

ACCOUNTING 2



Accounting Functions

- I. Accounting helps an organization to achieve its goals and objectives by gathering, organizing, and communicating information about its activities.
 - A. Two distinct accounting disciplines: Financial accounting and managerial accounting.
 - B. Accounting 2 focus: Managerial accounting.
 1. **Financial accounting**
 - (a) Concerned with the preparation of financial statements for decision makers and stakeholders such as stockholders, suppliers, creditors and banks, employees, government agencies, and customers.
 - (1) Suppliers provide products and services.
 - (2) Creditors and banks provide loans, leasing, and other services.
 - (3) Employees provide time and effort.
 - (4) Governments provide permission to operate, municipal services, regulation, and protection.
 - (5) Customers provide cash.
 2. **Managerial accounting**
 - (a) Concerned with providing accounting information to managers within organizations, allowing them to manage, make decisions, and perform control functions.
 - (b) Concerned with providing strategic information, supporting performance management, and risk management.
 - (1) **Strategic management:** The management accountant is a strategic partner in the organization.
 - (2) **Performance management:** The management accountant is a partner in developing the practice of business decision making and managing the performance of the organization.
 - (3) **Risk management:** The management accountant contributes to frameworks and practices for identifying, measuring, managing, and reporting risks to the accomplishment of organizational objectives.
 - II. An accounting system uses three types of activities.
 - A. Screen keeping to accumulate and classify data.
 - B. Attention directing to focus on problems and opportunities.
 - C. Problem solving to recommend the best course of action.
 - III. Accounting system design is guided by themes.
 - A. Cost/benefit criteria.
 1. The benefits of information should outweigh the cost to generate and distribute the information.
 2. Weighing costs against benefits is done in all decisions.
 - B. Behavioral implications: effects on the manager's decision making.
 - IV. Accounting's position in the organization can be both line and staff.
 - A. **Line authority:** Downward over subordinates.
 - B. **Staff authority:** Downward, laterally, or upward.
 - C. **Controller:**
 1. Top accounting officer in an organization; measures and reports on operating performance.
 2. Responsible for accounting records, internal controls, preparation of financials, tax returns, and internal reports.
 - V. Accountants are expected to adhere to standards of ethical conduct.
 - A. American Institute of Certified Public Accountants (AICPA): CPAs must adhere to professional ethical standards (www.aicpa.org).
 - B. Institute of Management Accountants: CMAs must adhere to ethical standards (www.imanet.org).
 1. Ethical standards of Institute of Management Accountants:
 - (a) Competence – maintain professional competence through professional development activities.
 - (b) Confidentiality – refrain from disclosing confidential information acquired in the course of work.
 - (c) Integrity – avoid conflicts of interest, disclose favorable and unfavorable information, and refrain from activities that would discredit the profession.
 - (d) Credibility – report results fairly and objectively.
 - VI. Sarbanes-Oxley Act 2002 (SOX)
 - A. Law passed by U.S. Congress intended to reduce unethical behavior and strengthen the effectiveness of internal controls.
 1. Internal control is a process designed to provide reasonable assurance regarding the achievement of objectives in the following categories:
 - (a) Effectiveness and efficiency of operations.
 - (b) Reliability of financial reporting.
 - (c) Compliance with laws and regulations.
 - (d) Safeguarding of assets.

Management Accounting Basics

- I. Management accounting vs. financial accounting.
 - A. Primary users.
 1. Financial accounting: Investors, creditors, and regulators.
 2. Management accounting: Managers and other internal users.
 - B. Primary purposes.
 1. Financial accounting: Help investors and creditors make investment and credit decisions.
 2. Management accounting: Help managers plan and control.
 - C. Types of reports.
 1. Financial accounting: Financial statements prepared in accordance with Generally Accepted Accounting Principles (GAAP).
 2. Management accounting: Internal reports such as budgets and other analysis to aid management.
 - D. Scope of information.
 1. Financial accounting scope is on the company as a whole through summaries (financial statements).
 2. Management accounting scope is on detailed reports on parts of the company such as products, customers, departments, and divisions.
 - E. Verification process.
 1. Financial accounting: Information is subject to an independent audit.
 2. Management accounting: No independent audit.
 - F. Focus and time dimension.
 1. Financial accounting focus is on relevance and reliability of information with focus on the past.
 2. Management accounting focus is on relevance for decision making and the future.
- II. Types of companies and organizations.
 - A. **Manufacturing firm:** Uses labor, plant, and equipment to convert raw materials into finished goods.
 - B. **Merchandising firm:** Resells products that were previously purchased from suppliers.
 - C. **Service firm:** Provides services (with intangibles as opposed to the tangible products of a manufacturer or merchandiser).
 - D. **Nonprofit and government:** Provide goods and services that meet the needs of society.
- III. Manufacturing costs.
 - A. Materials.
 1. Raw materials, parts, and components used in the finished product.
 2. Can be direct or indirect costs.
 - B. Labor.
 1. Cost of employees associated with converting materials to a finished good.
 2. Can be direct or indirect costs.
 - C. Manufacturing overhead.
 1. Costs other than direct materials and direct labor associated with manufacture of finished goods.
 2. Manufacturing overhead is also called an indirect cost.
 3. Must be applied (estimated) to the cost of jobs.
 4. Can be over-applied or under-applied.
 - (a) Comparison of actual overhead to applied overhead.
 - (b) Over-applied means that the applied overhead is greater than the actual overhead.
- IV. Product vs. period costs.
 - A. Product costs are necessary and integral to producing a product.
 1. Direct materials.
 2. Direct labor.
 3. Manufacturing overhead.
- B. Product costs are also called **inventoriable costs**.
 1. Product costs are initially assets.
 2. Period costs are immediately expensed.
 3. Include administrative and selling costs.
- V. Costs in financial statements.
 - A. Income statement.
 1. Cost of goods manufactured is the manufacturing costs of the finished goods of a production process of a given period.
 - (a) Cost of goods manufactured.
 - Beginning work-in-process inventory
 - + Current period manufacturing costs
 - Ending work-in-process inventory
 - = Cost of goods manufactured
 2. Cost of goods sold is the cost of the products sold during a particular period.
 - (a) Cost of goods sold for merchandiser.
 - Beginning merchandise inventory
 - + Purchases
 - Ending merchandise inventory
 - = Cost of goods sold
 - (b) Cost of goods sold for manufacturer.
 - Beginning finished goods inventory
 - + Cost of goods manufactured
 - Ending finished goods inventory
 - = Cost of goods sold
 - B. Balance sheet.
 1. Inventory costs such as raw materials, work-in-process, and finished goods (on merchandiser).
 - (a) Raw material: Something that is acted upon or used by labor and equipment for use as the basis to create some product.
 - (b) Work-in-process: Goods that are partially completed.
 - (c) Finished goods: Completed products ready for sale.
- VI. Costs in service companies.
 - A. Successful service companies need to know the cost of the services rendered.
 - B. Banks, law firms, and hospitals all utilize cost accounting.
 - C. No inventory costs for a service company.
 - D. No cost of goods sold in service companies.
- VII. Costs in merchandising.
 - A. Cost of inventory is purchase price plus cost of shipping (also called freight-in).
 - B. Cost of goods sold recognized when merchandise is sold.
- VIII. Costs in manufacturing.
 - A. Inventory costs consist of cost of materials, labor, and overhead incurred to make the product.
 - B. Cost of goods sold (expense) is recognized when products are sold.
- IX. Trends and developments.
 - A. Greater focus on the costs of the value chain.
 1. Research and development costs.
 2. Sales and marketing costs.
 3. Delivery costs.
 4. Customer relations.
 5. Cost of customers.
- X. Technology.
 - A. Sophisticated software such as enterprise resource planning (ERP) helps managers manage the value chain.
 1. ERP provides comprehensive information via a centralized database.
 - B. Computer-integrated manufacturing (CIM).
 1. Reduces the amount of direct labor.
 - C. Just-in-time inventory methods, total quality management, and activity-based costing all benefit from advances in technology.
- XI. Types of management accountants.
 - A. Staff accountant.
 - B. Internal auditor.
 - C. Accounting manager.
 - D. Controller.
 - E. Chief financial officer.
 - F. Finance director.
 - G. Budget analyst.
 - H. Financial analyst.
 - I. Budget director.

Accounting 2 Study Guide

Yijin Wang



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