

Program	<b>DIPLOMA IN ACCOUNTING AND BUSINESS</b>
Course Description	<b>MANAGEMENT ACCOUNTING</b>
Course Code	<b>MA/FMA</b>
Component	<b>COURSE OUTLINE</b>

A. The nature, source and purpose of management information

1. Accounting for management
2. Sources of data
3. Cost classification
4. Presenting information

B. Data analysis and statistical techniques

1. Sampling methods
2. Analytical techniques in budgeting and forecasting
3. Summarising and analysing data
4. Spreadsheets

C. Cost accounting techniques.

1. Accounting for material, labour and overheads
2. Absorption and marginal costing
3. Cost accounting methods
4. Alternative cost accounting principles

D. Budgeting

1. Nature and purpose of budgeting
2. Budget preparation
3. Flexible budgets
4. Asset budgeting and investment appraisal
5. Budgetary control and reporting
6. Behavioural aspects of budgeting

E. Standard costing

1. Standard costing system
2. Variance calculations and analysis
3. Reconciliation of budgeted and actual profit

F. Performance measurement

1. Performance measurement - overview
2. Performance measurement - application
3. Cost reductions and value enhancement
4. Monitoring performance and reporting