

Course unit title:	Cost and Management Accounting I		
Course unit code:	ABSA 205		
Type of course unit:	Compulsory		
Level of course unit:	Bachelor (1st Cycle)		
Year of study:	2		
Semester when the unit is delivered:	3 (Fall)		
Number of ECTS credits allocated :	6		
Name of lecturer(s):	Dr. Andreas K. Georgiou, Dr. Christos Mina		
Learning outcomes of the course unit:	<ol style="list-style-type: none"> 1. Compare and contrast cost accounting to financial accounting. 2. Identify and define costs by classification and behaviour. 3. Evaluate the concept of cost behaviour and explain its relevance to costing. 4. Examine and apply cost accounting techniques concerning materials. 5. Examine and apply cost accounting techniques concerning labour. 6. Examine and apply cost accounting techniques concerning and overheads. 7. Examine and apply cost accounting techniques involved in specific order (such as job costing) and continuous costing (such as process costing) to solve mini-case studies. 		
Mode of delivery:	Face-to-face		
Prerequisites:	ABSA 102	Co-requisites:	None
Recommended optional program components:	None		
Course contents:	<ul style="list-style-type: none"> • Introduction to cost and financial accounting: Explain the purpose and role of cost and management accounting. Contrast cost and management accounting with financial accounting. Distinguish between data and information. Outline the characteristics of good information. Examine the sources of information within and outside the firm. • Cost classification behaviour: Identify and define costs by classification. Explain and apply production and non-production costs. Explain the elements of production cost. Explain the concepts of: cost units and cost centres. Identify the different type of centres (cost, revenue, profit and investment). Describe the purpose of the costing information for these centres. • Cost behaviour: Describe and illustrate graphically different types of cost behaviour. Apply the relationship between cost behaviour and profit and interpret the results. • Accounting for materials: Explain the procedures for: ordering, receiving and issuing materials from inventory. Describe control procedures used to monitor physical and book inventory. Understand the theory behind inventory valuations such as: FIFO, LIFO and weighted average. Prepare stock statements using: FIFO, LIFO and weighted average Explain and apply how each method may affect the firm's profitability. • Accounting for labour: Understand the different methods of remuneration such as the time basis, piecework basis and incentives schemes and apply these methods. Calculate direct and indirect costs of labour. Calculate labour costs using payroll. Prepare the ledger and journal entries to record labour costs. Understand, apply and interpret the following: labour turnover, labour 		

	<p>efficiency, capacity and production volume.</p> <ul style="list-style-type: none"> • Accounting for overheads: Explain the terms “allocation”, “apportionment” and “absorption” in the context of overhead accounting. Understanding the process of determining the overhead absorption rate. Prepare an overhead analysis sheet and its application to determining an overhead absorption rate. Allocate and apportion production overheads using an appropriate basis. Reapportion service cost centres to production cost centres using an appropriate basis. Examine and apply the different types of absorption bases. Prepare the ledger and journal entries to record overhead costs. • Cost accounting methods: Specific order costing techniques: Explain the characteristics of job, batch and contract costing. Calculate from given information the costs or profit using: job costing, batch costing and contract costing. • Cost accounting methods: Continuous costing techniques: Process costing: Outline the characteristics of process costing. Explain when process costing is appropriate. Understand and apply the double entry bookkeeping principles for process costing. Understand and apply the treatment of losses (normal and abnormal) and equivalent units. Calculate the work in process where work is incomplete. Distinguish between joints products and by-products. Understand and apply the accounting treatment of joint products and by-products. Value joint products and by-products at the point of separation.
Recommended and/or required reading:	Drury, C, Management and Cost Accounting , 9 th Edition, Cengage Learning EMEA, 2015.
Textbooks:	Drury, C, Management and Cost Accounting , 9 th Edition, Cengage Learning EMEA, 2015.
References:	<p>Kaplan Publishing, ACCA Paper Management Accounting (MA) Study Text, Latest Edition, Kaplan Publishing.</p> <p>F Wood and A Sangster, Business Accounting: Volume 2, 13th Edition, Pearson, 2015.</p> <p>Pauline Weetman, Financial & Management Accounting: An introduction, 7th Edition, 2015, Pearson.</p>
Planned learning activities and teaching methods:	<p>The taught part of course is delivered to the students by means of lectures, conducted with the help of computer presentations. Lecture notes and presentations are available through the web for students to use in combination with the textbooks.</p> <p>Lectures are supplemented with class exercises carried out in class and via homework.</p>
Assessment methods and criteria:	<ul style="list-style-type: none"> • Assignments 20% • Tests: 20% • Final Exam 60%
Language of instruction:	English
Work placement(s):	No