

# Intermediate Management Accounting

## Course map

**This document outlines the course structure**

### **Introduction and course orientation**

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This document outlines the course structure  
Duration: 5 sessions

**Lesson 1: Welcome**

Unit 1: Welcome to ACCA-X  
Unit 2: Studying with ACCA-X online

**Lesson 2: Getting your Diploma**

Unit 1: Qualifications available  
Unit 2: ACCA Qualification

**Lesson 3: How to study this course**

Unit 1: Getting started  
Unit 2: Course structure  
Unit 3: Using discussion forums  
Unit 4: Staying safe online  
Unit 5: Problems?

## Section 1

### Welcome

#### Lesson 1: Management information

- Unit 1: What is management information and why do we need it?
- Unit 2: How do managers use information?
- Unit 3: Types and sources of information
- Unit 4: Recording management information
- Unit 5: Information technology (IT) in accounting
- Unit 6: Trainee accountants and the management accounting process

#### Summary

#### Apply your learning

#### Lesson 2: Introduction to costs

- Unit 1: An overview of costs
- Unit 2: Direct and indirect costs
- Unit 3: Creating a cost card
- Unit 4: Documentation

#### Summary

#### Apply your learning

#### Lesson 3: Cost behaviour

- Unit 1: Different cost behaviours
- Unit 2: Using the high-low method
- Unit 3: Long-term cost behaviour

#### Summary

#### Apply your learning

#### Lesson 4: Budgets and variances

- Unit 1: Introduction to budgets and forecasts
- Unit 2: Comparisons
- Unit 3: Comparing and flexing budgets
- Unit 4: Calculating variances
- Unit 5: Reporting, analysing and acting on variances
- Unit 6: Budget control

#### Summary

#### Apply your learning

#### Lesson 5: Reporting

- Unit 1: Analysing and presenting data
- Unit 2: Communicating information
- Unit 3: Reports

#### Summary

#### Apply your learning

#### Lesson 6: Materials

- Unit 1: Classifying materials
- Unit 2: Material input and wastage
- Unit 3: Inventory valuation
- Unit 4: Inventory valuation and the cost of sales
- Unit 5: Advantages and disadvantages of different valuation methods
- Unit 6: Inventory costs and control
- Unit 7: Inventory control levels
- Unit 8: Economic order quantity
- Unit 9: Inventory checking

#### Summary

#### Apply your learning

#### Section summary

#### Additional material

#### Section 1 optional exam questions

#### Section 1 graded exam questions

#### Section 1 further optional exam questions

## Section 2

### Welcome

#### Lesson 1: Labour

- Unit 1: What are labour costs?
- Unit 2: Paying for labour
- Unit 3: Payroll system
- Unit 4: Labour turnover
- Unit 5: Labour efficiency and utilisation

#### Summary

#### Apply your learning

#### Lesson 2: Other expenses

- Unit 1: Classifying and recording expenses
- Unit 2: Capital and revenue expenditure
- Unit 3: Depreciation
- Unit 4: Depreciation methods 1
- Unit 5: Depreciation methods 2

#### Summary

#### Apply your learning

#### Lesson 3: Job and batch costing

- Unit 1: Job costing
- Unit 2: Job price
- Unit 3: Batch costing
- Unit 4: Cost control

#### Summary

#### Apply your learning

#### Lesson 4: Service costing

- Unit 1: What are services?
- Unit 2: Service costing: differences and difficulties
- Unit 3: Identifying a service cost unit
- Unit 4: Calculating the cost of service units

#### Summary

#### Apply your learning

#### Section summary

#### Additional material

#### Section 2 optional exam questions

#### Section 2 graded exam questions

#### Section 2 further optional exam questions

## Section 3

### Welcome

#### Lesson 1: Absorption costing 1

- Unit 1: What is absorption costing and why is it necessary?
- Unit 2: Overview of the absorption costing process
- Unit 3: Allocation
- Unit 4: Apportionment
- Unit 5: Reapportionment

#### Summary

#### Apply your learning

#### Lesson 2: Absorption costing 2

- Unit 1: Calculating the overhead absorption rate
- Unit 2: Using a predetermined absorption rate
- Unit 3: Over absorption and under absorption
- Unit 4: Summary of the absorption costing process
- Unit 5: Accounting for non-production overheads
- Unit 6: Absorption costing for services

#### Summary

#### Apply your learning

#### Lesson 3: Marginal costing

- Unit 1: Marginal costing
- Unit 2: Contribution
- Unit 3: Calculating profit: Differences between marginal costing and absorption costing
- Unit 4: Reconciling differences in profit for marginal and absorption costing
- Unit 5: Marginal costing versus absorption costing

#### Summary

#### Apply your learning

#### Lesson 4: Process costing 1

- Unit 1: Features of process costing
- Unit 2: Expected output, loss and scrap in process costing
- Unit 3: Preparing process accounts 1: Normal loss
- Unit 4: Preparing process accounts 2: Abnormal loss and abnormal gain
- Unit 5: Accounting for inventory

#### Summary

#### Apply your learning

#### Lesson 5: Process costing 2

- Unit 1: Joint and by-products
- Unit 2: Apportioning common costs to joint products
- Unit 3: Joint products and further processing
- Unit 4: By-products

#### Summary

#### Apply your learning

#### Section summary

#### Additional material

#### Section 3 optional exam questions

#### Section 3 graded exam questions

#### Section 3 further optional exam questions

## Section 4

### Welcome

#### Lesson 1: Cost-volume-profit (CVP) analysis 1

- Unit 1: Introduction to CVP analysis
- Unit 2: Break-even point: Equation method
- Unit 3: Break-even point: Contribution method
- Unit 4: Contribution to sales (C/S) ratio
- Unit 5: Margin of safety

#### Summary

#### Apply your learning

#### Lesson 2: Cost-volume-profit (CVP) analysis 2

- Unit 1: Target profit and selling price
- Unit 2: Changes in selling price and costs
- Unit 3: Profit/volume graphs

#### Summary

#### Apply your learning

#### Lesson 3: Short-term decision making

- Unit 1: Limiting factors
- Unit 2: Relevant costs
- Unit 3: Make or buy decisions

#### Summary

#### Apply your learning

#### Lesson 4: Introduction to capital investment appraisal techniques

- Unit 1: Simple and compound interest
- Unit 2: Nominal and effective interest rates
- Unit 3: Compounding and discounting
- Unit 4: Calculating the present value of annuities and perpetuities

#### Summary

#### Apply your learning

#### Lesson 5: Discounted cash flow analysis

- Unit 1: Cash flow versus profit
- Unit 2: Present value and capital investment appraisal
- Unit 3: Calculating net present value (NPV)
- Unit 4: Calculating net present value: Further examples and practice
- Unit 5: Estimating Internal Rate of Return (IRR)
- Unit 6: The payback methods of capital investment appraisal
- Unit 7: Advantages and disadvantages of the different appraisal methods

#### Summary

#### Apply your learning

#### Section summary

#### Additional material

#### Section 4 optional exam questions

#### Section 4 graded exam questions

#### Section 4 further optional exam questions

## Section 5

### Welcome

#### Lesson 1: Cash and cash flow

- Unit 1: Overview of cash and cash flow
- Unit 2: Cash receipts and payments
- Unit 3: Cash flow patterns
- Unit 4: Cash accounting and accruals accounting
- Unit 5: Liquidity and cash flow management

#### Summary

#### Apply your learning

#### Lesson 2: Cash management

- Unit 1: Treasury functions
- Unit 2: Economic and financial trends
- Unit 3: Cash management in the public sector
- Unit 4: Cash handling procedures

#### Summary

#### Apply your learning

#### Lesson 3: Cash budgets 1

- Unit 1: Introduction to cash budgets
- Unit 2: Preparing a cash budget
- Unit 3: Cash budgets and inflation
- Unit 4: Introduction to time series analysis
- Unit 5: Finding the trend

#### Summary

#### Apply your learning

#### Lesson 4: Cash budgets 2

- Unit 1: Factoring in seasonal variation
- Unit 2: Limitations and benefits of predicting future cash flows
- Unit 3: Monitoring and control

#### Summary

#### Apply your learning

#### Lesson 5: Investing and financing

- Unit 1: Cash surpluses and deficits
- Unit 2: Using cash surpluses: Short-term investments
- Unit 3: Managing cash deficits: Raising finance

#### Summary

#### Apply your learning

#### Section summary

#### Additional material

#### Section 5 optional exam questions

#### Section 5 graded exam questions

#### Section 5 further optional exam questions

## Course closing section

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### **Lesson 1: Summing up**

Unit 1: Summing up

Unit 2: Revision strategy

### **Lesson 2: MA2 optional practice tests**

#### **Lesson 3: Practice assessment questions**

Revision test 1: Management information

Revision test 2: Cost recording, job, batch and service costing

Revision test 3: Costing techniques

Revision test 4: Decision making

Revision test 5: Cash management

Revision test 6: Mixed questions

### **Lesson 4: MA2 graded practice test**

### **Lesson 5: What next?**

Unit 1: The exam

Unit 2: What comes next?

Unit 3: End of course survey