>SPECIFIC SKILLS</th>
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<tbody>
<tr>
<td>SS3</td>
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2. - LEARNING OUTCOMES:

<table>
<thead>
<tr>
<th>Learning outcomes</th>
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<tbody>
<tr>
<td>Know how to calculate the production cost of goods and services provided by a company.</td>
</tr>
<tr>
<td>Understand and apply the different cost models and systems currently used.</td>
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5. EDUCATIONAL ACTIVITIES

1. - DISTRIBUTION OF STUDENTS` ASSIGNMENT:

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
<th>Face-to-face hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AF2</td>
<td>Seminar</td>
<td>45</td>
</tr>
<tr>
<td>AF3</td>
<td>Workshop</td>
<td>15</td>
</tr>
<tr>
<td>TOTAL face-to-face hours</td>
<td>60</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
<th>Remaining hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AF0</td>
<td>Autonomous work of the student</td>
<td>120</td>
</tr>
</tbody>
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6. ASSESSMENT OF LEARNING

1. - CLASS ATTENDANCE:

- Students must attend at least 75% of the face-to-face classes as a minimum to be grade with the continuous assessment system.

2. - ASSESSMENT SYSTEM AND CRITERIA:

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>SE2</td>
<td>Written exam with multiple-choice questions</td>
<td>20%</td>
</tr>
<tr>
<td>SE3</td>
<td>Written exam with logical reasoning questions</td>
<td>5%</td>
</tr>
<tr>
<td>SE4</td>
<td>Written exam with practice (exercises)</td>
<td>60%</td>
</tr>
<tr>
<td>SE7</td>
<td>Team assignment</td>
<td>15%</td>
</tr>
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3. - ASSESSMENT CRITERIA DESCRIPTION:

ORDINARY CALL
There will be three assessment with the following characteristics:

Practice (workshop) with a maximum grade of 2 points
The student will complete a practice (workshop) in which he/she should apply the contents covered up to that date
Continuous assessment exam with a maximum grade of 3 points
This midterm exam will have a multiple-choice test covering the theory and the resolution of several exercises.

Final exam with a maximum grade of 5 points
The final exam will cover all the contents review during the course and it will have a multiple-choice test covering the theory and the resolution of several exercises. In order to qualify for the Continuous Assessment of the Ordinary Call, students must get a minimum score of 2 points (4 out of 10 points) in this Final Exam. Otherwise, the Continuous Evaluation average mark will not be considered.

GENERAL RULES
Exam and activities deadlines will be established and communicated well in advance. If the student does not take any of the previous controls or the final test on the specified date, it will not be repeated. The student must attend the various tests provided with an ID (student card, ID card or passport).

EXTRAORDINARY CALL
The student who has not passed the subject in the ordinary call must be submitted to resit exam that will keep the same structure as the ordinary one. Final grade will be the one obtain in the resit exam.

7. COURSE SYLLABUS

1.- COURSE SYLLABUS:

THEORY AND PRACTICE:

TOPIC 1. COST ACCOUNTING: CONCEPT AND EVOLUTION
1.2. Accounting information and management decisions.
1.3. Concept, objective and users of cost accounting.
1.4. Relations between financial accounting and cost accounting.

TOPIC 2. CONCEPT AND CLASSIFICATION OF COSTS
2.1. Concept of cost.
2.2. Other concepts related with costs.
2.3. Cost elements.
2.4. Cost classification.
2.5. Costs relativity.

TOPIC 3. SOURCES OF INFORMATION AND COST ACCOUNTING TREATMENT
3.1. Sources of information of the cost accounting.
3.1.2. Information prepared by the own cost accounting system.
3.1.3. Company type of activities and company organization as a data source.
3.1.4. Activity centres (responsibility centres): main and auxiliary.
3.2. Information processing:
3.2.1. Identification, accrual, classification, localization and cost allocation.
3.2.3. Cost distribution through cost drivers.
3.2.4. Transfer unit. Subsequent distribution.

TOPIC 4. FACTORS COST
4.1. Materials costs.
4.2. Personnel costs.
4.3. Overhead manufacturing costs.
4.4. Financial costs.
TOPIC 5. PRODUCTION COST
5.1. Company production costs.
5.2. Functional analytical account: definition.
5.4. Treatment of lost units and waste.
5.5. Imperfect and defective products.
5.6. Multiple production.

TOPIC 6. COST ACCUMULATION SYSTEMS
6.1. Cost accumulation in continuous production and multiphase processes production.
6.2. Cost accumulation in job order production.
6.3. Practical exercises.

TOPIC 7. FULL COST MODEL
7.1. Concept of full costing.
7.2. General outline of a full cost model.

TOPIC 8. NON-FULL COST MODEL
8.2. Concept of non-full costing.
8.2.1. Overhead costs allocation models.
8.2.2. Variable cost models.

TOPIC 9. STANDARD COST MODEL
9.1. Introduction to budgeting.
9.3. Deviations: calculation and analysis

8. BIBLIOGRAPHY

1.- BASIC BIBLIOGRAPHY:

2.- ADDITIONAL BIBLIOGRAPHY:

3.- WEB RESOURCES:
- Instituto de Contabilidad y Auditoría de Cuentas: www.icac.meh.es
- AECA: www.aeca.es

9. ATTITUDE IN THE CLASSROOM

1.- REGULATIONS:
Any irregular act of academic integrity (no reference to cited sources, plagiarism of work or inappropriate use of prohibited information during examinations) or signing the attendance sheet for fellow students not present in class will result in the student not being eligible for continuous assessment and possibly being penalized according to the University regulations.

The teaching unit will decide, in each case, the sanction that will be applied to those students who are expelled from the classroom.