

**York Technical College  
Course Syllabus**

**COURSE INFORMATION**

**Course Prefix/Number:** ACC 231  
**Course Title:** Cost Accounting II  
**Lecture Hours/Week:** 3.0  
**Lab Hours/Week:** 0.0  
**Credit Hours/Semester:** 3.0

[Distance Learning Attendance/VA Statement](#)  
[Textbook Information](#)

**COURSE DESCRIPTION**

This course is a study of the accounting principles involving processing and standard cost systems.

**COURSE COMPETENCIES**

Upon successful completion of this course, the student should be competent in performing the following tasks with an overall **average of 70%** or higher:

**Module 1 – Process Cost System, Production Data and Cost Flow**

- Describe and explain a process cost accounting system
- Recognize when it is appropriate to use the process cost
- Describe the flow of costs through the manufacturing accounts under a process cost system
- Analyze, record, and post transactions under a process cost system
- Explain how cost of production reports are used in a process cost system
- Compute equivalent units of production for material, labor and overhead
- Prepare a departmental cost of production report
- Prepare journal entries to charge costs into production and to record the costs of products transferred out of a department

**Module 2 – Average Costing of Work in Process**

- Explain the average cost method of handling costs of beginning work in process
- Compute equivalent units of production using the average cost method
- Prepare a departmental cost of production report using the average cost method
- Prepare journal entries to transfer costs from department to department and from the final department to finished goods

### **Module 3 – Units Lost or Increased in Production and First-In, First-Out (FIFO) Costing of Work in Process**

- Explain the different kinds of normal and abnormal product losses or spoilage that may occur in the manufacturing process
- Compute equivalent units of production and cost per unit when normal/abnormal losses or increased units have occurred
- Prepare cost of production reports when normal/abnormal losses or increased units have occurred
- Account for the reworking of defective units
- Explain the FIFO method of accounting for costs of work in process inventories
- Compute equivalent units of production using the FIFO cost method
- Prepare a departmental cost of production report using the FIFO cost method
- Compare results obtained by using the average cost method and the FIFO method
- Identify the advantages and disadvantages of the average and FIFO costing methods

### **Module 4 – Accounting for By-Products and Joint Products**

- Explain and illustrate the removal and sale of by-products
- Determine whether a by-product should be sold with or without further processing
- Determine the common costs to be assigned to the by-product using the reversal cost method
- Prepare a cost of production report where by-products are involved
- Define joint products
- Allocate joint costs between two or more joint products using several allocation bases

### **Module 5 – Analysis of Cost Behavior and Budgeting**

- Define variable, fixed and semi-variable costs
- Explain the relationship between total costs and costs per unit for variable and fixed costs
- Classify costs as variable, fixed or semi-variable
- Analyze cost behavior using the high-low method
- Prepare various types of manufacturing budgets
- Prepare a sales budget and other financial budgets

### **Module 6 – Standard Costs and Cost-Volume-Profit**

- Explain the use of a standard manufacturing cost system
- Determine standard materials and labor costs per unit of product
- Compute material and labor variances
- Prepare journal entries to charge material and labor costs into production and record variances
- Compute the contribution margin
- Compute the break-even point
- Use the cost-volume-profit analysis to compute profitability at various levels of sales

## METHODS OF INSTRUCTION

The instructor will use a college instructional system that should satisfy the learning needs of students enrolled in the class. This instructional system will include a discussion on each chapter to be covered along with demonstrations on methods for understanding, solving and recording cost accounting principles. The student will be given exercises and problems correlated with the procedures introduced in each chapter. The student will also be encouraged to use a study guide and working papers for ease of solving problems. The instructor will provide check figures and solutions to assigned problems and exercises.

## COURSE REQUIREMENTS

All students are responsible for attaining competencies through completion of the following course requirements:

- Attending class
- Reading assigned chapters
- Completing assigned homework exercises, problems, chapter tests and **any other class activities** that may be assigned.

## ACADEMIC INTEGRITY

The policies stated in the York Technical College Handbook will be enforced. Any student violating the policy will be subject to academic discipline.

## ATTENDANCE POLICY

The student is expected to follow the York Technical College attendance policy requiring that the student be in attendance no less than 80% of the scheduled hours during the semester. If a student misses more than ten (10) minutes of class due to tardiness or leaving early, he/she may be counted absent for that class.

## MAKE-UP POLICY

The student should be present to take all module assessments on the assigned day. If a student misses any one of the Module Assessments, a **FINAL EXAM ASSESSMENT** may be taken **AT THE END OF THE SEMESTER** to compensate for the missed exam.

## GRADING PROCEDURES

Six module assessments will be given after completion of chapters. **The assessment for Module 5 will consist of a written exam and mini-practice project. The exam and the project will count 50% each.**

**Note: Business Administration students must earn an overall average of 70 or higher in order to receive credit for this course.**

The grading scale is as follows:

GRADE	SCORE
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

**Final Grade:**

Module 1	Chapter 11	16%
Module 2	Chapter 12	16%
Module 3	Chapters 13-14	16%
Module 4	Chapters 15	16%
Module 5	Chapters 16-17	20%
Module 6	Chapters 18 & 20	16%

**ENTRY LEVEL SKILLS**

The student must have demonstrated a basic understanding of accounting principles.

**PREREQUISITES**

The prerequisite for this course is the completion of ACC 230 with a grade of "C" or above.

**CO-REQUISITES**

None

**ACC 231  
COST ACCOUNTING II  
Grade Sheet**

MODULE ASSESSMENT	GRADE
MODULE 1 (16%)	
MODULE 2 (16%)	
MODULE 3 (16%)	
MODULE 4 (16%)	
<b>MODULE 5 *(20%)</b>	
MODULE 6 (16%)	
FINAL AVERAGE	

**Note: Module 5 will include a mini-practice project.**